

Townsend Finance Committee

272 Main Street
Townsend, Ma., 01469

AGENDA/MINUTES

May 31, 2016
Meeting Room 2
6:00 P.M.

RECEIVED
JUN 17 2016
TOWN OF TOWNSEND
TOWN CLERK

I. Preliminaries:

1. Call to Order - Don called the meeting to order at 6:10 P.M. in meeting room 2, Memorial Hall.
2. Roll Call - Lynn Pinkerton, Sam Grant, Don Klein and Andrea Wood were present.
3. Additions or Deletions - One addition, a copy of the letter of resignation from Nancy Rapoza, Gini King and Mary Letourneau was received.

II. Meeting Business:

1. To Review and sign or not sign multiple Municipal Transfer Requests
 - A. Treasurer/Tax Collector - Andrea moved to support the transfer of \$2,654.47 from Wages/Operations Staff (001-01-146-5110-0000-000 to Replacement Equipment (001-01-146-5780-0000-000) not to be acted upon until after May 1, 2016, seconded by Sam, the vote was unanimous in favor of the motion.
 - B. Town Accountant - Andrea moved to support the transfer of \$248.85 from Professional & Technical Services (001- 01-135-5301) to Wages Support Staff (001-01-135-5112) not to be acted upon until after May 1, 2016, seconded by Sam, the vote was unanimous in favor of the motion.
 - C. Highway Department - Sam moved to support the transfer of \$15,000.00 from Highway wages (001-04-421-5110) to be distributed as follows, \$7,500.00 to Repair and Maintenance (001-04-422-5245) and \$7,500.00 to Public Works supplies (001-04-422-5530) to be used for equipment repair and road repair not to be acted upon until after May 1, 2016, seconded by Lynn, the vote was unanimous in favor of the motion.
 - D. Fire Department - Lynn moved to support the transfer from County Retirement (001-09-911-5750) the sum of \$8,000.00 to be distributed as follows, \$5,700.00 to Repair and Maintenance (001-02-220-5245-0000-230) and \$2,300.00 to Energy (001-002-220-5210-0000-000) not to be acted upon until after May 1, 2016, seconded by Sam, the vote was 3 yes (Sam, Lynn and Andrea) and 1 abstention (Don), the motion carries by a simple majority.

III. Adjournment - Lynn moved to adjourn at 6:35 P.M., seconded by Sam, the vote was unanimous in favor of the motion.



REQUEST FOR TRANSFER OF APPROPRIATIONS
In accordance with the Chapter 77 of the Acts of 2006

TO: BOARD OF SELECTMEN
FINANCE COMMITTEE

DATE: May 23, 2016

FROM: Treasurer/Collector

OFFICER/DEPT HEAD: Barbara Tierney

Request is hereby made for the following transfer in accordance with Chapter 77 of the Acts of 2006 which amended MGL Chapter 44, Section 33B, provides for year-end transfers between departmental appropriations in towns without the necessity of a town meeting vote.

In reviewing your request, the Board of Selectmen, with the concurrence of the Finance Committee will consider the following:

_____ Last 2 months of fiscal year or first 15 days of the new fiscal year to apply to the previous fiscal year.

_____ Not a municipal light department or a school department

X Amount not to exceed 3% of annual budget for the department from or within which the transfer is made or \$5,000.00, whichever is greater,

\$2654.47

Amount requested:

To be transferred to:

001-01-146-5780-0000-000 Replacement Equipment
(name & account number)

To be transferred from:

001-01-146-5110-0000-000 Wages/Operations Staff
(name & account number of appropriation)

Balance remaining in appropriation from which transferred: \$ _____

The amount requested to be used for the following reasons: \$ _____

Action by Board of Selectmen

Action by Finance Committee

_____ Date of Meeting

5-31-16 Date of Meeting

Vote: YES [] NO []

Vote: YES [X] NO []

Transfer voted in the sum: \$ _____

Transfer voted in the sum: \$ 2654.47

_____ Chairman, Board of Selectmen

Donald E. Klein
_____ Chairman, Finance Committee

Original to Town Accountant

Copy to Finance Committee, Board of Selectmen, Department/Board or Commission



REQUEST FOR TRANSFER OF APPROPRIATIONS

In accordance with the Chapter 77 of the Acts of 2006

TO: BOARD OF SELECTMEN
FINANCE COMMITTEE

DATE: 5/23/16

FROM: *Shirley Walsh*

OFFICER/DEPT HEAD: *Town Accountant*

Request is hereby made for the following transfer in accordance with Chapter 77 of the Acts of 2006 which amended MGL Chapter 44, Section 33B, provides for year-end transfers between departmental appropriations in towns without the necessity of a town meeting vote.

In reviewing your request, the Board of Selectmen, with the concurrence of the Finance Committee will consider the following:

_____ Last 2 months of fiscal year or first 15 days of the new fiscal year to apply to the previous fiscal year.

_____ Not a municipal light department or a school department

_____ Amount not to exceed 3% of annual budget for the department from or within which the transfer is made or \$5,000.00, whichever is greater,

Amount requested:

\$ 248.85

To be transferred to:

Accounting Clerks - Support Staff
(name & account number) *001-01-135-5712*

To be transferred from:

Accounting - Prof + Technical
(name & account number of appropriation) *001-01-135-5301*

Balance remaining in appropriation from which transferred: \$ 150.00

The amount requested to be used for the following reasons: \$ 15 hours for Assistant to help with year end.

Action by Board of Selectmen

Action by Finance Committee

_____ Date of Meeting

5-31-16
Date of Meeting

Vote: YES [] NO []

Vote: YES [X] NO []

Transfer voted in the sum: \$ _____

Transfer voted in the sum: \$ 248.85

_____ Chairman, Board of Selectmen

Donald E. Klein
Chairman, Finance Committee



REQUEST FOR TRANSFER OF APPROPRIATIONS
In accordance with the Chapter 77 of the Acts of 2006

TO: BOARD OF SELECTMEN
FINANCE COMMITTEE

DATE: May 2, 2016

FROM: Highway

OFFICER/DEPT HEAD: Ed Kukkula

Request is hereby made for the following transfer in accordance with Chapter 77 of the Acts of 2006 which amended MGL Chapter 44, Section 33B, provides a new mechanism for year-end transfers between departmental appropriations in towns without the necessity of a town meeting vote.

In reviewing your request, the Board of Selectmen, with the concurrence of the Finance Committee will consider the following:

- Last 2 months of fiscal year or first 15 days of the new fiscal year to apply to the previous fiscal year.
- Not a municipal light department or a school department
- Amount not to exceed 3% of annual budget for the department from or within which the transfer is made or \$5,000.00, whichever is greater,

Amount requested:

\$ 15,000.00

To be transferred to:

Repair & Maint. Equipment 001-04-422-5245 \$7,500.00
Public Works Supplies 001-04-422-5530 \$7,500.00
(name & account number of appropriation)

To be transferred from:

Highway-Wages Oper. Staff 001-04-421-5110
(name & account number of appropriation)

Balance of Appropriation to be transferred: \$ 85,071.20

The amount requested to be used for the following reasons: Equipment maintenance and repairs and road repairs

Action by Board of Selectmen

Action by Finance Committee

Date of Meeting

5-31-16
Date of Meeting

Vote: YES [] NO []

Vote: YES NO []

Transfer voted in the sum: \$ _____

Transfer voted in the sum: \$ 15,000.00

Chairman, Board of Selectmen

Donald E. Kilen
Chairman, Finance Committee

Original to Town Accountant

Copy to Finance Committee, Board of Selectmen, Department/Board or Commission



REQUEST FOR TRANSFER OF APPROPRIATIONS
In accordance with the Chapter 77 of the Acts of 2006

TO: BOARD OF SELECTMEN
FINANCE COMMITTEE

DATE:

FROM:

OFFICER/DEPT HEAD:

Request is hereby made for the following transfer in accordance with Chapter 77 of the Acts of 2006 which amended MGL Chapter 44, Section 33B, provides for year-end transfers between departmental appropriations in towns without the necessity of a town meeting vote.

In reviewing your request, the Board of Selectmen, with the concurrence of the Finance Committee will consider the following:

- Last 2 months of fiscal year or first 15 days of the new fiscal year to apply to the previous fiscal year.
- Not a municipal light department or a school department
- Amount not to exceed 3% of annual budget for the department from or within which the transfer is made or \$5,000.00, whichever is greater,

Amount requested: \$8,000

To be transferred to: Repair and Maintenance 001-02-220-5245-0000-230 (\$5,7000)
Energy 001-002-220-5210-0000-000 (\$2,300)

To be transferred from: County Retirement 001-09-911-5750 (\$8,000)
(name & account number of appropriation)

Balance remaining in appropriation from which transferred: \$ _____

The amount requested to be used for the following reasons: \$ \$8,000

Action by Board of Selectmen

Action by Finance Committee

Date of Meeting

5-31-16
Date of Meeting

Vote: YES [] NO []

Vote: YES [] NO []

Transfer voted in the sum: \$ _____

Transfer voted in the sum: \$ 8,000.00

Chairman, Board of Selectmen

Donald E. Klein
Chairman, Finance Committee