

APPROPRIATION TRANSFERS

Requested Under The Provisions Of Chapter 77 of the Acts of 2006
amends M.G.L. Chapter 44 section 33B
amended per Municipal Modernization Act of 2016
(Requests allowed at fiscal year end, May, June, and the first 15 days of July)

Board of Selectmen & Warrant Committee
Town of Medfield

Request is hereby made for the following transfer in accordance with Chapter 77 of the Acts of 2006 amending Chapter 44, Section 33B of the Massachusetts General Laws to avoid appropriation deficits.

Transfer from: 014261-510100 Equipment Repair and Maintenance - Salaries
Account Number

Transfer to: 014332-522020 Solid Waste Disposal - Tipping Fee
Account Number Account Name

Requested amount of transfer:

\$35,000.00

Reason for request:

Increases in solid waste and recycling disposal as well as necessary building improvements and a new fire panel at the Transfer Station tip floor causing the need for the appropriation transfer.

Maurice Goulet

Requesting Department Head Signature

Availability of funds:

Director of Public Works 05/20/2024
Title Date

Town Accountant Date

Signature for SELECTBOARD

Approved _____ Disapproved _____

Number Present and Voting

Date

Signature for WARRANT COMMITTEE

Approved _____ Disapproved _____

Number Present and Voting

Date

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Town of Medfield

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Transfer from:	<u>014261-510100</u>	<u>Equipment Repair and Maintenance - Salaries</u>
	Account Number	Account Name

Transfer to:	<u>014912-522030</u>	<u>Cemetery - Contract Services</u>
	Account Number	Account Name

Requested amount of transfer:

\$20,000.00

Reason for request:

Unexpected amount of inturnments/burials. Over the past couple of years, the Vinelake Cemetery has been experiencing above average cemetery services in which the existing budget cannot keep pace.

Maurice Goulet

Requesting Department Head Signature

Availability of funds:

<u>Director of Public Works</u>	<u>05/20/2024</u>
Title	Date

<u>Town Accountant</u>	<u>Date</u>
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Signature for SELECTBOARD

Approved _____ Disapproved _____

Number Present and Voting _____

Date _____

Signature for WARRANT COMMITTEE

Approved _____ Disapproved _____

Number Present and Voting _____

Date _____

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Town of Medfield

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Transfer from: 614201-510100 Sewer Department - Salaries
Account Number

Transfer to: 614202-522310 Sewer Department - Chemicals
Account Number Account Name

Requested amount of transfer:

\$25,000.00

Reason for request: _____

Unexpected failures in multiple processes of the Wastewater Treatment Facility, including the influent screen, clarifiers and sand filtration system. These failures contributed to the use of additional funds for chemical use, parts and electricity.

Maurice Goulet

Requesting Department Head Signature

Availability of funds:

Director of Public Works 05/20/2024
Title Date

Town Accountant Date

Signature for SELECTBOARD

Approved _____ Disapproved _____

Number Present and Voting

Date

Signature for WARRANT COMMITTEE

Approved _____ Disapproved _____

Number Present and Voting

Date

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Request is hereby made for the following transfer in accordance with Chapter 77 of the Acts of 2006 amending Chapter 44, Section 33B of the Massachusetts General Laws to avoid appropriation deficits.


Transfer from: 510100 Police Salaries
Account Number Account Name

Transfer to: 521230 Traffic Markings
Account Number Account Name

Requested amount of transfer:

\$16,176.09

Reason for request: The Traffic Markings contract for line painting increased
significantly.


Requesting Department Head Signature

Availability of funds:

Chief 6-7-24
Title Date

Town Accountant Date

Signature for BOARD OF SELECTMEN

Approved _____ Disapproved _____

Number Present and Voting _____

Date

Signature for WARRANT COMMITTEE

Approved _____ Disapproved _____

Number Present and Voting _____

Date

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Board of Selectmen & Warrant Committee

Town of Medfield

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Transfer from: 510100 Police Salaries
Account Number Account Name

Transfer to: 520510 Police Officer Equipment
Account Number Account Name

Requested amount of transfer:

\$10,839.39

Reason for request: Return funds for Stanton Grant

Benny R. McNamee
Requesting Department Head Signature

Availability of funds:

DEPUTY CHIEF
Title

6/14/24
Date

Town Accountant

Date

_____ Signature for BOARD OF SELECTMEN	Approved _____	Disapproved _____
_____ Date	Number Present and Voting _____	

_____ Signature for WARRANT COMMITTEE	Approved _____	Disapproved _____
_____ Date	Number Present and Voting _____	

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Board of Selectmen & Warrant Committee
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Transfer from:	<u>122072-522055</u> Account Number	<u>CONTR SVC-AMBUL BILLING SERV</u> Account Name
Transfer to:	<u>122071-510100</u> Account Number	<u>F&R OP SAL EXP</u> Account Name
Requested amount of transfer:	<div>\$27,418.00</div>	

Reason for request: Potential need for unanticipated overtime expenses during the fiscal year's final pay period

William C. Carrico II

Requesting Department Head Signature

Availability of funds:

Fire Chief 6/7/2024
Title Date

Town Accountant Date

_____ Signature for BOARD OF SELECTMEN	Approved _____	Disapproved _____
_____ Date	Number Present and Voting _____	

_____ Signature for WARRANT COMMITTEE	Approved _____	Disapproved _____
_____ Date	Number Present and Voting _____	

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Request is hereby made for the following transfer in accordance with Chapter 77 of the Acts of 2006 amending Chapter 44, Section 33B of the Massachusetts General Laws to avoid appropriation deficits.

Transfer from:	<u>015992-521700</u>	<u>DUES & MEMBERSHIPS</u>
	Account Number	Account Name
Transfer to:	<u>015991-510100</u>	<u>OUTREACH SAL EXP</u>
	Account Number	Account Name

Requested amount of transfer:

\$1,180.00

Reason for request: Transition from Outreach Director to Human Services Director


Requesting Department Head Signature

Availability of funds:

Assistant Town Administrator
Title

6/7/24
Date

Town Accountant

Date

Signature for BOARD OF SELECTMEN

Date

Approved Disapproved
Number Present and Voting

Signature for WARRANT COMMITTEE

Date

Approved Disapproved
Number Present and Voting

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Board of Selectmen & Warrant Committee
Town of Medfield

Request is hereby made for the following transfer in accordance with Chapter 77 of the Acts of 2006 amending Chapter 44, Section 33B of the Massachusetts General Laws to avoid appropriation deficits.

Transfer from:	<u>011521-510150</u>	<u>MANAGERIAL MERIT</u>
	Account Number	Account Name
Transfer to:	<u>015991-510100</u>	<u>OUTREACH SAL EXP</u>
	Account Number	Account Name

Requested amount of transfer:

\$5,000.00

Reason for request: Transition from Outreach Director to Human Services Director


Requesting Department Head Signature

Availability of funds:

Assistant Town Administrator
Title

6/7/24
Date

Town Accountant Date

_____ Signature for BOARD OF SELECTMEN	Approved _____	Disapproved _____
_____ Date	Number Present and Voting _____	

_____ Signature for WARRANT COMMITTEE	Approved _____	Disapproved _____
_____ Date	Number Present and Voting _____	

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Board of Selectmen & Warrant Committee
Town of Medfield

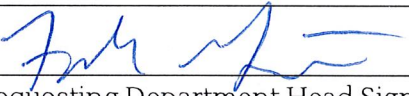
Request is hereby made for the following transfer in accordance with Chapter 77 of the Acts of 2006 amending Chapter 44, Section 33B of the Massachusetts General Laws to avoid appropriation deficits.

Transfer from:	<u>012411-510100</u>	<u>INSPECTORS SAL EXP</u>
	Account Number	Account Name
Transfer to:	<u>012441-510100</u>	<u>SEALER-RATE</u>
	Account Number	Account Name

Requested amount of transfer:

\$3,500.00

Reason for request: New intermunicipal agreement for a shared sealer of weights and measures
was required during the course of the fiscal year



Requesting Department Head Signature

Availability of funds:

Assistant Town Administrator 6/7/24

Title Date

Town Accountant Date

_____ Signature for BOARD OF SELECTMEN	Approved _____	Disapproved _____
_____ Date	Number Present and Voting _____	

_____ Signature for WARRANT COMMITTEE	Approved _____	Disapproved _____
_____ Date	Number Present and Voting _____	

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Requested Under The Provisions Of Chapter 77 of the Acts of 2006
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Board of Selectmen & Warrant Committee
Town of Medfield

Request is hereby made for the following transfer in accordance with Chapter 77 of the Acts of 2006 amending Chapter 44, Section 33B of the Massachusetts General Laws to avoid deficits.

Transfer from: 016301-510100 P&R Salaries
Account Number Account Name

Transfer to: 016302-520200 Grounds and Building
Account Number Account Name

Requested amount of transfer: \$4,500.00

Reason for request: Had to replace Pfaff Computers unexpectedly.
Also had two zones fail for irrigation which we had to fix.

Katie Wapner
Requesting Department Head Signature

Availability of funds:

Director 06/11/2024
Title Date

Town Accountant

Signature for BOARD OF SELECTMEN	Approved _____	Disapproved _____
Date _____	Number Present and Voting _____	

Signature for WARRANT COMMITTEE	Approved _____	Disapproved _____
	Number Present and Voting _____	

Requested Under The Provisions Of Chapter 77 of the Acts of 2006
amends M.G.L. Chapter 44 section 33B
amended per Municipal Modernization Act of 2016
(Requests allowed at fiscal year end, May, June, and the first 15 days of July)

Request is hereby made for the following transfer in accordance with Chapter 77 of the Acts of 2006 amending Chapter 44, Section 33B of the Massachusetts General Laws to avoid appropriation deficits.

Requested amount of transfer:	\$36,050.00
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Availability of funds:

Town Accountant
Date

Signature for BOARD OF SELECTMEN _____	Approved _____	Disapproved _____
Date _____	Number Present and Voting _____	

_____ Signature for WARRANT COMMITTEE	Approved _____	Disapproved _____
_____ Date	_____ Number Present and Voting	

Request for Transfer from the Reserve Fund

June 4, 2024

Date _____

Warrant Committee
Town of Medfield

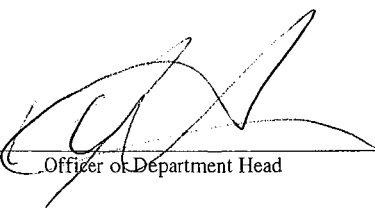
Dear Committee Members:

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws:

1. Amount requested: \$ 2567.50
2. To be transferred to: Assessor Dept Salary 011411-510100
(Give Name and No. of Appropriation)
3. Present balance in said appropriation: \$ 15,835.88
4. The amount requested will be used for (give specific purpose):
To pay the data collector for assistance with the recertification data collection. Approved by the Town Administrator already.

5. **This expenditure is extraordinary and/or unforeseen for the following reasons.**

See above



Officer or Department Head

Action of Warrant Committee

Date of Meeting _____ Number Present and Voting _____
Transfer voted in the sum of \$ _____ Transfer disapproved ☐

Warrant Committee Chair

**Request must be made and transfer voted before any
expenditure in excess of appropriation is incurred.**

Distribution: White - Warrant Comm. Canary - Town Accountant Pink - Department

Request for Transfer from the Reserve Fund

Date May 30, 2024

Warrant Committee
Town of Medfield

Gentlemen:

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws:

1. Amount requested:
2. To be transferred to:

\$ 550.⁰⁰
011612 Town Clerk
(Give Name and No. of Appropriation)
\$ 409.⁰⁰ (general operating)

3. Present balance in said appropriation:
4. The amount requested will be used for (give specific purpose):

dog licensing expenses / town clerk conference

5. This expenditure is extraordinary and/or unforeseen for the following reasons.

Increase in dog expense budget approved for 2025.
This is to cover shortage of 2024, cost coverage
of town clerk conference of June 2024

Maurice Bonaldi
Officer or Department Head

Action of Warrant Committee

Date of Meeting _____ Number Present and Voting _____

Transfer voted in the sum of \$ _____ Transfer disapproved ☐

Chairman Warrant Committee

Request must be made and transfer voted before any
expenditure in excess of appropriation is incurred.

Distribution: White - Warrant Comm.

Canary - Town Accountant

Pink Department

Request for Transfer from the Reserve Fund

Date 6/10/2024

Warrant Committee
Town of Medfield

Dear Committee Members:

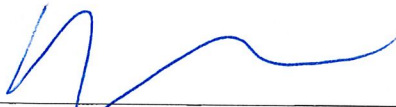
Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws:

1. Amount requested: \$ 2,000
2. To be transferred to: Town Administrator Professional Development - 011232 - 521050
(Give Name and No. of Appropriation)
3. Present balance in said appropriation: \$ 719.22
4. The amount requested will be used for (give specific purpose):

*Payment for attendance/participation in
Suffolk Municipal Leadership/Management
Program.*

5. This expenditure is extraordinary and/or unforeseen for the following reasons.

*Previously undetermined availability/location of
2024/2025 program and acceptance is not guaranteed.*



Officer or Department Head

Action of Warrant Committee

Date of Meeting _____ Number Present and Voting _____
Transfer voted in the sum of \$ _____ Transfer disapproved ☐

Warrant Committee Chair

**Request must be made and transfer voted before any
expenditure in excess of appropriation is incurred.**

Distribution: White - Warrant Comm.

Canary - Town Accountant

Pink - Department

Request for Transfer from the Reserve Fund

Date 06/13/24

Warrant Committee
Town of Medfield

Dear Committee Members:

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws:

1. Amount requested: \$ 15,000
2. To be transferred to: 011712-521916 CONS CONSULTANT
(Give Name and No. of Appropriation)
3. Present balance in said appropriation: \$ 14,647.01
4. The amount requested will be used for (give specific purpose):

Additional money is needed to pay our Interim Conservation Agent, who is a consultant from Comprehensive Environmental INC. We are also (separately) requesting a transfer of the Conservation Agent Salary line into our Conservation Consultant operating line, but the salary line alone is not enough to cover due invoices, hence the RFT Request.

5. This expenditure is extraordinary and/or unforeseen for the following reasons.

We have had an opening for a Conservation Agent for over a year, with no candidates. Our Interim Agent is a consultant and charges per hour, but his work and billing fluctuate depending on how many projects are submitted to the Commission for review.

Maria De La Fuente, Dir. of Land Use
Officer or Department Head

Action of Warrant Committee

Date of Meeting _____ Number Present and Voting _____

Transfer voted in the sum of \$ _____

Transfer disapproved ☐

Warrant Committee Chair

Request must be made and transfer voted before any expenditure in excess of appropriation is incurred.

Request for Transfer from the Reserve Fund

Date 6/10/2024

Warrant Committee
Town of Medfield

Dear Committee Members:

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws:

1. Amount requested: \$ 25,000
2. To be transferred to: Information Technology 01152-521500
(Give Name and No. of Appropriation)
3. Present balance in said appropriation: \$ -21,140.98
4. The amount requested will be used for (give specific purpose):

Google account subscriptions

5. This expenditure is extraordinary and/or unforeseen for the following reasons.

Google pricing fluctuated mid-year,
new contract negotiated.



Officer or Department Head

Action of Warrant Committee

Date of Meeting _____ Number Present and Voting _____

Transfer voted in the sum of \$ _____ Transfer disapproved ☐

Warrant Committee Chair

**Request must be made and transfer voted before any
expenditure in excess of appropriation is incurred.**

Distribution: White - Warrant Comm.

Canary - Town Accountant

Pink - Department

Request for Transfer from the Reserve Fund

Date 6/18/24

Warrant Committee
Town of Medfield

Dear Committee Members:

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws:

1. Amount requested: \$ 4,385
2. To be transferred to: Outreach Salary 015991-510100
(Give Name and No. of Appropriation)
3. Present balance in said appropriation: \$ 1,140.64
4. The amount requested will be used for (give specific purpose):

Vacation pay-out

5. This expenditure is extraordinary and/or unforeseen for the following reasons.

During internal audit, discrepancy in vacation day reporting discovered

Officer or Department Head

Action of Warrant Committee

Date of Meeting _____ Number Present and Voting _____

Transfer voted in the sum of \$ _____ Transfer disapproved ☐

Warrant Committee Chair

Request must be made and transfer voted before any expenditure in excess of appropriation is incurred.

Distribution: White - Warrant Comm.

Canary - Town Accountant

Pink - Department

	FY24 Reserve Fund Transfers		
<u>Requested Transfers</u>			
Department	Account	Amount	WC Approval Date
Accounting		\$11,500	1/30/2024
Conservation Commission		\$28,701	1/30/2024
Legal		\$25,000	4/2/2024
Cemetery		\$30,485	4/2/2024
<i>Town Clerk</i>		\$550	<i>TBD</i>
<i>IT</i>		\$25,000	<i>TBD</i>
<i>Assessors</i>		\$2,568	<i>TBD</i>
<i>Town Administrator</i>		\$2,800	<i>TBD</i>
<i>Outreach</i>		\$4,385	<i>TBD</i>
<i>Conservation Commission</i>		\$15,000	<i>TBD</i>
Remaining Balance		\$24,011.98	