

# APPROPRIATION TRANSFERS

Requested Under The Provsions 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: 011342-540220 Town Accountant Office Supplies  
Account Number Account Name

Transfer to: 013012-565000 Regional School Assessment  
Account Number Account Name

Requested amount of transfer:

\$ 38

Reason for request: The Tri-County Assessment was  
budgeted in whole dollars rounded  
down. There was a 38 cent average  
as a result.

[Signature]  
Requesting Department Head Signature

Availability of funds:

Town Accountant 6/13/25  
Title Date

[Signature] 6/13/25  
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: 014911-510100 Cemetery – Cemetery Salaries  
Account Number Account Name

Transfer to: 014912-522030 Cemetery – Contract Services Cemetery  
Account Number Account Name

Requested amount of transfer:

\$10,000.00

Reason for request:

Increase in contract services as a result of increased internments.

*Maurice Goulet*

Requesting Department Head Signature

Availability of funds:

Director of Public Works

06/16/2025

Title

Date

*AW 1st*  
Town Accountant

6/16/25

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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Board of Selectmen & Warrant Committee  
Town of Medfield

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Transfer from: 014262-520300 Equip. Repair and Maint. – Equip. Repair Service  
Account Number Account Name

Transfer to: 014332-520200 Solid Waste Disposal - Grounds and Building Maint.  
Account Number Account Name

Requested amount of transfer:

\$35,000.00

Reason for request:

The existing electrical system feeding the recycling equipment was found to be faulty and in need of replacement prior to the installation of the new recycling compactor. New electrical panel was also installed. This was an unanticipated expense.

*Maurice Goulet*

Requesting Department Head Signature

Availability of funds:

Director of Public Works 06/16/2025  
Title Date

*[Signature]* 6/16/25  
Town Accountant Date

Signature for SELECTBOARD	Approved _____	Disapproved _____
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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: 011752-521850 PROFESSIONAL DEVE  
Account Number Account Name

Transfer to: 011751-510100 TN PLANNR DPT SAL  
Account Number Account Name

Requested amount of transfer: \$660.02

Reason for request: Staff member worked overtime to catch the Land Use Department up on  
past meeting minutes, for which we were falling behind, and to do additional filing and organizing when  
the new carpet was being installed. The Dept is now almost fully caught up in minutes, and the staff  
member will be returning to her usual hours.

*Fernanda*  
Requesting Department Head Signature

Approx. \$2,192  
Availability of funds:

Director of Land Use and Planning. 06/09/25  
Title Date

*[Signature]* 6/16/25  
Town Accountant Date

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Transfer from: 011341-510100 Town Accountant Salary  
Account Number Account Name

Transfer to: 011231-510100 Town Administrator Salary  
Account Number Account Name

Requested amount of transfer:

\$1,213.60

Reason for request:

Tracey Klenk was hired as a full-time customer  
service coordinator/assistant town clerk using the money  
left over from a part-time person leaving in the Town  
Accountant's office. That position will not be filled in the future

Requesting Department Head Signature

Availability of funds:

Title

Date

AW

6/13/25

Town Accountant

Date

Signature for BOARD OF SELECTMEN

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Number Present and Voting

Date

Signature for WARRANT COMMITTEE

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

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Date

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Board of Selectmen & Warrant Committee  
Town of Medfield

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Transfer from: 012411-510100 Inspections Salary  
Account Number Account Name

Transfer to: 012442-521917 Sealer-Contract  
Account Number Account Name

Requested amount of transfer: \$6,500.00

Reason for request: Prior year sealer of weights and measures bill

Requesting Department Head Signature

Availability of funds:

Title Date

AW L ST 6/16/25  
Town Accountant Date

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Board of Selectmen & Warrant Committee  
Town of Medfield

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Transfer from: 019122-570100 Workers Compensation Insurance  
Account Number Account Name

Transfer to: 019452-575000 Property and Liability Insurance  
Account Number Account Name

Requested amount of transfer:

\$3,342.00

Reason for request:

MIAA credits were allocated per insurance  
type instead of across the board leaving property and  
liability estimate off.

Requesting Department Head Signature

Availability of funds:

Title

Date

Town Accountant

Date

Signature for BOARD OF SELECTMEN

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Number Present and Voting

Date

Signature for WARRANT COMMITTEE

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

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Board of Selectmen & Warrant Committee  
Town of Medfield

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Transfer from: 012912-520300 Emergency Management Equipment  
Account Number Account Name

Transfer to: 0122071-510100 Fire operations salary  
Account Number Account Name

Requested amount of transfer: \$ 77,74

Reason for request: Overage is due to unexpected retirement and change in staffing

[Signature]  
Requesting Department Head Signature  
Chief 6/16/25  
Title Date

Availability of funds:  
[Signature] 6/16/25  
Town Accountant Date

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Board of Selectmen & Warrant Committee  
Town of Medfield

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Transfer from: 012911-519009 Emergency Management Stipend  
Account Number Account Name

Transfer to: 0122071-510100 Fire operations salary  
Account Number Account Name

Requested amount of transfer: \$ 463.75

Reason for request: Overage is due to unexpected retirement and change in staffing  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

[Signature]  
Requesting Department Head Signature  
Chief 6/16/25  
Title Date

Availability of funds:  
CW W Fort 6/16/25  
Town Accountant Date

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Board of Selectmen & Warrant Committee  
Town of Medfield

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deficits.

Transfer from:	011922-510100	BLD FAC MAI SAL
	Account Number	Account Name
Transfer to:	011922-524010-100	Town Hall Building Contracts
	Account Number	Account Name
Requested amount of transfer:		\$10,000.00

Reason for request: New Facilities Director hired mid-fiscal year after budget was set.  
maintenance projects completed than usual.

					
Requesting Department Head Signature			Availability of funds:		
Director of Facilities 6/14/25			C116125		
Title		Date	Town Accountant		

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

		Approved	Disapproved
Signature for WARRANT COMMITTEE		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.

Reason for request: Invoices for siting and stormwater review for the modular project prior to the  
bid opening. Groundskeeper contractor was engaged to do work due to staffing changes.

Town Accountant \_\_\_\_\_ Date \_\_\_\_\_

# Request for Transfer from the Reserve Fund

Date June 16, 2025

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: \$ 5,619.64
2. To be transferred to: 011231-510100  
(Give Name and No. of Appropriation)
3. Present balance in said appropriation: \$ 8,098.55
4. The amount requested will be used for (give specific purpose):  
Town Administrator's office salaries.

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

Overlap in Assistant Town Administrator pay  
for staff due to turnover.

\_\_\_\_\_  
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 June 16, 2025

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: \$ 50,000
2. To be transferred to: Town Counsel 011512-521902  
(Give Name and No. of Appropriation)
3. Present balance in said appropriation: \$ 482.00
4. The amount requested will be used for (give specific purpose):  
Pay outstanding legal fees.

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

Increase in staff internal investigations and need for outside labor counsel. New firm was hired to complete environmental review of MSH overlook was more expensive than previous lawyer.

\_\_\_\_\_  
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.**