

Town of Dunstable

# Board of Selectmen's Meeting



June 27, 2023



**NOTICE OF A PUBLIC MEETING POSTED IN ACCORDANCE WITH  
THE PROVISIONS OF MGL 30A §18 – 25**

BOARD/COMMITTEE/COMMISSION: **Board of Selectmen**

DATE SUBMITTED TO TOWN CLERK: **June 23, 2023**

Amended 6/26/23 to Remove Treasurer/Collector agenda item

MEETING DATE: **Tuesday, June 27, 2023 TIME: 6 PM**

LOCATION: **Town Hall, 511 Main Street, Dunstable, MA**

**Topics the Chair Reasonably Anticipates will or could be Discussed:**

Note: All topic placement & times are estimated and may vary *tremendously* from projections

**SCHEDULED AGENDA**

6:00	1.	<i>Call to Order</i>
6:01	2.	<i>Public Forum</i>
6:05	3.	<i>Appointments – Lowell Regional Transit Authority and N. Central Health Ins. Group*</i>
6:10	4.	<i>Fire Station Roof Replacement – Award Contract*</i>
6:25	5.	<i>Year End Budget Transfers* (Joint Meeting with the Advisory Board)</i>
6:55	6.	<i>New/Old Business</i>
7:00	7.	<i>Adjourn</i>

**\*Votes likely to be taken**

(Note: This listing of matters reflects those reasonably anticipated by the chair which may be discussed at the meeting Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law )

You can watch Board of Selectmen meetings at the following link: <https://www.youtube.com/@townofdunstable3179/>

Appointments – Staff, Committee’s, Boards, & Commissions

June 27, 2023

<b>Committee/Commission/Board/Staff</b>	<b>Name</b>	<b>Term (Years)</b>	<b>Term Expiration</b>
<b>Police Department - Chief of Police</b>	Erik Hoar	1	2024
<b>CPC (Conservation Designee)</b>	Alan Starbird	1	2024
<b>Rep to Lowell Regional Transit Authority</b>	David Tully, Sr.	1	2024
<b>N. Central Insurance Group - Member</b>	Bonnie Ricardelli	1	2024
<b>N. Central Insurance Group - Alternate</b>	Jason Silva	1	2024
<b>Cultural Council</b>	Anne Paquin	3	2026
<b>Historical Commission</b>	Raymond Sullivan	3	2026







Town of Dunstable  
Town Hall  
511 Main Street  
Dunstable, MA 01827

ATTN: Jason Silva  
RE: Bid for roof replacement Dunstable Fire Station at 28 Pleasant Street  
Roof Area Approx. 1800 SQ FT

Gentlemen,

We propose to furnish all necessary labor, equipment and materials in order to install a roof at the above job site location and offer the following outline for your consideration.

- 1.) Remove existing rubber roof and insulation to expose existing tar & gravel roof.
- 2.) Furnish & install new pressure treated nailer at perimeter of roof, left side and rear of building.
- 3.) Remove 2 course of shingles to prepare for installation of rubber roof.
- 4.) Over tar & gravel, install 1" polyisocyanurate insulation fastened per manufacturer recommendations.
- 5.) Over insulation, furnish & install a .060 EPDM rubber roof system complete with all flashings, adhesives and caulking as furnished by manufacturer.
- 6.) Flashings include existing (3) pipe penetration, parapet wall, shingle tie-in and edge metal.
- 7.) Furnish & install new 032 white edge metal.
- 8.) Re-shingle over newly installed membrane and terminate with skirt metal per manufacturers specifications.
- 9.) Complete all field area and edge metal flashing as required by manufacturer.
- 10.) Prior to commencement of work, issue town with insurance certificates and 50% payment bond.
- 11.) Remove all roof related job site debris from job site.
- 12.) Furnish owner with 10 year material and labor manufacturer warranty upon completion and subsequent inspection.

ALL TYPES OF ROOFING  
COMMERCIAL & RESIDENTIAL

**DANIEL F. WALKER**  
PRESIDENT

**JODY L. WALKER**  
TREASURER/CLERK

MA CONSTRUCTION SUPERVISOR  
LICENSE # 051872

HOME IMPROVEMENT CONTRACTOR  
REGISTRATION #112693

MEMBER NATIONAL ROOFING  
CONTRACTORS ASSOCIATION

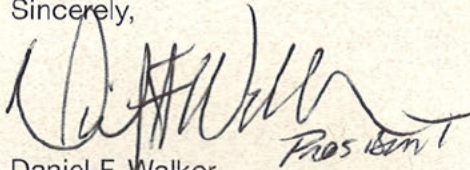
MEMBER NORTH/EAST ROOFING  
CONTRACTORS ASSOCIATION



For the above we quote the sum of \$26,800.

If you have any questions pertaining to the above, please do not hesitate to contact me.

Sincerely,



*Pros 1001 T*

Daniel F. Walker  
Signature Roofing, Inc.  
Cell #: 617-775-4326





shall mean the bond of a surety company qualified to do business under the laws of the commonwealth and satisfactory to the awarding authority; and provided further, that if there is more than 1 surety company, the surety companies shall be jointly and severally liable. [M.G.L. c.30, §39M(c)].

- (c) The Town reserves the right to conduct its own investigation to verify whether a bidder is responsible and eligible.

#### REFERENCES

All bidders must supply 3 references with whom the bidder has done business within the last twelve (24) months.

Name: Town of Hingham/LINDA HARPER STONE

Phone #: 781-741-1405 x 2600

Address: 66 LEAVITT ST. Hingham

Name: WRENTHAM STATE SCHOOL / MIKE GARDNER

Phone #: 508-328-3837

Address: 4 FINCH RD WRENTHAM MA.

Name: STATE HOSPITAL SYSTEM / PAUL BEATON

Phone #: 617-529-4389

Address: 2 DUDLEY ST. FEARNINGHAM MA.

COMPANY NAME: SIGNATURE ROOFING SYSTEMS, Inc.

SIGNATURE:  President

**CERTIFICATION OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION  
(OSHA) TRAINING**

In accordance with Massachusetts General Law 30: Section 39S, as amended by Chapter 306 of the Acts of 2004, effective 7/1/06, for all contracts for the construction, reconstruction, alteration, remodeling or repair of any public work or the construction, reconstruction, installation, demolition, maintenance or repair of any public building estimated to cost more than \$10,000, the Contractor hereby certifies to the following:

(1) that he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed in the work; (2) that all employees to be employed at the worksite will have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least 10 hours in duration at the time the employee begins work and who shall furnish documentation of successful completion of said course with the first certified payroll report for each employee; and (3) that all employees to be employed in the work subject to this bid have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least 10 hours in duration.

(a) Any employee found on a worksite subject to this section without documentation of successful completion of a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least 10 hours in duration shall be subject to immediate removal.

(b) The attorney general, or their designee, shall have the power to enforce this section including the power to institute and prosecute proceedings in the superior court to restrain the award of contracts and the performance of contracts in all cases where, after investigation of the facts, they have made a finding that the award or performance has resulted in violation, directly or indirectly, of subsection (b), and they shall not be required to pay to the clerk of the court an entry fee in connection with the institution of the proceeding.

The undersigned hereby certifies under the penalties of perjury to the above:

Company: SIGNATURE ROOFING SYSTEMS, Inc

Authorized Signature: [Handwritten Signature]

Print Name: DANIEL F. WALKER

Title: President

Date: 6/19/23

Telephone: Cell # 617-775-4326



**Revenue Enforcement and Protection Certification (REAP)**

Pursuant to M.G.L. c. 62C, §49A, I certify under the penalties of perjury that, to the best of my knowledge and belief, the company, corporation, partnership or entity named below is in compliance with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

ENTITY NAME: SIGNATURE ROOFING SYSTEMS, INC.

By:  6/19/23  
Authorized signature Date

DANIEL F. WALKER President  
Name of person signing above (type/print)

341 WINTER ST. NOEWELL MA. 02061  
Business address

Call# 617-775-4326 Office 781-659-2955  
Telephone Number

SOMWBA Certification

Date of Certification by State Office of Minority and Women Business Assistance  
(SOMWBA)

NOT Somba Certified

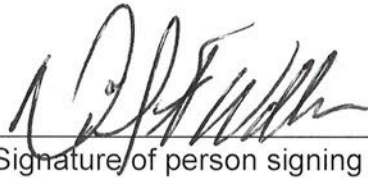
Daniel F. Walker President SOS Inc. 6/19/23  
Authorized Signature Date

DANIEL F. WALKER  
Printed Name



### Certificate of Non-Collusion

The undersigned certifies under penalty of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club or other organization, entity, or group of individuals.



\_\_\_\_\_  
Signature of person signing bid or proposal

*DANIEL F. WALKER President*

\_\_\_\_\_  
Printed Name of person and title

*SIGNATURE ROOFING SYSTEMS INC.*

\_\_\_\_\_  
Company name

*6/19/23*

\_\_\_\_\_  
Date

**Addendum #1: IFB Rubber Roof Replacement at the Dunstable Fire Station**

This addendum modifies the original solicitation as described. The addendum may contain supplemental information, clarifications to the solicitation, or substantive changes to terms and conditions, unit pricing, or submittal dates and times. Those submitting a response to the solicitation are required to sign and acknowledge this addendum, and include the form in the response. Failure to do so may result in rejection of the response.

Purpose: The Town of Dunstable is seeking proposals from contractors to perform roof replacement at the Dunstable Fire Station.

**Addendum to Specification: The Dunstable Fire Department will be hosting a voluntary site visit on Monday, June 12, 2023, at 10 AM. The Fire Station is located at 28 Pleasant Street, Dunstable, MA 01827.**

Also, included in this addendum is an Addenda Acknowledgement Form posted on the Town's website, [www.dunstable-ma.gov](http://www.dunstable-ma.gov) with this addendum, and on COMMBUYS.

Released: June 5, 2023

Released by: Jason Silva, Town Administrator



## **Addendum #2: IFB Rubber Roof Replacement at the Dunstable Fire Station**

This addendum may contain supplemental information, clarifications to the solicitation, or substantive changes to terms and conditions, unit pricing, or submittal dates and times. Those submitting a response to the solicitation are required to sign and acknowledge this addendum, and include the form in the response. Failure to do so may result in rejection of the response.

Purpose: The Town of Dunstable is seeking proposals from contractors to perform roof replacement at the Dunstable Fire Station.

**Addendum to Specification:** This addendum is issued in response to questions that have been received to-date regarding the IFB for the Rubber Roof Replacement at the Dunstable Fire Station Project.

**Contractors that intend to submit a proposal must include the Addenda Acknowledgement Form with their response and must acknowledge the receipt of both Addendum #1 and #2.**

The Addenda Acknowledgement Form is posted on the Town's website, [www.dunstable-ma.gov](http://www.dunstable-ma.gov) with this addendum, and on COMMBUYS.

**QUESTION:** Under the rubber roof at the Dunstable Fire Station, there is a tar and gravel roof. Does the Town want the tar and gravel roof removed or the rubber roof installed on top of the tar and gravel roof?

**ANSWER:** The specification does not call for the removal of the tar and gravel roof. It can remain in place with the rubber roof installed on top of the tar and gravel roof.

**QUESTION:** How thick should the installation be under the rubber roof?

**ANSWER:** Responses to the IFB should specify the thickness of the installation needed based on project need.

Released: June 12, 2023

Released by: Jason Silva, Town Administrator

**ADDENDA ACKNOWLEDGMENT**

**RUBBER ROOF REPLACEMENT AT THE DUNSTABLE FIRE STATION**

The bidder or proposer must complete and sign this form and submit it with each bid.

PROJECT NAME: IFB RUBBER ROOF Replacement at the Dunstable Fire Station

Addendum Number(s) (Can be listed on one line or separate lines):

# 1 Acknowledged [Signature] 6/14/23  
# 2 Acknowledged [Signature] 6/14/23

The undersigned hereby acknowledges receipt of the addenda listed above and has taken the information contained therein into full consideration in the formulation of each bid. Failure to acknowledge receipt of each addendum may be cause for rejection of the Bid.

Company Name: SIGNATURE Roofing Systems Inc

Printed Name: DANIEL F. WILSON

Title: President

Signature: [Signature] Date: 6/14/23



Rubber Roof Replacement at the Dunstable Fire Station

Company	Bid Amount	Forms Submitted	Addenda Acknowledgement	Comments
<b>Signature Roofing</b>	<b>\$26,800</b>	Y	Y	<b>Complete Bid Package</b>
FRG Contractor Corp	\$33,750	Y	Y	Complete Bid Package
K&G Remodeling Inc.	\$35,850	Y	Y	Complete Bid Package
VOMS Construction Inc.	\$37,500	Y	Y	Complete Bid Package
JD Rivet & Company, Inc.	\$44,395.26	Y	Y	Complete Bid Package





## MEMORANDUM

TO: Members of the Select Board and Advisory Board  
FROM: Jason Silva, Town Administrator  
DATE: June 14, 2023  
RE: FY23 Year End Budget Transfers

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Attached is an itemized list of year end budget transfers needed to close FY23. In total, \$119,180 of budgetary transfers are necessary.

Massachusetts General Law, Chapter 44, Section 33B allows for a town, during May and June, and the first 15 days of July of the new fiscal year, through its Select Board, with the agreement of the Advisory Board, to transfer any amount from a departmental or other appropriation to any other appropriation, other than for the use of a municipal light department or a school department, to any other appropriation.

As you know, the amount of any appropriation available to be used as a financing source for another appropriation is the unspent and unencumbered balance, i.e., the amount after all potential liabilities to be charged to the appropriation are considered.

Below I have provided a summary of the end of year transfers and the rationale for each of them:

### **Accounting - \$70**

A minor \$70 adjustment is needed to cover FY23 wages for the remainder of the fiscal year.

### **Treasurer/Collector - \$41,000**

A salary adjustment of an anticipated \$11,000 is needed to cover an existing deficit in the amount of \$5,080 and salary costs through the remainder of the year. The budget variance in salaries was caused by the overlap in salaries being paid to the former Treasurer/Collector and the current Treasurer/Collector, and the current Treasurer/Collector receiving a higher salary than what was budgeted.

A transfer in the amount of \$30,000 to Professional and Technical is needed to cover an existing deficit of \$23,101 and expenses through the end of the fiscal year. Reconciling cash had not been done since the beginning of the fiscal year (August). To catch-up, it was necessary to bring on contract services to perform 8 months of cash reconciliation work. To-date we have

expended \$24,188, and it is anticipated the Town will need an additional \$5,000-\$6,000 to reconcile cash through March. Bonnie Ricardelli, who started back with the Town as interim Treasurer/Collector in April, will complete the remainder of the fiscal year.

**Selectmen - \$4,500**

The \$4,500 transfer is needed to cover an existing deficit in the amount of \$3,564, primarily to cover the cost of the Town's membership dues for the Northern Middlesex Stormwater Collaborative in the amount of \$4,800 through NMCOG. This request will also allow for funds to cover expenses through the end of the fiscal year.

**Town Counsel - \$20,000**

The \$20,000 transfer is necessary to cover an existing deficit in the amount of \$12,621 in the Town Counsel budget and legal services through the remainder of the fiscal year.

**Streetlights - \$2,600**

The \$2,600 transfer request is needed to cover an existing deficit in the amount of \$469 and street light charges through the end of the fiscal year.

**Town Hall - \$15,000**

The \$15,000 transfer is needed due to an existing deficit of \$8,555 primarily caused by expenditures related to energy and utilities, and property-related services, the majority of which account for landscaping and copier/printer related costs. This request will also cover expenditures through the end of the fiscal year including unanticipated expenses to repair the irrigation system at Town Hall.

**Election - \$710**

A \$710 adjustment is needed to cover FY23 Election wages already incurred.

**Fire - \$12,800**

The Fire Department is requesting a total of \$12,800 in transfers to multiple budget line items to close out FY23 and cover an existing budget deficit of \$7,203.51 in the Department's expense lines. A breakdown of the transfer requests is as follows:

- \$3,221.60: Phone bills and other general expenses to close existing deficit
- \$2,000: Hydrostatic cylinder testing
- \$1,000: Epi Pens
- \$778.40: Fuel for apparatus
- \$2,100: Energy costs
- \$3,700: Apparatus maintenance, inspections, related fees

The Fire Department is covering this transfer within their existing appropriation, moving funds from salary to expense lines.

**Water - \$10,000**

The Water Department budget did not include salary expenses which will be covered by this transfer request.

**Snow and Ice - \$12,500**

The transfer is necessary to balance out the salary budget and the Highway Department is covering this transfer within their existing appropriation, moving funds from expense to salary lines.



Account Number - Transfer to	Account Name - Transfer to	Amount Requested	Account Number - Transfer from	Account Name - Transfer from	Remaining Balance
0001-01-135-5120-0000-001	Accounting Clerical Wages	\$70.00	0001-01-135-5300-0000-005	Accounting Professional and Technical	\$1,686.01
0001-01-162-5120-0000-005	Election and Registrar Wages	\$710.00	0001-01-161-5122-0000-000	Town Clerk Interim/Election Consulting	\$9,311.13
0001-01-145-5120-0000-000	Treasurers Salary	\$11,000.00	0001-09-914-5700-0000-000	Group Health Insurance	\$152,530.66
0001-01-145-5300-0000-005	Treasurers Professional and Technical	\$30,000.00	0001-09-914-5700-0000-000	Group Health Insurance	\$122,530.66
0001-01-122-5730-0000-005	Selectmen Dues and Membership	\$4,500.00	0001-09-914-5700-0000-000	Group Health Insurance	\$118,030.66
0001-01-151-5300-0000-000	Town Counsel Professional Legal Services	\$20,000.00	0001-09-914-5700-0000-000	Group Health Insurance	\$98,030.66
0001-04-424-5120-0000-000	Street Lights Energy	\$2,600.00	0001-09-914-5700-0000-000	Group Health Insurance	\$95,430.66
6500-04-450-5120-0000-001	Water Clerical Wages	\$10,000.00	0001-09-914-5700-0000-000	Group Health Insurance	\$85,430.66
0001-01-192-5210-0000-005	Town Hall Energy	\$10,000.00	0001-09-914-5700-0000-000	Group Health Insurance	\$75,430.66
0001-01-192-5230-0000-005	Town Hall Non-Energy Utilities	\$2,700.00	0001-09-914-5700-0000-000	Group Health Insurance	\$72,730.66
0001-01-192-5290-0000-005	Town Hall Other Property Related Services	\$2,300.00	0001-09-914-5700-0000-000	Group Health Insurance	\$70,430.66
0001-02-220-5340-0000-005	FD Communications	\$3,221.60	0001-02-220-5130-0000-001	FD Overtime	\$3,778.40
0001-02-220-5580-0000-005	FD Supplies/Equipment	\$2,000.00	0001-02-220-5130-0000-001	FD Overtime	\$1,778.40
0001-02-220-5500-0000-005	FD EMS Supplies	\$1,000.00	0001-02-220-5130-0000-001	FD Overtime	\$778.40
0001-02-220-5480-0000-005	FD Fuel/Vehicular Supplies	\$778.40	0001-02-220-5120-0000-001	Fire Chief Wages	\$0.00
0001-02-220-5210-0000-001	FD Energy	\$2,100.00	0001-02-220-5120-0000-001	Fire Chief Wages	\$38,750.51
0001-02-220-5240-0000-005	FD Apparatus/Vehicle Repairs and Maintenance	\$3,700.00	0001-02-220-5120-0000-001	Fire Chief Wages	\$35,050.51
0001-04-423-5110-0000-000	Snow Removal Wages	\$12,500.00	0001-04-423-5530-0000-001	Snow Removal Supplies Salt	\$62,639.73
TOTAL		\$119,180.00			











REQUEST FOR TRANSFER OF APPROPRIATIONS  
In accordance with Chapter 77 of the Acts of 2006,  
MGL Chapter 44, §33B & Chapter 218 of the Acts of 2016

TO: BOARD OF SELECTMEN  
FINANCE COMMITTEE

DATE: 6/2/23

FROM: Will Farrell

OFFICER/DEPT HEAD: Fire

Request is hereby made for the following transfer in accordance with Chapter 77 of the Acts of 2006, MGL Chapter 44, §44, as amended by the Municipal Modernization Act of 2016 (Chapter 218, §75-76, of the Acts of 2016), provides a 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 Advisory Board (Finance Committee) will consider the following:

         Whether the last 2 months of fiscal year or first 15 days of the new fiscal year to apply to the previous fiscal year.

Amount requested: \$ 2,100

To be transferred to: 0001-02-220-5210-0000-001 - FD Energy  
(Name & Number)

To be transferred from: 0001-02-220-5120-0000-001 - Fire Chief Wages  
(Name & Number)

Balance remaining in appropriate from which transferred: \$ 38,750.51

The amount requested to be used for the following reasons:           
to pay the remaining Nexamp bill which has also increased recently  
        

Action by the Board of Selectmen

Action by the Advisory Board (FinCom)

          
Date of Meeting

          
Date of Meeting

Vote: Yes [  ] No [  ]

Vote: Yes [  ] No [  ]

Transfer voted in the sum: \$         

Transfer voted in the sum: \$         

          
Chair, Board of Selectmen

          
Chair, Advisory Board (FinCom)







REQUEST FOR TRANSFER OF APPROPRIATIONS  
In accordance with Chapter 77 of the Acts of 2006,  
MGL Chapter 44, §33B & Chapter 218 of the Acts of 2016

TO: BOARD OF SELECTMEN  
FINANCE COMMITTEE

DATE: 6/2/23

FROM: Will Farrell

OFFICER/DEPT HEAD: Fire

Request is hereby made for the following transfer in accordance with Chapter 77 of the Acts of 2006, MGL Chapter 44, §44, as amended by the Municipal Modernization Act of 2016 (Chapter 218, §75-76, of the Acts of 2016), provides a 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 Advisory Board (Finance Committee) will consider the following:

         Whether the last 2 months of fiscal year or first 15 days of the new fiscal year to apply to the previous fiscal year.

Amount requested: \$ 2,000

To be transferred to: 0001-02-220-5580-0000-005 - FD Supplies/Equipment  
(Name & Number)

To be transferred from: 0001-02-220-5130-0000-001 - FD Overtime  
(Name & Number)

Balance remaining in appropriate from which transferred: \$ 1,778.40

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

Action by the Board of Selectmen

Action by the Advisory Board (FinCom)

\_\_\_\_\_  
Date of Meeting

\_\_\_\_\_  
Date of Meeting

Vote: Yes [ ] No [ ]

Vote: Yes [ ] No [ ]

Transfer voted in the sum: \$ \_\_\_\_\_

Transfer voted in the sum: \$ \_\_\_\_\_

\_\_\_\_\_  
Chair, Board of Selectmen

\_\_\_\_\_  
Chair, Advisory Board (FinCom)



REQUEST FOR TRANSFER OF APPROPRIATIONS  
In accordance with Chapter 77 of the Acts of 2006,  
MGL Chapter 44, §33B & Chapter 218 of the Acts of 2016

TO: BOARD OF SELECTMEN  
FINANCE COMMITTEE

DATE: June 6, 2023

FROM: Highway

OFFICER/DEPT HEAD: [Signature]

Request is hereby made for the following transfer in accordance with Chapter 77 of the Acts of 2006, MGL Chapter 44, §44, as amended by the Municipal Modernization Act of 2016 (Chapter 218, §75-76, of the Acts of 2016), provides a 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 Advisory Board (Finance Committee) will consider the following:

\_\_\_\_\_ Whether the last 2 months of fiscal year or first 15 days of the new fiscal year to apply to the previous fiscal year.

Amount requested: \$ 12,500.-

To be transferred to: Snow Removal Wages  
(Name & Number)

To be transferred from: Snow Removal Supplies Salt  
(Name & Number)

Balance remaining in appropriate from which transferred: \$ 62,639.73

The amount requested to be used for the following reasons: Snow salaries

Action by the Board of Selectmen

Action by the Advisory Board (FinCom)

\_\_\_\_\_ Date of Meeting

\_\_\_\_\_ Date of Meeting

Vote: Yes [ ] No [ ]

Vote: Yes [ ] No [ ]

Transfer voted in the sum: \$ \_\_\_\_\_

Transfer voted in the sum: \$ \_\_\_\_\_

\_\_\_\_\_ Chair, Board of Selectmen

\_\_\_\_\_ Chair, Advisory Board (FinCom)



REQUEST FOR TRANSFER OF APPROPRIATIONS  
In accordance with Chapter 77 of the Acts of 2006,  
MGL Chapter 44, §33B & Chapter 218 of the Acts of 2016

TO: BOARD OF SELECTMEN  
FINANCE COMMITTEE

DATE: 6/6/23

FROM: Susan Bresnick

OFFICER/DEPT HEAD: Jason Silva

Request is hereby made for the following transfer in accordance with Chapter 77 of the Acts of 2006, MGL Chapter 44, §44, as amended by the Municipal Modernization Act of 2016 (Chapter 218, §75-76, of the Acts of 2016), provides a 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 Advisory Board (Finance Committee) will consider the following:

\_\_\_\_\_ Whether the last 2 months of fiscal year or first 15 days of the new fiscal year to apply to the previous fiscal year.

Amount requested: \$ 2,600

To be transferred to: 0001-04-424-5210-0000-000 - Streetlights Energy  
(Name & Number)

To be transferred from: 0001-09-914-5700-0000-000 - Group Health Insurance  
(Name & Number)

Balance remaining in appropriate from which transferred: \$ 95,430.66

The amount requested to be used for the following reasons: \_\_\_\_\_  
to cover deficit due to energy cost increase

Action by the Board of Selectmen

Action by the Advisory Board (FinCom)

\_\_\_\_\_  
Date of Meeting

\_\_\_\_\_  
Date of Meeting

Vote: Yes [ ] No [ ]

Vote: Yes [ ] No [ ]

Transfer voted in the sum: \$ \_\_\_\_\_

Transfer voted in the sum: \$ \_\_\_\_\_

\_\_\_\_\_  
Chair, Board of Selectmen

\_\_\_\_\_  
Chair, Advisory Board (FinCom)















REQUEST FOR TRANSFER OF APPROPRIATIONS  
In accordance with Chapter 77 of the Acts of 2006,  
MGL Chapter 44, §33B & Chapter 218 of the Acts of 2016

TO: BOARD OF SELECTMEN  
FINANCE COMMITTEE

DATE: 6/6/23

FROM: Susan Bresnick

OFFICER/DEPT HEAD: John O'Brien

Request is hereby made for the following transfer in accordance with Chapter 77 of the Acts of 2006, MGL Chapter 44, §44, as amended by the Municipal Modernization Act of 2016 (Chapter 218, §75-76, of the Acts of 2016), provides a 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 Advisory Board (Finance Committee) will consider the following:

\_\_\_\_\_ Whether the last 2 months of fiscal year or first 15 days of the new fiscal year to apply to the previous fiscal year.

Amount requested: \$ 10,000

To be transferred to: 6500-04-450-5120-0000-001 - Water Clerical Wages  
(Name & Number)

To be transferred from: 0001-09-914-5700-0000-000 - Group Health Insurance  
(Name & Number)

Balance remaining in appropriate from which transferred: \$ 85,430.66

The amount requested to be used for the following reasons: \_\_\_\_\_  
the request is to cover projected deficit in the Water Department Budget

Action by the Board of Selectmen

Action by the Advisory Board (FinCom)

\_\_\_\_\_  
Date of Meeting

\_\_\_\_\_  
Date of Meeting

Vote: Yes [ ] No [ ]

Vote: Yes [ ] No [ ]

Transfer voted in the sum: \$ \_\_\_\_\_

Transfer voted in the sum: \$ \_\_\_\_\_

\_\_\_\_\_  
Chair, Board of Selectmen

\_\_\_\_\_  
Chair, Advisory Board (FinCom)