Minutes for Finance Committee Meeting of June 11th, 2015

Meeting Called to Order at 10:19AM.

Those present: Wayne Zavotka, Chair, Mitch Soviecke, Dennis May and Ray Wilson.

1. Line Item Transfer FY15-01: The sum of $560.74 from 01-5-151-400 (Legal; Expense) to 01-5-145-100 (Treasurer Stipend) Moved by Wayne, Seconded by Mitch; unanimously approved
2. Line Item Transfer FY15-02: The sum of $354.96 from 03-5-630-800 (Park Property Damage) to 01-5-630-400 (Pelham Lake Operations) Moved by Wayne, seconded by Mitch; unanimously approved.
3. Line Item Transfer FY15-03: The sum of $500.00 from 01-5-123-400 (General Administrative Expense) to 01-5-135-400 (Payroll Services) Moved by Wayne, seconded by Mitch; unanimously approved.
4. Line Item Transfer FY15-04 The sum of $46.01 from 01-5-195-400 (Town Reports) to 01-=5-192-410 (Town Hall Fuel Oil) Moved by Wayne, seconded by Mitch; unanimously approved.
5. Line Item Transfer FY15-05 The sum of $676.00 from 01-5-195-400 (Town Reports) to 012-5-193-400 (Bonding and Insurance) Moved by Wayne, seconded by Mitch; unanimously approved.
6. Line Item Transfer FY15-06 The sum of $36.86 from 01-5-195-400 (Town Reports) to 01-5-192-420 (Town Hall Electricity) Moved by Wayne, seconded by Mitch; unanimously approved.
7. Line Item Transfer FY15-07 The sum of $1,135.00 from 01-5-192-110 (Town Hall Custodian Wages) to 01-5-192-400 (Municipal Center Operations) Moved by Wayne, seconded by Mitch; unanimously approved.
8. Line Item Transfer FY15-08 The sum of $116.71 from 01-=5-151-400 (Legal Expense) to 01-5-145-400 (New Treasurer Training) Moved by Wayne, seconded by Mitch; unanimously approved.
9. Line Item Transfer FY15-09 The sum of $200.00 from 01-5-151-400 (Legal Expense) to 01-5-145-110 (Assistant Treasurer Compensation) Moved by Wayne, seconded by Mitch; unanimously approved.
10. Line Item Transfer FY15 -10 The sum of $900.00 from 01-5-123-110 (Administrative Assistant Compensation) to 01-5-145-110 (Assistant Treasurer Compensation) Moved by Wayne, seconded by Mitch; unanimously approved.

We need to consider a meeting to reorganize.

Next time we will consider a proposal to transfer the sum of $57,658.09 from the stabilization fund. This money should have been encumbered earlier in the year to cover school wages.

Meeting adjourned: 11:43 AM

Respectfully submitted,

Raymond Wilson

24 of 3

Approved as read 6/26/2015

MAZ

DJM

MPS

RW

No. FY15 01

REQUEST FOR LINE ITEM TRANSFER OF FUNDS

To: Select Board
Town of Rowe
Rowe, Massachusetts

Request is hereby made for the following transfer of funds, in accordance with the MGL Chapter 44, MUNICIPAL FINANCE, Section 33B, Transfer of Appropriations:

1. **Amount Requested:** $ ~~560.00~~ 560.74 mm

2. **Transfer From:** **Transfer To:**

Acct No.:	01-5-151-400	Acct No.	01-5-145-100
Acct Name:	Legal Expense	Acct Name:	Treasurer Stipend

3. **Comments:**

_____Pay outgoing Treasurer until 6/10, pay new form 6/10 to 6/30_____

Officer or Department Head

Approved: _____ Date Approved: June 3, 2015

_____

__Select Board _____

Finance Committee Concurrance: _____ _____
Date

Transfer Complete: _____ _____
Date

No. FY15 02

REQUEST FOR LINE ITEM TRANSFER OF FUNDS

To: Select Board
Town of Rowe
Rowe, Massachusetts

Request is hereby made for the following transfer of funds, in accordance with the MGL Chapter 44, MUNICIPAL FINANCE, Section 33B, Transfer of Appropriations:

1. **Amount Requested:** $ 354.96

2. **Transfer From:** **Transfer To:**

Acct No.:	03-5-630-800	Acct No.	01-5-630-400
Acct Name:	Park Property Damage	Acct Name:	Pelham Lake Operations

3. **Comments:**

Electric bills were higher than anticipated for 2015

Officer or Department Head

Approved: Date Approved: June 3, 2015

Select Board

Finance Committee Concurrance: Date

Transfer Complete: Date

Please transfer from park Property damage Acc (03-5-630-800) 354.96
to Pelham Lake opps. Acc # 01-5-630-400

Park Property damage has been finished and will not be used.

Sean Loomis
Head park Ranger

No. FY15 -03

REQUEST FOR LINE ITEM TRANSFER OF FUNDS

To: Select Board
Town of Rowe
Rowe, Massachusetts

Request is hereby made for the following transfer of funds, in accordance with the MGL Chapter 44, MUNICIPAL FINANCE, Section 33B, Transfer of Appropriations:

1. **Amount Requested:** $ 500.00

2. **Transfer From:** **Transfer To:**

Acct No.:	01-5-123-400	Acct No.	01-5-135-400
Acct Name:	General Administrative Expense	Acct Name:	Payroll Services

3. **Comments:**

Duties for the month of June

Officer or Department Head

Approved: Date Approved: June 3, 2015

Select Board

Finance Committee Concurrance: Date

Transfer Complete: Date

No. FY15 04

REQUEST FOR LINE ITEM TRANSFER OF FUNDS

To: Select Board
Town of Rowe
Rowe, Massachusetts

Request is hereby made for the following transfer of funds, in accordance with the MGL Chapter 44, MUNICIPAL FINANCE, Section 33B, Transfer of Appropriations:

1. **Amount Requested:** $ 46.01

2. **Transfer From:** **Transfer To:**

Acct No.:	01-5-195-400	Acct No.	01-5-192-410
Acct Name:	Town Reports	Acct Name:	Town Hall Fuel Oil

3. **Comments:**

TOUGH WINTER OVERAGE

Officer or Department Head

Approved: _____ Date Approved: June 3, 2015

_____

__Select Board _____

Finance Committee Concurrance: _____ _____
Date

Transfer Complete: _____ _____
Date

No. FY15 05

REQUEST FOR LINE ITEM TRANSFER OF FUNDS

To: Select Board
Town of Rowe
Rowe, Massachusetts

Request is hereby made for the following transfer of funds, in accordance with the MGL Chapter 44, MUNICIPAL FINANCE, Section 33B, Transfer of Appropriations:

1. **Amount Requested:** $ 676.00

2. **Transfer From:** **Transfer To:**

Acct No.:	01-5-195-400	Acct No.	01-5-193-400
Acct Name:	Town Reports	Acct Name:	Bonding & Insurance

3. **Comments:**

Officer or Department Head

Approved: Date Approved: June 3, 2015

Select Board

Finance Committee Concurrance: _____ Date

Transfer Complete: _____ Date

No. FY15 06

REQUEST FOR LINE ITEM TRANSFER OF FUNDS

To: Select Board
Town of Rowe
Rowe, Massachusetts

Request is hereby made for the following transfer of funds, in accordance with the MGL Chapter 44, MUNICIPAL FINANCE, Section 33B, Transfer of Appropriations:

1. **Amount Requested:** $ 36.86

2. **Transfer From:**

   Acct No.: 01-5-195-400

   Acct Name: Town Reports

   Transfer To:

   Acct No. 01-5-192-420

   Acct Name: Town Hall Electricity

3. **Comments:**

INCREASED ENERGY COSTS

Officer or Department Head

Approved: _____ Date Approved: June 3, 2015

_____

__Select Board _____

Finance Committee Concurrance: _____ _____
Date

Transfer Complete: _____ _____
Date

No. FY15 07

REQUEST FOR LINE ITEM TRANSFER OF FUNDS

To: Select Board
Town of Rowe
Rowe, Massachusetts

Request is hereby made for the following transfer of funds, in accordance with the MGL Chapter 44, MUNICIPAL FINANCE, Section 33B, Transfer of Appropriations:

1. **Amount Requested:** $ 1135.00

2. **Transfer From:** **Transfer To:**

Acct No.:	01-5-192-110	Acct No.	01-5-192-400
Acct Name:	Town Hall Custodian Wages	Acct Name:	Municipal Center Operations

3. **Comments:**

SEPTIC SYSTEM PUMPING FOR TOWN HALL, GRACY HOUSE & FIRE DEPT.

Officer or Department Head

Approved: Date Approved: June 3, 2015

Select Board

Finance Committee Concurrance: Date

Transfer Complete: Date

No. FY15 08

REQUEST FOR LINE ITEM TRANSFER OF FUNDS

To: Select Board
Town of Rowe
Rowe, Massachusetts

Request is hereby made for the following transfer of funds, in accordance with the MGL Chapter 44, MUNICIPAL FINANCE, Section 33B, Transfer of Appropriations:

1. **Amount Requested:** $ 116.71

2. **Transfer From:** **Transfer To:**

Acct No.:	01-5-151-400	Acct No.	01-5-145-400
Acct Name:	Legal Expense	Acct Name:	New Treasurer Training

3. **Comments:** more hours needed for training

Officer or Department Head

Approved: _____ Date Approved: June 3, 2015

_____

__Select Board _____

Finance Committee Concurrance: _____ _____
Date

Transfer Complete: _____ _____
Date

No. FY15 09

REQUEST FOR LINE ITEM TRANSFER OF FUNDS

To: Select Board
Town of Rowe
Rowe, Massachusetts

Request is hereby made for the following transfer of funds, in accordance with the MGL Chapter 44, MUNICIPAL FINANCE, Section 33B, Transfer of Appropriations:

1. **Amount Requested:** $ 200.00

2. **Transfer From:** **Transfer To:**

Acct No.: 01-5-151-400 Acct No. 01-5-145-110

Acct Name: Legal Expense Acct Name: Assistant Treasurer Compensation

3. **Comments:**

_____

_____Duties for the Month of June

_____

_____
Officer or Department Head

Approved: _____ Date Approved: June 3, 2015

_____

__Select Board _____

Finance Committee Concurrance: _____ _____
Date

Transfer Complete: _____ _____
Date

No. FY15 -10

REQUEST FOR LINE ITEM TRANSFER OF FUNDS

To: Select Board
Town of Rowe
Rowe, Massachusetts

Request is hereby made for the following transfer of funds, in accordance with the MGL Chapter 44, MUNICIPAL FINANCE, Section 33B, Transfer of Appropriations:

1. **Amount Requested:** $ ~~354.96~~ 900.00 mw

2. **Transfer From:** **Transfer To:**

Acct No.: 01-5-123-110 Acct No. 01-5-145-110

Acct Name: Administrative Assistant Compensation Acct Name: Assistant Treasurer Compensation

3. **Comments:**

Duties for the month of June

Officer or Department Head

Approved: Date Approved: June 3, 2015

Select Board

Finance Committee Concurrance: Date

Transfer Complete: Date