

Town of Hanson

Finance Committee

Phone Fax



Minutes of: July 6, 2015

2016 Opening Reserve Fund Balance: \$85,000

M: SM, (2^{nd}) by MD V: 4-0

Meeting Opened: 7:02 PM Adjourned: 7:40 PM

	Mike Wojdag <i>Chair</i>	Steve McKinnon Vice Chair	Joe Pelligra	Michael Dugan	Kim Nourse
Present	√	✓	A	✓	V
Expires	6/30/2016	6/30/2016	06/30/2015	6/30/2017	6/30/2018
Time					

No additional attendees were present.

Consideration of Reserve Fund Transfers ~

There were no additional reserve fund transfers to be considered.

Consideration of Line Item Transfers ~

Mr. Wojdag presented the following line item transfers for consideration:

TO: Library – Electricity

FROM: Library - Clerical Support

#01-610-5200-5210 Amount: \$2,000 #01-610-5114-5114 Amount: \$2,000

TO: Library - Gas

FROM: Library - Clerical Support

#01-610-5200-5212

#01-610-5114-5114

Amount: \$750

Amount: \$750

TO: Library - Materials #01-610-5200-5510

FROM: Library - Clerical Support

#01-610-5114-5114

Amount: \$2,000

Reason: To cover short fall in utilities account along with additional materials

that was required.

Amount: \$2,000

Motion to Approve \$4,750 by SM, 2nd by MD, Vote 4-0

Submitted by: Maureen Lowe

TO: Public Buildings OT #01-192-5100-5130

Amount: \$27

FROM: Legal Services #01-151-5200-5301 Amount: \$27

Reason: To cover shortfall in salary line.

Motion to Approve \$27 by SM, 2nd by MD, Vote 4-0

TO: Bldg. Dept - Electrical Wages

#01-245-5100-5112 Amount: \$380 FROM: Legal Services #01-151-5200-5301

Amount: \$380

Reason: To cover wiring inspector's wages.

Motion to Approve \$380 by SM, 2nd by MD, Vote 4-0

TO: Fire - Other Expenses

#01-220-5200-5780 Amount: \$3,000 FROM: Firefighter Salaries

#01-220-5110-5112 Amount: \$3,000

Reason: To cover shortfall in expenses due to unforeseen bills.

Motion to Approve \$3,000 by SM, 2nd by MD, Vote 4-0

TO: Conservation - Salaries

#01-171-5114-5114 Amount: \$50 FROM: Legal Services #01-151-5200-5301

Amount: \$50

Reason: To cover shortfall in salary line.

Motion to Approve \$50 by SM, 2nd by MD, Vote 4-0

TO: Selectmen – Utilities - Electricity

#01-193-5200-5212

Amount: \$5,000

FROM: Risk Insurance #01-945-5200-5740

Amount: \$5,000

TO: Selectmen - Utilities - Gas

#01-193-5200-5212 Amount: \$6,000 FROM: Norfolk Agriculture

#01-340-5330-5330 Amount: \$6,000

Reason: To cover shortfall in utilities line.

Motion to Approve \$11,000 by SM, 2nd by MD, Vote 4-0

TO: Public Buildings #01-192-5200-5430 Amount: \$3,000 FROM: Risk Insurance #01-945-5200-5740

Amount: \$3,000

Reason: To cover purchase of new hardware for lower level doors.

Motion to Approve \$3,000 by SM, 2nd by MD, Vote 4-0

Assignment of Department Liaisons ~

It was recommended that assignment of department liaisons be deferred to a later date.

Approve Minutes ~

Minutes of 6/23/15 Reviewed – Motion to Approve 6/23 minutes, with revisions, by SM, 2nd by MD – Vote: 3-0-1

Next Meeting Date: Monday, 7/13/2015

Adjourned: 7:40p – Motion to Adjourn by SM, 2nd by MD – Vote: 4-0

Submitted by: Maureen Lowe 2 Minutes of: July 6, 2015

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Finance Comm.
Town Administrator

TOWN OF HANSON TRANSFER REQUEST UNDER M.G.L. C.44 Sec 33B

DEPARTMENT:	Conservation	TO CLERK DATE June 30, 2015
DEFICIT BUDGET LINE	Conservation Wages Account Name	JUI 22 01-171-5114-5114
	Account Name	P 12: Account Number
AMOUNT OF DEFICIT	\$50	AMOUNT OF REQUEST \$50
SOURCE BUDGET LINE	Legal Services Account Name	01-151-5200-5301 Account Number
REQUEST FOR TRANSFER		
TYPE OF EXPENSE:	SALARY & WAGES	EXPENSE
PURPOSE OF TRANSFER:	Shortfall in the salary	line
		DEPARTMENT HEAD SIGNATURE
	TOWN ADMINISTR	ATOR ACTION
DATE: 7/6/15		APPROVE DENY TOWN ADMINISTRATOR SIGNATURE
	FINANCE COMMIT	TEE ACTION
DATE OF ACTION	7/6/15	DENY
AMOUNT OF TRANSFER	50	
SOURCE BUDGET LINE	lesel sould	25 01-151-5200-5301
DEFICIT BUDGET LINE		Waes 01-171-5114-5114
COMMENT	Approx 4	
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TOWN OF HANSON TRANSFER REQUEST UNDER M.G.L. C.44 Sec 33B

DEPARTMENT	`:	Public Buildings	DATE	June 30, 2015	
				5130	
DEFICIT BUDG	ET LINE	Public Building Overtime Account Name	01-192-5 Account	5100- 5112	
		Account Nume	Account	numoer	
AMOUNT OF D	EFICIT	\$27	AMOUNT OF REC	QUEST	\$27
				***************************************	=
SOURCE BUDG	ET LINE	Legal Services	01.151.5	200-5301	5 = 5
	D. DINE	Account Name	Account		- =
					1015 JUL 22
REQUEST FOR	TRANSFEI	R IN ACCORDANCE WITH M	1.G.L. C.44 Sec. 33B		n
TYPE OF EXPE	NSE:	SALARY & WAGES	EXPENS	ır.	PRIL
		DIEDITI W WINDLO	LAILING	iL	· · · · · · · · · · · · · · · · · · ·
					5
PURPOSE OF TI	RANSFER:	Shortfall in the salary line du	e to posting error		
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			DEPARTMENT HI	EAD SIGNATURE	
		TOWN ADMINISTRATOR	RACTION		
DATE:	Mille			,	
DATE:	110113		APPROVE	Di Z	ENY
			Mikl ha	- Cl/A	
			POWN ADMINIST	RATOR SIGNATI	URE
W					
		FINANCE COMMITTEE A	ACTION		
		-1./-			
DATE OF ACTIO	N	7K11S	_ APPROVÉ	DF	ENY
AMOUNT OF TR	ANICEED	77			
AMOUNT OF TR	MISPER		_		
SOURCE BUDGI	ET LINE	01-151-5000-5	301 Recol		
			<i>V</i>		
DEFICIT BUDGE	ET LINE	01-197-5100	-5/12 pub	rive Bld as	estire
COMMENT		4-0 400.00	7		
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			CHAIRMAN, FINA	NCE COMMITTE	E
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CIVE TOWN OF HANSON (INC. 1467/TRANSFER REQUEST UNDER M.G.L. C.44 Sec 33B)

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8,000/4400

DEPARTMENT:	Selectmen	DATE June 24, 201;	5
DEFICIT BUDGET LINE	Public Buildings	01-192-5200-5430	
AMOUNT OF DEFICIT	Account Name \$3,000	Account Number AMOUNT OF REQUEST	\$3,000
		Amount of the color	ψ3 ₃ 000
SOURCE BUDGET LINE	Risk Insurance Account Name	01-945-5200-5740 Account Number	
REQUEST FOR TRANSFER	R IN ACCORDANCE WITH M.G	L. C.44 Sec. 33B	JE 22
TYPE OF EXPENSE:	SALARY & WAGES	EXPENSE	D FR
PURPOSE OF TRANSFER:	Purchase new hardware for the l	lower level entry doors	
		ESSE LINE DEPARTMENT HEAD SIGNATU	RE
DATE: (/24//		APPROVE OWN ADMINISTRATOR SIGNA	DENY
	FINANCE COMMITTEE ACT	TION	current/4
DATE OF ACTION	2/6/15	APPROVE	DENY RUCNING IN THE
AMOUNT OF TRANSFER	3,000		DENY RHCNUT IN Fle coeffect account of 6/23.
SOURCE BUDGET LINE	RICK INSURCE	01-945-5700	-5740
DEFICIT BUDGET LINE	Public Blus o	01-192-5200-5	430
COMMENT	Approe		Land, and the second of the se
Original to Town AcCopy to Requestir	ccountant	CHAIRMAN, FINANCE COMMIT	TEE

Finance Comm. Town Administrator

TOWN OF HANSON TRANSFER REQUEST UNDER M.G.L. C.44 Sec 33B

REVISED

DEPARTMENT:	:	Selectmen	DATE	June 16, 201	5	
DEFICIT BUDG	ET LINE	Utilities Account Name		5200-5210 Number	7 01-	5210 E
AMOUNT OF D	EFICIT	\$11,000	AMOUNT OF REC	QUEST	\$11,000	
SOURCE BUDG	ET LINE	Risk Insurance Norfolk Agricultural Account Name		5200-5740 5330-5330 Number	\$5,000 \$6,000	
REQUEST FOR 1	TRANSFER	R IN ACCORDANCE WITH	M.G.L. C.44 Sec. 33B			
TYPE OF EXPEN		SALARY & WAGES	EXPENS	SE		NE TORRE
PURPOSE OF TR	ANSFER:	Shortfall in utilities line -			,	22 P
			DEPARTMENT HE	LL) EAD SIGNATU	A A	
DATE: <u>7/</u>	6/15	TOWN ADMINISTRATO	APPROVE DOWN ADMINIST	6/	DENY	
DATE OF ACTION AMOUNT OF TRA SOURCE BUDGE	ANSFER		ACTION APPROVE 745-5200-57 40-5337-53	40	DENY	myles ct sic ? from south
DEFICIT BUDGET	T LINE		-630~520X		T-1	
COMMENT		Approx 4-				
			CHAIRMAN, FINAX	Z ICE COMMITT	EE	******
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TOWN OF HANSON TRANSFER REQUEST UNDER M.G.L. C.44 Sec 33B

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DEPARTMENT:	Fire Department	DATE	7/6/2015	<u>.</u>	
DEFICIT BUDGET LINE	Fire-Other Expenses	01-220-5	200-5780		
	Account Name	Account			
AMOUNT OF DEFICIT	\$3,000	AMOUNT OF REC	QUEST \$3,000	***************************************	
				3	
SOURCE BUDGET LINE	Firefighter Salaries		110-5112		
	Account Name	Account I	Vumber		
REQUEST FOR TRANSFER	IN ACCORDANCE WI	TH M.G.L. C.44 Sec. 33B		N PAR	.
TYPE OF EXPENSE:	SALARY & WAGES	EXPENS	SE)	い。	
PURPOSE OF TRANSFER:	I anticipate a shortfall in This transfer will allow	n the expense line. This is in all FY 15 bills to be paid an	part to vendors not bi	lling us properly earlier in the	ne year.
		DEPARTMENT H	AD SIGNATURE		
DATE: 7/4/15	TOWN ADMINISTRA	APPROVE TOWN ADMINIST	DENY ATORSIONATUR	E	
DATE OF ACTION	FINANCE COMMITT		DENN		
DATE OF ACTION	716/13	APPROVE	DENY		
AMOUNT OF TRANSFER	3,000				
SOURCE BUDGET LINE	firefight	scholer oi-	770-5110-	5112	
DEFICIT BUDGET LINE	fire offere	xp 01-zac	<u> </u>	5780	
COMMENT	Approx 4	1-0			
•	<i>//</i>	·.			
		,	7		
•		CHAIRMAN, FINA	CE COMMITTEE		•

TOWN OF HANSON LINE ITEM TRANSFER REQUEST IN ACCORDANCE WITH M.G.L. C.44 Sec 33B

	121da N. al 711-		
DEPARTMENT:	Blog Dept DATE: 7/1/15		
DEFICIT BUDGET LINE	<u>Electrical Wages</u>		
AMOUNT OF DEFICIT	<u>380.00</u> 01-848	7-5100-	5112
AMOUNT OF REQUEST	380.00		
AVAILABLE BUDGET LII	ve Legal Sycs 01-15	1-5200-	530
TYPE OF EXPENSE:	SALARY & WAGES EXPENSE		
PURPOSE OF TRANSFER	Wiring inspectors wages		****
	Robert Curren Signature		
	TOWN ADMINISTRATOR RECOMMENDATION	1 6	
APPRO	VED DENIED	;	
COMMENTS:			22
	Mudus Ma	w	U F
	FINANCE COMMITTEE ACTION		
DATE OF ACTION	7/6/15		
AMOUNT OF TRANSFER	380		
FROMM BUDGET LINE	105-1 5UCS 01-151-5200-530	a T	
TO BUDGET LINE	01-245-5100-512 ekdicu	1,400	ш
EXPLANATION		i way as	
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	CHAIRMAN, FINANCE COMMITTEE		,
o Town Accountant			
Requesting Dept. Finance Comm.			

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TOWN OF HANSON
LINE ITEM TRANSFER REQUEST IN ACCORDANCE WITH M.G.L. C.44 Sec 33B

	THE WIGHT WAS SEC 33B	
DEPARTMENT:	Library DATE June 26, 20	11-
DEFICIT BUDGET LINE	· • · · · · · · · · · · · · · · · · · ·	94 / N (2)()
AMOUNT OF DEFICIT	\$ 4750 00 2000.00 GAS	-5200-5212
AMOUNT OF REQUEST	4 750.00	Matorius 61-610-5200.
		01-610-5200.
AVAILABLE BUDGET LI		2000. \$5/1
TVDE OF EVEN IN	Chamue Support	
TYPE OF EXPENSE:	SALARY & WAGES EXPENSE	
PURPOSE OF TRANSFER	AS WALTIES LIDE NEEDED, \$47.	^
	As whilities higher than Expected	MAYERIALS
	Clerical Support Live has	Promon for
	Aswiplus - As complayed Not	Pequineo for 500 pe
Dany	appeur Signature	MOSE MET
	TOWN ADMINISTRATOR RECOMMENDATION	o which Sopt.
APPRO	VEDDENIED	
COMMENTS:	<u> </u>	
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	Weller / My	
	Signature	
	FINANCE COMMITTEE ACTION	
DATE OF ACTION	7/6/15	
AMOUNT OF TRANSFER	4,750	
FROMM BUDGET LINE	01-610-2500-2515	
TO BUDGET LINE	01-610-503 5510	Married Accounts accounting
EXPLANATION	See clop	The same of the sa
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		States.
Ominio -	CHAIRMAN, FINANCE COMMITTEE	
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