

# **Minutes**

## **Board of Selectmen's Regular Meeting**

**Wednesday, August 17, 2022, at 7:30 PM**

In Person

The Town of Oxford Board of Selectmen Regular Meeting was called to order by First Selectman George Temple at 7:33 PM, and the Pledge of Allegiance was recited.

Present: First Selectman George Temple, Esq., Selectman Arnold Jensen, Selectman David McKane

Absent: Kristyn Rosa, Administrative Assistant to the First Selectman

### **ACCEPTANCE OF MINUTES**

#### **1. 7/20/22 Regular Meeting**

##### **MOTION:**

Selectman Arnold Jensen moved to approve the 7/20/22 Regular Meeting minutes as presented. This was seconded by Selectman David McKane. All 3 ayes. Motion carries.

#### **2. 7/27/22 Special Meeting**

##### **MOTION:**

Selectman Arnold Jensen moved to approve the 7/27/22 Special Meeting minutes as presented. This was seconded by Selectman David McKane. All 3 ayes. Motion carries.

### **NEW BUSINESS**

#### **1. Tax Refunds**

##### **MOTION:**

Selectman Arnold Jensen moved to remove this matter from the table. This was seconded by Selectman David McKane. All 3 ayes. Motion carries.

**MOTION:**

Selectman Arnold Jensen moved to approve the tax refunds, totaling \$35,072.42, as presented and recommended by the Tax Collector in her letter dated 7/19/22 and to authorize two signatures. This was seconded by Selectman David McKane. All 3 ayes. Motion carries.

**MOTION:**

Selectman Arnold Jensen moved to approve the tax refunds, totaling \$60,756.41, as presented and recommended by the Tax Collector in her letter dated 8/15/22 and to authorize two signatures. This was seconded by Selectman David McKane. All 3 ayes. Motion carries.

2. **TaxServ Capital Services, LLC Second Extension Agreement – Approve and Authorize First Selectman to Sign**

**MOTION:**

Selectman Arnold Jensen moved to remove this matter from the table. This was seconded by Selectman David McKane. All 3 ayes. Motion carries.

**MOTION:**

Selectman Arnold Jensen moved to approve the Second Extension of Agreement for Professional Services by and between the Town of Oxford and TaxServ Capital Services, LLC and to authorize the First Selectman to sign. This was seconded by Selectman David McKane. All 3 ayes. Motion carries.

**DISCUSSION:**

Discussion was had that this company does tax collecting for back taxes, which the tax payer pays for the service of, not the town.

3. **Community Support Committee's Application for Oxford High School Booster Club's Concession Stand Upgrade**

**MOTION:**

Selectman Arnold Jensen moved to approve the Community Support Committee's Application for Oxford High School Booster Club's Concession Stand Upgrade, in the amount of \$6,891.25, as presented and recommended by the Community Support Committee's letter received on 8/15/22. This was seconded by Selectman David McKane. All 3 ayes. Motion carries.

**DISCUSSION:**

Glen Schumitz, Community Support Committee Chairman, stated that this is a good investment for concessions, and to generate some revenue. The income-expense ratio for the booster club is very close in dollar amount, and anything over gets given back to the kids, there is no profit.

**4. Community Support Committee's Application for Town of Oxford's Beautification of Riverside at 133 Coppermine Road**

*No Action*

**5. Hire Parks & Recreation AM Part-Time Assistant**

**MOTION:**

Selectman Arnold Jensen moved to hire JoMyra Martinez, as the Parks & Recreation AM Part-Time Assistant at a pay rate of \$18.40 per hour and a start date of Monday, August 22, 2022. This was seconded by Selectman David McKane. All 3 ayes. Motion carries.

**DISCUSSION:**

Discussion was had that this is a part time position and is definitely needed. It was stated that this a very qualified hire, in which all are very satisfied with as well.

**6. FY 2021 – 2022 Transfer Requests**

**MOTION:**

Selectman Arnold Jensen moved to approve the FY 2021 – 2022 transfer requests (Attachment A) as presented by the Finance Director. This was seconded by Selectman David McKane. All 3 ayes. Motion carries. This matter will be forwarded to the Board of Finance.

**7. FY 2022 – 2023 Transfer Requests**

*No Action At This Time*

**8. Finance Clerk Job Description – Approve**

**MOTION:**

Selectman Arnold Jensen moved to approve the job description for the Assistant Finance Clerk, as presented. This was seconded by Selectman David McKane. All 3 ayes. Motion carries.

### **DISCUSSION:**

Discussion was had that this position is very necessary due to the growth of the town and things evolving. Also, a new cloud-based software, a requisition system, will be implemented which will significantly help cutting down in year-end work and regulate budget spending. Hiring an assistant finance clerk will also relieve some of the weight of the accounting clerk as well as the finance director to focus on other tasks necessary, considering that they also manage human resources as well as finances.

### **MOTION:**

Selectman Arnold Jensen moved to table this matter at this time. This was seconded by Selectman David McKane. All 3 ayes. Motion carries.

## **9. Building Permit Refund Procedure – Approve**

### **MOTION:**

Selectman Arnold Jensen moved to approve the following policy regarding refunds for building permits:

Building permits will be refunded if approved by the Board of Selectmen subject to the following:

1. The Town shall retain 25% of the building permit to cover administrative cost and plan reviews with a minimum amount retained by the Town of \$85.00.
2. If the request for a refund is from a contractor, a letter will be required from the homeowner stating that they did not pay the contractor for the building permit or made any payments to the contractor for which they were not reimbursed when the project was canceled.

Examples:

- Building permit of \$85.00 or less – NO REFUND
- Building permit for \$200.00 – A refund would be issued for \$115.00 (\$200.00 less the \$85.00 retained by the Town)
- Building permit of \$1,000.00 – The refund would be 75% of the permit or \$750.00.

**ALL REFUNDS MUST BE REQUESTED WITHIN 60 DAYS OF THE APPLICATION OF THE BUILDING PERMIT**

This was seconded by Selectman David McKane. All 3 ayes. Motion carries.

**DISCUSSION:**

Discussion was had that this process takes a lot of time, so now there will be charges.

**10. Plumbing Permit Refund Request**

**MOTION:**

Selectman Arnold Jensen moved to remove this matter from the table. This was seconded by Selectman David McKane. All 3 ayes. Motion carries.

**MOTION:**

Selectman Arnold Jensen moved to approve the Plumbing Permit refund request from Gary Franco's Plumbing, LLC for 23 Tilquist Road in the amount of \$34.12 (\$45.50 original permit cost minus 25% administrative fees). This was seconded by Selectman David McKane. All 3 ayes. Motion carries.

**DISCUSSION:**

First Selectman George Temple stated that obviously this request was made before the motion of Item #9 was put to action, so in fairness it must be done.

**11. Report of First Selectman**

- **Cheer for Oxford-** This will be September 3, 2022
  - This will be a Pep Rally, put forth by the combination of the Town and the Board of Education
  - The Oxford Cheerleaders will be performing an original cheer for Oxford
  - There will be fireworks, games, fundraisers, Booster Club will be present selling Oxford items-T-shirts etc. The Quaker Farms fire department will be doing their fried dough, there will be a PTO dunk tank, bounce house, as well as assorted food trucks and pony rides.
  - We will be celebrating the kids going back to school and for the town to just have a little party and some fun
- **Officer Hooper** is currently on duty now.
  - He is doing very well and is very well liked. He is an Oxford resident and is settling in well
- **There is some Trouble with the Police Cars**
  - The header is warped on one of them, since April, so the town will not be stopping pay on the lease-and it is suspected that this is going on two others as well. Unfortunately, the part can also no be acquired from Dodge, and may need to be an aftermarket part, which could be problematic with the warranty but this will be fought for as this is a problem that should not be happening. The town is not short on cars, there are plenty but this is still an issue that should not have to be dealt with.

- **Covid**
  - There was a recent meeting with Dr. Browne and the heads of departments were all present to discuss whether it is time to relax, but it was advised to hold off just yet and keep things as they are and see how things go in September and the fall first. Dr. Browne said that the new strain doesn't seem to want to kill, but more so just spread, as viruses do to keep surviving. So, despite wanting to open the front doors and let our guard down, we are advised to wait a bit more.
- **Police will still be following the buses**
  - School will be back in session, and unfortunately, we have no choice but to have the police continue to follow the buses. In the short time this was done last year, three people were caught passing buses, which is a fine of \$450.00 on top of the repercussions from insurance companies, so unfortunately this must continue to be monitored.
- **ATVs & Dirt Bikes on The Road**
  - Still having a continued issue with this matter. Ideas on how to put a stop to it are in the works. Seizing of vehicles is being considered. There has been already one accident, which was the fault of a kid. These are not supposed to be on the road and someone is going to get hurt or worse. Other towns have done this, hate to do it but they need to stay off the road and find elsewhere to ride.

#### AUDIENCE OF CITIZENS

- **Paula Guillet-175 Good Hill Rd**
  - Stated that ATVs have always had a presence in Oxford, with no problems. She commented that she feels the real issue stems from the lack of respect these days with the kids, and agrees that them being on the road needs to absolutely be addressed, but she feels it is unfair to be seizing vehicles, that a fine or ticket should be considered. Seizing is too far. There are a few bad apples for sure but many are fine.

#### ADJOURNMENT

#### MOTION:

Selectman Arnold Jensen moved to adjourn the meeting at 8:18 PM. This was seconded by Selectman David McKane. All 3 ayes. Motion carries.

Respectfully Submitted,



Shannon-Lee Scott Hicks  
Clerk, Board of Selectman

22 AUG 22 PM 4:52  
 TOWN OF OXFORD, CT  
 TOWN CLERK  
 Shannon-Lee Scott Hicks

**Attachment A**

**To: Board of Finance**

**August 17, 2022**

**From: Finance Director**

**Re:2021-2022 Transfer requests**

Item #		Department	Account Number	Account	Amount
1	TO:	Building	5230-511-38	Asst Bldg. Official	\$ 1,582.14
	TO:	Building	5230-515-39	Wages Clerk	\$ 481.23
	FROM:	Building	5230-549	Computer Equipment	\$ 110.00
	FROM:	Building	5230-811	Vehicle Maintenance	\$ 953.95
	FROM:	Building	5230-690	Mileage	\$ 500.00
	FROM:	Building	5230-525	Books	\$ 436.00
	FROM:	Building	5230-585	Dues	\$ 63.42

**Motion  
Seconded  
Vote  
Comments**

2	TO:	Conservation IWWC	5265-517-41	Wages Clerk	\$ 1,132.91
	FROM:	Conservation IWWC	5265-517-40	Wages Enforcement	\$ 1,132.91

**Motion  
Seconded  
Vote  
Comments**

3	TO:	Conservation IWWC	5265-672	Legal Fees	\$ 614.91
	FROM:	Conservation IWWC	5265-570-111	Engineering	\$ 614.91

**Motion  
Seconded  
Vote  
Comments**

4	TO:	Dog Warden	5285-513-62	Wages Warden	\$ 8,999.64
	TO:	Dog Warden	5285-513-63	Wages Asst Warden	\$ 1,110.00
	FROM:	Finance	5320-560-5320	Contingency	\$ 10,109.65

**Motion  
Seconded  
Vote  
Comments**

**To: Board of Finance**

**August 17, 2022**

**From: Finance Director**

**Re:2021-2022 Transfer requests**

Item #		Department	Account Number	Account	Amount
5	TO:	Dog Warden	5285-625	Propane	\$ 473.82
	FROM:	Dog Warden	5285-595	Electricity	\$ 473.82
	Motion Seconded Vote Comments				
6	TO:	Economic Development	5290-690	Mileage	\$ 620.91
	FROM:	Economic Development	5290-511-17	Wages Director	\$ 620.91
	Motion Seconded Vote Comments				
7	TO:	Elderly	5295-511-45	Director	\$ 484.16
	TO:	Elderly	5295-515-46	Secretary	\$ 669.45
	TO:	Elderly	5295-517-90	Clerk	\$ 42.42
	FROM:	Elderly	5295-643	Benefits	\$ 1,196.03
	Motion Seconded Vote Comments				
8	TO:	Elderly	5295-595	Electricity	\$ 194.11
	TO:	Elderly	5295-625	Heating	\$ 788.32
	TO:	Elderly	5295-775	Telephone	\$ 557.54
	TO:	Elderly	5295-900	Alarm System	\$ 192.98
	TO:	Elderly	5295-905	Cable TV	\$ 170.63
	TO:	Elderly	5295-798	Waste removal	\$ 289.80
	TO:	Elderly	5295-799	Water	\$ 50.23
	FROM:	Elderly	5295-635	HVAC	\$ 498.24
	FROM:	Elderly	5295-626	Propane	\$ 48.23
	FROM:	Elderly	5295-736	Snow Removal	\$ 1,454.84
	FROM:	Elderly	5295-613	Facility Maint	\$ 242.30
	Motion Seconded Vote Comments				



**To: Board of Finance**

**August 17, 2022**

**From: Finance Director**

**Re:2021-2022 Transfer requests**

Item #		Department	Account Number	Account	Amount
9	TO:	Fire Department	5325-551	Computer Maintenance	\$ 134.61
	FROM:	Fire Department	5325-643	Benefits	\$ 134.61
Motion Seconded Vote Comments					
10	TO:	Fire Department	5325-570-136	Cont. Serv background Ck	\$ 108.00
	FROM:	Fire Department	5325-770	Supplies Office	\$ 108.00
Motion Seconded Vote Comments					
11	TO:	Fire Department	5325-605	Equipment Maintenance	\$ 4,643.06
	FROM:	Fire Department	5325-590	Education	\$ 2,588.93
	FROM:	Fire Department	5325-604	Equipment Expensed	\$ 1,210.97
	FROM:	Fire Department	5325-685	Supplies Departmental	\$ 259.59
	FROM:	Fire Department	5325-710	Physical Exams	\$ 335.00
	FROM:	Fire Department	5325-715	Postage	\$ 100.00
	FROM:	Fire Department	5325-799	Water	\$ 148.57
Motion Seconded Vote Comments					
12	TO:	Fire Department	5325-613	Facility Maintenance	\$ 6,385.76
	FROM:	Fire Department	5325-603	Equipment Depreciable	\$ 6,385.76
Motion Seconded Vote Comments					

**To: Board of Finance**

**August 17, 2022**

**From: Finance Director**

**Re:2021-2022 Transfer requests**

Item #		Department	Account Number	Account		Amount
13	<b>TO:</b>	Fire Department	5325-625	Heating Oil	\$	5,609.93
	<b>FROM:</b>	Fire Department	5325-612	Facility Improvement	\$	1,768.67
	<b>FROM:</b>	Fire Department	5325-595	Electricity	\$	3,318.48
	<b>FROM:</b>	Fire Department	5325-552	Computer software	\$	522.78
	<b>Motion</b>					
	<b>Seconded</b>					
	<b>Vote</b>					
	<b>Comments</b>					
14	<b>TO:</b>	Fire Department	5325-729	Programs Regular	\$	10.02
	<b>FROM:</b>	Fire Department	5325-643	Benefits	\$	10.02
	<b>Motion</b>					
	<b>Seconded</b>					
	<b>Vote</b>					
	<b>Comments</b>					
15	<b>TO:</b>	Fire Department	5325-775	Telephone	\$	890.06
	<b>FROM:</b>	Fire Department	5325-525	Books	\$	757.65
	<b>FROM:</b>	Fire Department	5325-585	Dues	\$	132.41
	<b>Motion</b>					
	<b>Seconded</b>					
	<b>Vote</b>					
	<b>Comments</b>					
16	<b>TO:</b>	Fire Department	5325-798	Waste Removal	\$	1,941.12
	<b>FROM:</b>	Fire Department	5325-550	Computer Hardware	\$	1,585.29
	<b>FROM:</b>	Fire Department	5325-585	Dues	\$	355.83
	<b>Motion</b>					
	<b>Seconded</b>					
	<b>Vote</b>					
	<b>Comments</b>					

**To: Board of Finance**

**August 17, 2022**

**From: Finance Director**

**Re:2021-2022 Transfer requests**

Item #		Department	Account Number	Account		Amount
17	<b>TO:</b>	Fire Department	5325-905	Cable Internet	\$	2,065.31
	<b>FROM:</b>	Fire Department	5325-614	Facility Maintenance	\$	1,021.23
	<b>FROM:</b>	Fire Department	5325-643	Benefits	\$	1,044.08

**Motion**  
**Seconded**  
**Vote**  
**Comments**

18	<b>TO:</b>	Fire Department	5325-811	Vehicle Maintenance	\$	667.00
	<b>TO:</b>	Fire Department	5325-812	Vehicle Repairs	\$	12,632.90
	<b>FROM:</b>	Fire Department	5325-552	Computer Software	\$	21.98
	<b>FROM:</b>	Fire Department	5325-585	Dues	\$	6.76
	<b>FROM:</b>	Fire Department	5325-603	Equipment Depreciable	\$	90.30
	<b>FROM:</b>	Fire Department	5325-643	Benefits	\$	13.09
	<b>FROM:</b>	Fire Department	5325-770	Supplies Office	\$	1.32
	<b>FROM:</b>	Finance	5320-560-5320	Contingency	\$	13,433.35

**Motion**  
**Seconded**  
**Vote**  
**Comments**

19	<b>TO:</b>	Fire Department	5325-513-50	Wages Chief	\$	1,324.02
	<b>TO:</b>	Fire Department	5325-513-51	Wages Deputy	\$	1,833.06
	<b>TO:</b>	Fire Department	5325-517-52	Wages Clerk	\$	3,337.40
	<b>FROM:</b>	Finance	5320-560-5320	Contingency	\$	6,494.48

**Motion**  
**Seconded**  
**Vote**  
**Comments**

**To: Board of Finance**

**August 17, 2022**

**From: Finance Director**

**Re:2021-2022 Transfer requests**

Item #		Department	Account Number	Account		Amount
20	TO:	Fire Marshal	5330-552	Computer Software	\$	351.00
	TO:	Fire Marshal	5330-555	Conferences	\$	335.00
	TO:	Fire Marshal	5330-604	Equipment Expensed	\$	293.04
	TO:	Fire Marshal	5330-769	Supplies Departmental	\$	131.74
	TO:	Fire Marshal	5330-770	Supplies Office	\$	69.90
	TO:	Fire Marshal	5330-775	Telephone	\$	704.21
	TO:	Fire Marshal	5330-785	Uniforms	\$	72.06
	FROM:	Fire Marshal	5330-525	Books	\$	1,956.95

**Motion**  
**Seconded**  
**Vote**  
**Comments**

21	TO:	Library	5390-625	Heat Propane	\$	1,328.69
	FROM:	Library	5390-595	Electricity	\$	1,328.69

**Motion**  
**Seconded**  
**Vote**  
**Comments**

22	TO:	Library	5390-736	Snow Removal	\$	83.68
	FROM:	Library	5390-775	Telephone	\$	83.68

**Motion**  
**Seconded**  
**Vote**  
**Comments**

23	TO:	Library	5390-798	Waste Removal	\$	144.00
	FROM:	Library	5390-595	Electricity	\$	144.00

**Motion**  
**Seconded**  
**Vote**  
**Comments**

**To: Board of Finance**

**August 17, 2022**

**From: Finance Director**

**Re:2021-2022 Transfer requests**

Item #		Department	Account Number	Account		Amount
24	TO:	Parks	5425-595	Electricity	\$	1,313.20
	TO:	Parks	5425-775	Telephone	\$	448.22
	FROM:	Parks	5425-798	Waste Removal	\$	1,761.42
	<b>Motion</b>					
	<b>Seconded</b>					
	<b>Vote</b>					
	<b>Comments</b>					
25	TO:	Planning and Zoning	5430-515-43	Wages Secretary	\$	570.82
	FROM:	Planning and Zoning	5430-598	Engineering	\$	570.82
	<b>Motion</b>					
	<b>Seconded</b>					
	<b>Vote</b>					
	<b>Comments</b>					
26	TO:	Planning and Zoning	5430-672	Legal Fees	\$	1,482.50
	FROM:	Planning and Zoning	5430-598	Engineering	\$	1,482.50
	TO:	Planning and Zoning	5430-670	Legal Notice	\$	23.03
	FROM:	Planning and Zoning	5430-598	Engineering	\$	23.03
	<b>Motion</b>					
	<b>Seconded</b>					
	<b>Vote</b>					
	<b>Comments</b>					
27	TO:	Public Works	5455-511-88	Wages Secretary	\$	1,353.74
	FROM:	Public Works	5455-515-65	Wages Utility Men	\$	1,353.74
	<b>Motion</b>					
	<b>Seconded</b>					
	<b>Vote</b>					
	<b>Comments</b>					
28	TO:	Public Works	5455-511-61	Wages Foreman	\$	2,223.32
	FROM:	Public Works	5455-515-65	Wages Utility Men	\$	2,223.32
	<b>Motion</b>					
	<b>Seconded</b>					
	<b>Vote</b>					
	<b>Comments</b>					

**To: Board of Finance**

**August 17, 2022**

**From: Finance Director**

**Re:2021-2022 Transfer requests**

Item #		Department	Account Number	Account		Amount
29	<b>TO:</b>	Public Works	5455-511-64-13	Wages Driveway	\$	202.12
	<b>FROM:</b>	Public Works	5455-515-65	Wages Utility Men	\$	202.12
	<b>Motion</b>					
	<b>Seconded</b>					
	<b>Vote</b>					
	<b>Comments</b>					
30	<b>TO:</b>	Public Works	5457-550	Computer Hardware	\$	163.63
	<b>FROM:</b>	Public Works	5457-685	Maintenance Materials	\$	163.63
	<b>Motion</b>					
	<b>Seconded</b>					
	<b>Vote</b>					
	<b>Comments</b>					
31	<b>TO:</b>	Public Works	5457-551	Computer Software	\$	684.60
	<b>FROM:</b>	Public Works	5457-685	Maintenance Materials	\$	684.60
	<b>Motion</b>					
	<b>Seconded</b>					
	<b>Vote</b>					
	<b>Comments</b>					
32	<b>TO:</b>	Public Works	5457-614	Facility Supplies	\$	574.08
	<b>FROM:</b>	Public Works	5457-613	Facility Maintenance	\$	574.08
	<b>Motion</b>					
	<b>Seconded</b>					
	<b>Vote</b>					
	<b>Comments</b>					
33	<b>TO:</b>	Public Works	5457-775	Telephone	\$	3,496.98
	<b>FROM:</b>	Public Works	5457-595	Electricity	\$	3,033.15
	<b>FROM:</b>	Public Works	5457-613	Facility Maintenance	\$	463.85
	<b>Motion</b>					
	<b>Seconded</b>					
	<b>Vote</b>					
	<b>Comments</b>					

**To: Board of Finance**

**August 17, 2022**

**From: Finance Director**

**Re:2021-2022 Transfer requests**

Item #		Department	Account Number	Account		Amount
34	<b>TO:</b>	Public Works	5457-570-139	Cont. Serv Security	\$	3,013.36
	<b>FROM:</b>	Public Works	5457-570-148	Cont. Serv Storm Water	\$	3,013.36
	<b>Motion Seconded Vote Comments</b>					
35	<b>TO:</b>	Recycling	5464-570-341	Cont. Serv Tires	\$	700.00
	<b>FROM:</b>	Recycling	5464-570-303	Cont. Serv Bulky Waste	\$	700.00
	<b>Motion Seconded Vote Comments</b>					
36	<b>TO:</b>	Recycling	5464-570-342	Cont. Serv Single Stream	\$	554.18
	<b>FROM:</b>	Recycling	5464-570-303	Cont. Serv Bulky Waste	\$	554.18
	<b>Motion Seconded Vote Comments</b>					
37	<b>TO:</b>	Recycling	5464-570-310	Cont. Serv Disposal	\$	13,855.56
	<b>FROM:</b>	Recycling	5464-570-303	Cont. Serv Bulky Waste	\$	13,855.56
	<b>Motion Seconded Vote Comments</b>					
38	<b>TO:</b>	Selectmen	5480-513-13	Wages Selectmen	\$	3,993.78
	<b>TO:</b>	Selectmen	5480-513-14	Wages Selectmen	\$	1,361.95
	<b>FROM:</b>	Finance	5320-560-5320	Contingency	\$	5,355.73
	<b>Motion Seconded Vote Comments</b>					

**To: Board of Finance**

**August 17, 2022**

**From: Finance Director**

**Re:2021-2022 Transfer requests**

Item #		Department	Account Number	Account		Amount
39	TO:	Street Lights	5492-788	Street Lights	\$	707.71
	FROM:	Finance	5320-560-5320	Contingency	\$	707.71
Motion Seconded Vote Comments						
40	TO:	Tax Collector	5505-517-23	Wages Clerk	\$	1,013.46
	FROM:	Tax Collector	5505-551	Computer Sys Maint	\$	1,013.46
Motion Seconded Vote Comments						
41	TO:	Town Clerk	5530-660	Land Records Record	\$	1,135.02
	FROM:	Finance	5320-560-5320	Contingency	\$	1,135.02
Motion Seconded Vote Comments						
42	TO:	Town Clerk	5530-670	Legal Notice	\$	37.17
	FROM:	Town Clerk	5530-687	Books	\$	37.17
Motion Seconded Vote Comments						
43	TO:	Town Attorney	5535-672-207	Legal Serv Assessor	\$	39,402.55
	FROM:	finance	5320-560-5320	Contingency	\$	39,402.55
Motion Seconded Vote Comments						



**To: Board of Finance**

**August 17, 2022**

**From: Finance Director**

**Re:2021-2022 Transfer requests**

Item #		Department	Account Number	Account		Amount
44	TO:	Town Attorney	5535-672-207	Outside legal Service	\$	9,318.23
	FROM:	finance	5320-560-5320	Contingency	\$	9,318.23
	Motion Seconded Vote Comments					
45	TO:	Selectmen	5480-511-161	Wages Grant Writer	\$	3,740.18
	FROM:	Selectmen	5480-570-129	Cont. Serv Professional	\$	1,000.00
	FROM:	Selectmen	5480-585	Education	\$	500.00
	FROM:	Selectmen	5480-690	Mileage	\$	500.00
	FROM:	Selectmen	5480-535	Civic Activities	\$	516.00
	FROM:	Selectmen	5480-643	Benefits	\$	1,224.18
	Motion Seconded Vote Comments					
46	TO:	Town Hall	5545-625	Heating	\$	4,045.63
	FROM:	Town Hall	5545-595	Electricity	\$	1,346.44
	FROM:	Town Hall	5545-517-127	Wages Custodial	\$	2,699.19
	Motion Seconded Vote Comments					
47	TO:	W.P.C.A.	5580-605	Equipment Maintenance	\$	125.66
	FROM:	W.P.C.A.	5580-603	Equipment Depreciable	\$	102.77
	FROM:	W.P.C.A.	5580-511-74	Wages Line Maintenance	\$	22.89
	Motion Seconded Vote Comments					

**To: Board of Finance**

**August 17, 2022**

**From: Finance Director**

**Re:2021-2022 Transfer requests**

Item #		Department	Account Number	Account	Amount
48	<b>TO:</b>	W.P.C.A.	5580-620	Fuel for Pump Station	\$ 199.20
	<b>FROM:</b>	W.P.C.A.	5580-685	Maintenance Materials	\$ 199.20
	<b>Motion</b>				
	<b>Seconded</b>				
	<b>Vote</b>				
	<b>Comments</b>				
49	<b>TO:</b>	W.P.C.A.	5580-517-76	Wages Construction Inspe	\$ 4,186.88
	<b>FROM:</b>	finance	5320-560-5320	Contingency	\$ 4,186.88
	<b>Motion</b>				
	<b>Seconded</b>				
	<b>Vote</b>				
	<b>Comments</b>				