

**Board of Selectmen's  
Regular Meeting**

**Wednesday, August 16, 2017**

**7:30 PM - Town Hall**

The meeting was called to order by First Selectmen George Temple at 7:32 PM followed by the Pledge of Allegiance.

Present: First Selectman George Temple, Selectman Jeff Haney, Selectman Kathy Johnson, Joanne Pelton, Administrative Assistant

**ACCEPTANCE OF MINUTES**

**1. 7/19/17 Regular Meeting**

**MOTION:**

Jeff Haney moved to approve the 7/19/17 Regular Meeting minutes as presented. This was seconded by Kathy Johnson. **All 3 Ayes. Motion carries.**

**AMENDMENT OF AGENDA**

**1. FY 2017-2018 Transfer Requests**

**MOTION:**

Jeff Haney moved to amend the agenda to add FY 2017 – 2018 Transfer Requests as Item #13. This was seconded by Kathy Johnson. **All 3 Ayes. Motion carries.**

**2. Appoint Acting Assessor**

**MOTION:**

Jeff Haney moved to amend the agenda to add Appoint Acting Assessor as Item #14. This was seconded by Kathy Johnson. **All 3 Ayes. Motion carries.**

**3. Appropriation Request – Town Counsel**

**MOTION:**

Jeff Haney moved to amend the agenda to add Appropriation Request – Town Counsel as Item #15 and move Report of First Selectman to Item #16. This was seconded by Kathy Johnson. **All 3 Ayes. Motion carries.**

## **APPOINTMENTS**

### **1. Opiate Crisis Steering Committee Appointments**

#### **MOTION:**

Jeff Haney moved to appoint the following members to the Opiate Crisis Steering Committee:

Dr. Heather Ferrillo-DiIulio, of 22 Oakcrest Road  
Ken Maher, of 10 Knorr Road  
Jodi Zaleha, Oxford High School Nurse, as a Liaison,  
Neil Lustig, P.D.D.H. Director of Health, as a Liaison

This was seconded by Kathy Johnson. **All 3 Ayes. Motion carries.**

Discussion: This Steering Committee will not be taking notes of the meetings. They will have discussions and make recommendations to the Board of Selectmen.

## **NEW BUSINESS**

### **1. Building Department Appropriation Request for New Vehicle – Approve**

#### **MOTION:**

Jeff Haney moved to approve the funding in the amount of \$34,750.00 for a new vehicle for the Building Official as he requested in his letter dated 7/3/17. This was seconded by Kathy Johnson.

Discussion: There were three quotes and this was the lowest price. First Selectman George Temple feels that the amount is too high and felt the town would be better off getting a used vehicle. First Selectman George Temple would suggest that the funding not exceed \$25,000. Jeff Haney stated that we just purchased an Equinox that was brand new for under \$24,000. Jeff Haney suggested looking into buying a Chevy Equinox. First Selectman George Temple and Jim Hliva will assist in the purchase of a vehicle.

#### **MOTION:**

First Selectman George Temple moved to amend the Motion to approve the funding not to exceed \$25,000. This was seconded by Kathy Johnson. **All 3 Ayes. Motion carries.**

**2. Oxford Cultural Arts 2018 FACE Festival Weekend – Approve Use of Town Hall**

**MOTION:**

Jeff Haney moved to approve the use of the Town Hall Meeting Room and grounds, including parking lots and gazebo, on Friday, May 18<sup>th</sup>, Saturday, May 19<sup>th</sup> and Sunday, May 20<sup>th</sup>, 2018 for the Oxford Cultural Arts 2018 FACE Festival Weekend Programs; as requested in their letter dated 7/19/17. This was seconded by Kathy Johnson.

**All 3 Ayes. Motion carries.** (Note: It is requested that the Cultural Arts Commission leave the rooms and area's in the same condition they were found.).

Discussion: FACE (Festival of Arts, Culture & Entertainment). Kathy Johnson stated the committee is focusing on cultural arts including poets, artists, and musicians, and having more events in town. They are gaining new members and are working on this now.

**3. Award HVAC Bid, Approve Contract and Authorize First Selectman to Sign**

**MOTION:**

Jeff Haney moved to award the HVAC Contract bid to BP Heating & Cooling LLC of Oxford, for a total of \$20,800.00 as presented in the 1 Year Commercial Maintenance Agreement and to authorize the First Selectman to sign. This was seconded by Kathy Johnson. (Town buildings include: Ambulance Garage, Center Fire House, Quaker Farms Fire House, Riverside Fire House, Town Hall, Public Works, Police Department, Senior Center and Animal Shelter). **All 3 Ayes. Motion carries.**

Discussion: This item was sent out to bid and received a few inquiries, but only one bid. The town does need to maintain the equipment. This company is the same as last year with the price remaining the same for this year.

**4. Transfer Funds from General Fund to Capital and Non-Recurring – Approve Resolution and Authorize First Selectman to Sign**

**MOTION:**

Jeff Haney moved to approve the following Transfer Funds from General Fund to Capital and Non-Recurring Resolution and authorize the First Selectman to sign:

Whereas, the 2017-2018 budget was adopted at referendum on May 11, 2017.

Whereas, the budget included an allocation to Capital and Non-Recurring in the amount of \$2,385,571 to fund various capital projects for the Town of Oxford and the Oxford Board of Education.

Whereas, the allocation to Capital and Non-Recurring in the amount of \$2,385,571 was a separate item on the ballot and was included as part of the 2017-2018 operating budget.

Whereas, the funds need to be transferred to the Capital and Non-Recurring account as specified in the 2017-2018 operating budget.

Therefore, be it resolved that \$2,385,571 be transferred from the 2017-2018 Adopted Operating Budget to the Capital and Non-Recurring account to fund various capital projects for the Town of Oxford and the Oxford Board of Education.

This was seconded by Kathy Johnson. **All 3 Ayes. Motion carries.**

Discussion: Jim Hliva discussed there were 30 capital projects on the adopted budget. This item is taking money from the General Fund and placing it into Capital and Non-Recurring. Jack Kiley is on-board with this. The items have to come to the Board of Selectmen for approval, then have to go to the Board of Finance, and then to a Town Meeting for approval. Tonight's meeting is not authorizing the expenditure.

## **5. Purchase Public Works Truck – Approve**

### **MOTION:**

Jeff Haney moved to approve the purchase of a 2017 International 7500 SFA 4X2 truck from Hine Bros, Inc. in Southbury, in the amount of \$177,862.00 to be taken from Capital and Non-Recurring, for Public Works. This was seconded by Kathy Johnson. **All 3 Ayes. Motion carries.** This matter will be forwarded to the Board of Finance.

Discussion: There were three bids received and this was the lowest bid. It is an 8-yard dump truck. Discussion was held regarding purchasing another International truck after the problems with them in the past. Jim Hliva stated the problem was corrected with the new trucks. First Selectman Temple stated that he does not want the problem with the shocks or the transmission to happen again. Jeff Haney inquired why it is not a 4X4 vehicle. It will be hauling sand so it does not need to be 4X4. Jim Hliva agrees with obtaining the International truck and it can be delivered this October. Jeff Haney will follow the recommendations by the Public Works Department. This amount was \$40,000 lower than the others.

**6. Purchase Water Pollution Control Authority Truck – Approve**

**MOTION:**

Jeff Haney moved to approve the purchase of a new 2017 F350 4X4 utility body with plow truck from Shaker Family Ford of Watertown, in the amount of \$41,308.00 to be taken from Capital and Non-Recurring, for the Water Pollution Control Authority, as presented and requested by the Chairman in his letter dated 7/14/17. This was seconded by Kathy Johnson. **All 3 Ayes. Motion carries.** This matter will be forwarded to the Board of Finance.

Discussion: Bids were received and this was the lowest bid. They did go through the State bid program. The current truck is eleven years old, and all the pump stations need to be plowed out and accessible at all times.

**7. Purchase Fuel Storage Tanks for Public Works**

**MOTION:**

Jeff Haney moved to approve the purchase of a new Fuel System at Public Works, in an amount not to exceed \$350,000.00, in order to replace the existing antiquated system; as presented and requested by the Road Foreman in his letter dated 2/28/17. This was seconded by Kathy Johnson. **All 3 Ayes. Motion carries.** This matter will be forwarded to the Board of Finance.

Discussion: This has been budgeted. First Selectman George Temple is aware of this and this needs to be addressed this year. This is phase I for the new fuel system; in phase II we will need to remove the old tanks at an additional cost in a year from now.

**8 Approve Fire Department's FY 2017 – 2018 Capital Projects Purchases**

**MOTION:**

Jeff Haney moved to approve the following Fire Department's FY 2017-2018 Capital Project purchases as presented and requested by the Fire Chief in his letter dated 8/4/17:

Fire Brush Truck	\$50,000.00
Fire Turnout Gear Washer	\$10,000.00
Fire Department Chevrons for Trucks	\$12,410.00

This was seconded by Kathy Johnson. **All 3 Ayes. Motion carries.** This matter will be forwarded to the Board of Finance.

Discussion: First Selectman George Temple asked about the Chevrons for the trucks. This is a new requirement for emergency vehicles. This was in the budget. Jack Kiley suggested putting this through to the next Board of Finance Meeting on August 28<sup>th</sup>. Then it will go to a Town Meeting. This truck will have the computer system in it.

**9. Oxford School Building Committee Appropriation Request for New Middle School Project**

**MOTION:**

Jeff Haney moved to approve an appropriation in the amount of \$48.6 million with the borrowing authority and with an estimated cost to the Town of \$35.6 million to fund the planning and construction of a new middle school for the Town of Oxford; as requested by the Chairman of the Oxford School Building Committee in his letter dated 7/27/17. This was seconded by Kathy Johnson. **All 3 Ayes. Motion carries.** This matter will be forwarded to the Board of Finance.

Discussion: Kathy Johnson asked if this is the amount that is going to go to referendum. There is a 14 step process to go through, and this is the first step to set a date for a meeting with the Board of Selectmen and the Board of Finance for a joint meeting. At the joint meeting is where the figures come out. First Selectman George Temple stated he wanted to be clear that the Board of Selectmen will approve it only to move it forward, but he has a problem with \$48.6 million. He cannot see paying that amount for a new school especially when we don't have to buy the land. Jim Hliva stated using the amortization table it would equate to 1.85 mills the first year and decrease each year after that. Kathy Johnson stated that the citizens of Oxford want their taxes lowered. The Board of Selectmen expressed their concerns about the cost.

**10. Hire Full-Time Custodian**

**MOTION:**

Jeff Haney moved to hire Kyle Sastrum, of 75 Captain Wooster Road, as the Full-Time Custodian with benefits at a pay rate of \$730.98 per week with a start date of Monday, August 28, 2017. This was seconded by Kathy Johnson. **All 3 Ayes. Motion carries.**

Discussion: Both First Selectman George Temple and Jeff Haney know Kyle Sastrum and he is a good worker. Kyle has already come up with some items that we should have done. He is very energetic and will have a six-month probationary period.

**11. Approve Appraisal Contract for Colonial Tavern Property and Authorize First Selectman to Sign**

**MOTION:**

Jeff Haney moved to approve the Sheehy Associates Appraisal Contract, in the amount of \$3,500.00 to be taken from Selectmen's Contracted Services/Professional Service's line item, for the appraisal of the Colonial Tavern property located at 24 Hawley Road and to authorize the First Selectman to sign. This was seconded by Kathy Johnson.

**All 3 Ayes. Motion carries.**

Discussion: This is something being considered by the Town and it doesn't put affordable housing there and it is a good fit for the Recreation Department. The price has to be right and it will need to go to a Town Meeting.

**12. FY 2016 – 2017 Transfer Requests**

**MOTION:**

Jeff Haney moved to approve the FY 2016 – 2017 transfer requests (Attachment A) as presented by the Finance Director in his letter dated 8/16/17. This was seconded by Kathy Johnson. **All 3 Ayes. Motion carries.** This matter will be forwarded to the Board of Finance.

Discussion: Jim Hliva discussed these items are to clean up all the year-end transfers with the exception of Economic Development, Fire Department, Fire Marshal, Employee Benefits, and the Police Department. If Jim Hliva can get those items in, he may need to have a special meeting with the Board of Selectmen, so it can go to the Board of Finance for August 28, 2017.

**13. FY 2017-2018 Transfer Requests**

**MOTION:**

Jeff Haney moved to approve the following FY 2017 – 2018 transfer requests as presented by the Finance Director in his letter dated 8/16/17:

TO: Tree Warden	5556-570-147	Stipend	\$600.00
FROM: Finance	5320-560-5320	Contingency	\$600.00

This was seconded by Kathy Johnson. **All 3 Ayes. Motion carries.** This matter will be forwarded to the Board of Finance.

Discussion: Jim Hliva discussed that the first transfer is for the Tree Warden starting July 1, 2017 to bring his salary up to \$3,000, and the second item is for the Fire Department when they received their budget cuts, rather than spending money on education, maintenance, and vehicle repairs, they would rather spend it on equipment.

**14. Appoint Acting Assessor**

**MOTION:**

Jeff Haney moved to appoint Teresa Geremski as the Acting Assessor at a pay rate of \$33.50 per hour and effective immediately. This was seconded by Kathy Johnson.  
**All 3 Ayes. Motion carries.**

Discussion: First Selectman George Temple announced that our Assessor has retired last week. We are in the process of interviewing for a replacement. In the meantime, Teresa Geremski will be the Acting Assessor, and she is certified. She is filling in for now. The rate was discussed.

**15. Appropriation Request – Town Counsel**

**MOTION:**

Jeff Haney moved to approve the appropriation request for Town Counsel in the amount of \$34,247.82 to be taken from the General Fund. This was seconded by Kathy Johnson.  
**All 3 Ayes. Motion carries.** This matter will be forwarded to the Board of Finance.

Discussion: This is for outside counsels who were brought in for grievances, another firm for three other issues at the Police Department, and another matter by the Town.

**16. Report of First Selectman**

1. Jackson Cove is closed to swimming due to an outbreak of algae. There is still one more concert on Tuesday evening at Jackson Cove. One advantage for a place like Colonial Tavern is that it is a place for kids to swim in the pool.

2. The owner of Colonial Tavern would like the Town to have it. Stay tuned! There is a field there for recreation, a tennis court and a basketball court. Everyone in town can enjoy it. The Building Inspector will be doing an inspection also. The property will need some work.



3. Last week the Opiate Steering Committee met and it went very well. Opiate addiction is an enormous problem. Next month is "Recovery Month" and there will be a ceremony in Town Hall in support of those who are still out there to let them know that we are there for them and their families. If anyone is interested in getting involved, please let us know. All are welcome.

### AUDIENCE OF CITIZENS

David Stocker, 144 Punkup Road asked about his ethics complaint that he filed, and asked the Board of Selectmen if there was any way they can get the ball rolling on this matter, and get the Chairman to contact him. First Selectman George Temple will look into this matter tomorrow and get it heard as soon as possible.

Jack Kiley, 88 Bee Mountain Road asked about the lot size for Colonial Tavern and asked if we can have our Wetlands Commission take a look at the property also. The lot size is 31.54 acres.

First Selectman George Temple asked David Stocker how his daughter's goat did at the fair. Her goat took 2<sup>nd</sup> place in showmanship.

### ADJOURNMENT

#### MOTION:

Jeff Haney moved to adjourn the meeting at 8:26 PM. This was seconded by Kathy Johnson. **All 3 Ayes. Motion carries.**

Respectfully submitted,



Lynda Romanowski  
Clerk, Board of Selectmen

17 AUG 21 PM 5:43  
TOWN OF OXFORD, CT  
*Lynda Romanowski*  
TOWN CLERK

**To: Board of Finance**

**August 16, 2017**

**From: Finance Director**

**Re:2016-2017 Transfer requests**

tem #	Department	Account Number	Account	Amount
1	TO: Ambulance	5210-613	Facility Services	\$ 944.02
	TO: Ambulance	5210-601	Equipment Lease	\$ 131.94
	TO: Ambulance	5210-604	Equipment Lease	\$ 117.48
	TO: Ambulance	5210-614	Supplies	\$ 34.79
	FROM: Ambulance	5210-769	department Supplies	\$ 761.73
	FROM: Ambulance	5210-785	uniforms	\$ 309.89
	FROM: Ambulance	5210-770	Equipment	\$ 20.95
	FROM: Ambulance	5210-625	Heating	\$ 135.66

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

2	To: Assessor	5215-570-113	Field Work	\$ 2,757.50
	From: Assessor	5215-525	Books	\$ 435.00
	From: Assessor	5215-551	Computer Maintenance	\$ 125.00
	From: Assessor	5215-555	Conferences	\$ 526.00
	From: Assessor	5215-570-135	Printing	\$ 30.81
	From: Assessor	5215-585	Dues	\$ 20.00
	From: Assessor	5215-590	Education	\$ 970.00
	From: Assessor	5215-690	Mileage	\$ 376.11
	From: Assessor	5215-770	Office Supplies	\$ 274.58

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

3	TO: Conservation	Wages Fill in	5265-517-42	\$ 1,353.80
	FROM: Conservation	Legal Services	5265-670	\$ 1,353.80

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

**To: Board of Finance**

**August 16, 2017**

**From: Finance Director**

**Re:2016-2017 Transfer requests**

tem #	Department	Account Number	Account		Amount
4	TO: Conservation	Field Work	5215-570-113	\$	2,757.50
	FROM: Conservation	Books	5215-525	\$	435.00
	FROM: Conservation	Computer Maintenance	5215-551	\$	125.00
	FROM: Conservation	Conferences	5215-555	\$	526.00
	FROM: Conservation	Printing	5215-570-135	\$	30.81
	FROM: Conservation	Dues	5215-585	\$	20.00
	FROM: Conservation	Education	5215-590	\$	970.00
	FROM: Conservation	Mileage	5215-690	\$	376.11
	FROM: Conservation	Office Supplies	5215-770	\$	274.58

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

5	TO: Dog Warden	Electricity	5285-595	\$	139.77
	TO: Dog Warden	heating	5285-625	\$	246.31
	TO: Dog Warden	Telephone	5285-775	\$	726.14
	FROM: Dog Warden	Wages Deputy	5285-513-93	\$	1,112.22

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

6	TO: Elderly Commission	Wages Director	5295-511-45	\$	1,092.00
	FROM: Elderly Commission	Heating	5295-625	\$	1,092.00

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

7	TO: Elderly Commission	Wages Asst Director	5295-515-46	\$	196.32
	FROM: Elderly Commission	Heating	5295-625	\$	196.32

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

**To: Board of Finance**

**August 16, 2017**

**From: Finance Director**

**Re:2016-2017 Transfer requests**

tem #	Department	Account Number	Account	Amount
8	TO: Elderly Commission	Electricity	5295-595	\$ 467.42
	FROM: Elderly Commission	Heating	5295-625	\$ 467.42
Motion Seconded Vote Comments				
9	TO: Parks	Internet Security	5425-817	\$ 1,021.84
	FROM: Parks	Equipment Maintenance	5425-605	\$ 279.80
	FROM: Parks	Facility Maintenance	5425-613	\$ 742.04
Motion Seconded Vote Comments				
10	TO: Parks	Electricity	5425-595	\$ 1,064.81
	FROM: Parks	Mileage	5425-690	\$ 391.40
	FROM: Parks	Regular Programs	5429-729	\$ 393.87
	FROM: Parks	Special Programs	5429-730	\$ 279.54
Motion Seconded Vote Comments				
11	TO: Parks	Vehicle Maintenance	5425--811	\$ 238.87
	FROM: Parks	Vehilce Repairs	5425-812	\$ 200.37
	FROM: Parks	Propane	5425-626	\$ 38.87
Motion Seconded Vote Comments				

**To: Board of Finance**

**August 16, 2017**

**From: Finance Director**

**Re:2016-2017 Transfer requests**

tem #	Department	Account Number	Account		Amount
12	TO: Public Works	Electricity	5457-595	\$	2,275.20
	TO: Public Works	Heating	5457-625	\$	15,587.97
	FROM: Public Works	Water	5457-799	\$	196.02
	FROM: Public Works	Telephone	5457-775	\$	3,567.70
	FROM: Public Works	Gasoline	5456-610	\$	14,491.49

Motion  
Seconded  
Vote  
Comments

13	TO: Public Works	Overtime	5455-521-1000	\$	33,737.96
	TO: Public Works	Equipment Maintenance	5456-605	\$	5,215.92
	TO: Public Works	Vehicle Maintenance	5456-811	\$	11,919.53
	FROM: Public Works	Gasoline	5456-610	\$	44,205.04
	FROM: Public Works	Snow Plowing	5455-515-69	\$	6,668.37

Motion  
Seconded  
Vote  
Comments

14	TO: Parks	Wages Director	5425-513-76	\$	6,631.39
	TO: Parks	Wages Seasonal	5425-517-77	\$	17,890.77
	TO: Parks	Facility Supplies	5425-614	\$	23.58
	FROM: Parks	Wages Assistant	5425-517-81	\$	7,067.00
	FROM: Parks	Wages part time	5425-521-80	\$	5,640.39
	FROM: Parks	Field Maintenance	5425-570-121	\$	9,255.00
	FROM: Parks	Facility Repairs	5425-615	\$	601.12
	FROM: Parks	Programs	5425-730	\$	304.09
	FROM: Parks	Telephone	5425-775	\$	481.48
	FROM: Parks	Uniforms	5425-785	\$	222.63
	FROM: Parks	Waste Removal	5425-798	\$	839.00
	FROM: Finance	Contingency	5320-560-5320	\$	135.03

Motion  
Seconded  
Vote

**To: Board of Finance**

**August 16, 2017**

**From: Finance Director**

**Re:2016-2017 Transfer requests**

tem #	Department	Account Number	Account	Amount
15	TO: Town Hall	Electricity	5545-625	\$ 4,606.62
	TO: Town Hall	Waste Removal	5545-798	\$ 52.60
	FROM: Finance	Contingency	5320-560-5320	\$ 4,659.22

**Motion  
Seconded  
Vote  
Comments**

16	TO: Town Hall	Computer Hardware	5545-550	\$ 4,186.48
	TO: Town Hall	Computer Maintenance	5545-551	\$ 2,601.08
	TO: Town Hall	Vehicle Maintenance	5545-811	\$ 1,267.80
	FROM: Town Hall	Maintenance	5545-613	\$ 1,462.81
	FROM: Town Hall	Heating Oil	5545-625	\$ 66.38
	FROM: Town Hall	Legal Notices	5545-670	\$ 365.63
	FROM: Town Hall	Postage	5545-715	\$ 2,892.86
	FROM: Town Hall	Water	5545-799	\$ 258.20
	FROM: Finance	Contingency	5320-560-5320	\$ 3,009.48

**Motion  
Seconded  
Vote  
Comments**

17	TO: Town Counsel	Town Counsel	5535-672-201	\$ 4,257.52
	FROM: Town Counsel	Legal Expense	5535-672-202	\$ 127.50
	FROM: Finance	Contingency	5320-560-5320	\$ 4,130.02

**Motion  
Seconded  
Vote**

18	TO: Fire Hydrants	Fire Hydrants	5578-788	\$ 7,410.48
	FROM: Street Lights	Street Lights	5492-788	\$ 4,146.03
	FROM: Finance	Contingency	5320-560-5320	\$ 3,264.45

**Motion  
Seconded  
Vote**

**To: Board of Finance**

**August 16, 2017**

**From: Finance Director**

**Re:2016-2017 Transfer requests**

tem #	Department	Account Number	Account	Amount
19	TO: Tax Collector	Wages Asst tax Coll.	5505-515-22	\$ 6,346.64
	TO: Tax Collector	Mileage	5505-690	\$ 123.92
	TO: Tax Collector	Overtime	5505-521-1000	\$ 128.93
	FROM: Tax Collector	Conferences	5505-555	\$ 74.00
	FROM: Tax Collector	Dues	5505-585	\$ 55.00
	FROM: Tax Collector	Education	5505-590	\$ 40.00
	FROM: Tax Collector	Late Notices	5505-631	\$ 2,254.90
	FROM: Tax Collector	Legal Notices	5505-670	\$ 1,190.50
	FROM: Tax Collector	Supplies	5505-770	\$ 1,254.61
	FROM: Finance	Finance Contingency	5320-560-5320	\$ 1,730.48

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

20	TO: Town Counsel	Additional Counsel	5535-672-203	\$ 28,189.50
	FROM: Town Counsel	Land Use	5535-672-205	\$ 2,185.00
	FROM: Land Use	Contingency	5320-560-5338	\$ 30,374.50

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

21	TO: Selectman	Grant Writer	5480-511-161	\$ 17,436.45
	FROM: Selectman	Wages Secretary	5480-515-15	\$ 28.29
	FROM: Selectman	Wages Overtime	5480-521-1000	\$ 430.86
	FROM: Selectman	Business Development	5480-533	\$ 571.37
	FROM: Selectman	Civic Activities	5480-535	\$ 295.89
	FROM: Selectman	Conference and Meeting	5480-555	\$ 1,463.89
	FROM: Selectman	Board Clerk	5480-570-105	\$ 1,368.70
	FROM: Selectman	Professional Services	5480-570-129	\$ 500.00
	FROM: Selectman	Dues	5480-585	\$ 138.00
	FROM: Selectman	Education	5480-590	\$ 500.00
	FROM: Finance	Finance Contingency	5320-560-5320	\$ 12,139.45

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

**To: Board of Finance**

**August 16, 2017**

**From: Finance Director**

**Re:2016-2017 Transfer requests**

Item #	Department	Account Number	Account	Amount
22	TO: Selectman	Per Diem Personnel	5480-517-97	\$ 11,135.14
	FROM: Finance	Finance Contingency	5320-560-5320	\$ 11,135.14

**Motion  
Seconded  
Vote  
Comments**

23	TO: Ambulance	Vehicle maintenance	5210-811	\$ 2,596.47
	FROM: Ambulance	Heating	5210-625	\$ 715.62
	FROM: Finance	Contingency	5320-560-5320	\$ 1,880.85

**Motion  
Seconded  
Vote**

24	TO: Finance	Wages Part time clerk	5315-517-88	\$ 1,933.10
	FROM: Finance	financing costs	5315-608	\$ 1,275.00
	FROM: Finance	actuarial study	5315-618	\$ 505.00
	FROM: Finance	conferences	5315-555	\$ 16.37
	FROM: Finance	Wages Director	5315-511-17	\$ 1.10
	FROM: Finance	Woges Clerk	5315-515-18	\$ 0.60
	FROM: Finance	Contingency	5320-560-5320	\$ 135.03

**Motion  
Seconded  
Vote  
Comments**

25	TO: Probate	5450-606	5450-606	\$ 1,353.70
	FROM: Finance	5320-560-5320	5320-560-5320	\$ 1,880.85

**Motion  
Seconded  
Vote**

26	TO: Assessor	Vehicle maintenance	5215-513-61	\$ 4,003.12
	FROM: Assessor	Heating	5215-570-135	\$ 25.34
	FROM: Finance	Contingency	5320-560-5320	\$ 3,977.78

**Motion  
Seconded  
Vote**