

INSTR # M2016000241
DATE FILED 04/07/2016 08:31:46 AM
CHRISTINE HALLORAN
TOWN CLERK
EASTON CT

INSTR # M2016000241
DATE FILED 04/07/2016 08:31:46 AM
CHRISTINE HALLORAN
TOWN CLERK
EASTON CT

Page 1 of 4

Agenda Item 2	<i>Discuss and approve line item transfers for the Senior Center.</i>	
Notes:	Val Buckley, Senior Center Director, requested, via letter to the board members, transfer of funds to <i>Services and Fees</i> and <i>Materials and Supplies</i> to cover unplanned expenses.	
Action/Motions:	Approve transfers for the Senior Center as presented by the attachment made part of these minutes.	
Motion (Second):	Art Laske (Paul Lindoerfer)	Result: All in favor
Follow Up:	None	

Agenda Item 3	<i>Review a Munis year-to-date summary report of revenue and expenses for the 2015-2016 budget</i>	
Notes:		
Action/Motions:	None	Result:
Motion (Second):		
Follow Up:	None	

	<i>Adjournment</i>	Time: 7:38PM
Action/Motions:	Motion to Adjourn	
Motion (Second):	Art Laske (Paul Lindoerfer)	Result: All in favor

Submitted by,


Paul Lindoerfer- Clerk



THE EASTON SENIOR CENTER
650 MOREHOUSE ROAD
EASTON, CT 06612
(203) 268-1145

April 4, 2016

Dear Chairman and Members of the Board of Finance,

I regret that I will be unable to attend the Board of Finance Meeting on April 4. I am presently on vacation and have family commitments for this evening.. However, if you have any questions, please feel free to call me on my mobile phone (203-993-5143).

I would like to request a transfer of funds as shown on the enclosed transfer form. The reason being is that I have had many more unplanned expenses in both my "Services and Fees" and "Materials and Supplies" accounts in this budget year. . Most of the unexpected expenses are connected to maintenance with the communication and technical equipment. This totals \$1520.15. I have the invoices if you wish to view them.

In addition, we have had difficulties with the grease trap in the kitchen and need to have it serviced every three months at \$95.00 (4). Lastly, Public Works has paid for the majority of the carpet cleaning; however, we had an additional amount of \$317.50 occurred for this cleaning.

So the total of these expenditures to be transferred is \$2217.65.

Thank you for your consideration.

Respectfully yours,

Val Buckley

Valerie Buckley, Director Easton Senior Center



TOWN OF EASTON

BOARD OF FINANCE

LINE ITEM TRANSFERS

<u>FROM ACCOUNT NUMBER</u>	<u>NAME OF ACCOUNT</u>	<u>AMOUNT</u>	<u>TO ACCOUNT NUMBER</u>	<u>NAME OF ACCOUNT</u>	<u>AMOUNT</u>
03138080-5800	Van Maint. & Repair	\$ 697.50	03102000-5200	Sr Ctr. Serv. Fee	\$ 697.50
03138070-5757	Van Gas	1,520.15	03104000-5400	S.C. Material & Sup.	1,520.15

REASON FOR REQUEST TO TRANSFER

Shortage of Budgeted Budget - letter attached

SPECIAL APPROPRIATION

<u>ACCOUNT NUMBER</u>	<u>NAME OF ACCOUNT</u>	<u>AMOUNT</u>
-----------------------	------------------------	---------------

REASON FOR SPECIAL APPROPRIATION

Easton Senior Center

April 4th 2016

Val Buckley

NAME OF BOARD / COMMISSION
DEPARTMENT

DATE

SIGNATURE OF BOARD / COMMISSION
DEPARTMENT HEAD