


Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: First Selectmen

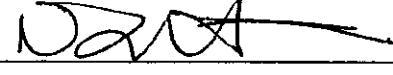
Reason for Request: Transfer within department but using payroll/benefit items.
44203 over from the Rudko Lawsuit and other legal fees that should have been charged to other departments. The invoices were all just billed to the First Selectmen's Budget. We have fixed this process for 22-23.

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	11201-40101	Regular Payroll	6564.00
	11201-41210	Employee Related Insurance	140.00
	11201-41230	Fica & Medi	6337.00
To:	11201-44203	Legal	13,041.00

9/22/22 Date Requested  Department Director or Supervisor - Signature

Print Name Andreas Bisbikos

9/22/22 Date Reviewed  Chief Financial Officer

9/22/22 Date Approved  First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: First Selectmen


Transfer from another department

Reason for Request: 44203 over from the Rudko Lawsuit and other legal fees that should have been charged to other departments. The invoices were all just billed to the First Selectmen's Budget. We have fixed this process for 22-23.

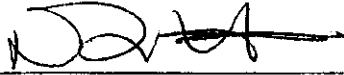
Reason for Available Funds:

From:	Account Number	Account Name	Amount
	11205-44203	HR - Legal	17,220.00
	11205-40101	HR - Regular Payroll	3677.00
	11205-41230	Fica & Medi	1451.00

To:	Account Number	Account Name	Amount
	11201-44203	Legal	23536.00

9/22/22
Date Requested  Department Director or Supervisor - Signature

Print Name Andreas Bisbikos

9/22/22
Date Reviewed  Chief Financial Officer

9/22/22
Date Approved  First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

2 of 2

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: First Selectmen

Reason for Request: Transfer from another department

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	11205-41210	HR - Employee related Insurance	58.00
	11205-42301	HR - Office Supplies	150.00
	11205-43213	HR - Mileage, Training & Meetings	461.00
<i>To From</i>	11205-43258	HR - Professional membership	110.00
	11205-44208	HR - Professional Services	20.00
	11205-44232	HR - Printing & publishing	115.00
	11303-44205	Tax - Data Processing	274.00

9/22/22
Date Requested Department Director or Supervisor - Signature

Print Name Andreas Bisbikos

9/20/22
Date Reviewed Chief Financial Officer

9/22/22
Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

1 of 2

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: First Selectmen

Reason for Request: Transfer within department but the department was over in total for the year.
44203 over from the Rudko Lawsuit and other legal fees that should have been charged to other departments. The invoices were all just billed to the First Selectmen's Budget. We have fixed this process for 22-23.

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	11201-42233	Copier	644.00
	11201-42301	Office Supplies	320.00
	11201-43213	Mileage, Training & Meetings	200.00
To:			
	11201-44203	Legal	799.00
	11201-43258	Professional Memeberships	500.00
	11201-44217	Postage	78.00

10/6/22
Date Requested Department Director or Supervisor - Signature

Print Name Andreas Bisbikos

10/6/22
Date Reviewed Chief Financial Officer

10/6/22
Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

2022

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: First Selectmen


Transfer within department but the department was over in total for the year.

Reason for Request: 44203 over from the Rudko Lawsuit and other legal fees that should have been charged to other departments. The invoices were all just billed to the First Selectmen's Budget. We have fixed this process for 22-23.

Reason for Available Funds:

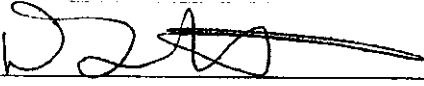
From:	Account Number	Account Name	Amount
	11201-44208	Professional Services	129.00
	11201-45250	Property Tax	12.00
	11201-46224	Equipment Repairs	150.00
To:	11201-47242	Parades & Celebrations	78.00

10/6/22
Date Requested

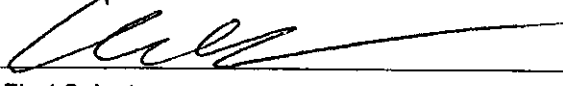

Department Director or Supervisor - Signature

Print Name Andreas Bisbikos

10/6/22
Date Reviewed


Chief Financial Officer

10/6/22
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

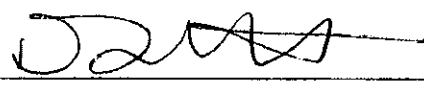
Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Finance


Reason for Request: Transfer within this department but using payroll/benefit items.
We issued prior CFO's payout of accrued time in 21-22

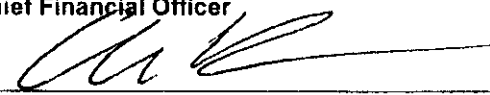
Reason for Available Funds: Staff turn over throughout the year

From:	Account Number	Account Name	Amount
	11301-41210	Employee Related Insurance	114.00
	11301-41230	Fica & Medi	1363.00
To:	11301-40101	Regular Payroll	1477.00

9/21/22 Date Requested  Department Director or Supervisor - Signature

Print Name Debbie Kratochvil

9/21/22 Date Reviewed  Chief Financial Officer

9/27/22 Date Approved  First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

2 of 2

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Finance

Reason for Request: Transfer from another department.
Used a temp service for accountant after the deputy cfo quit.

Reason for Available Funds: Staff turn over throughtout the year left extra payroll and benefits.

From:	Account Number	Account Name	Amount
	11411-40101	Planning - Regular Payroll	10,892.00
	11411-41230	Planning - Fica & Medi	5072.00
	11411-40103	Planning - Overtime	1585.00
	11411-42233	Planning - Copier	583.00
To:	11301-44208	Professional Services	18,132.00

9/21/22
Date Requested

Department Director or Supervisor - Signature

Print Name: Debbie Kratochvil

9/21/22
Date Reviewed

Chief Financial Officer

9/22/22
Date Approved

First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

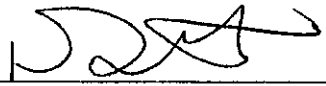
Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Finance

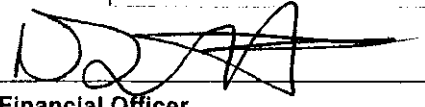
Reason for Request: Transfer within the department but the department was over budget in total for the year.
Used a temp service for accountant after the deputy cfo quit.

Reason for Available Funds: Staff turn over throughtout the year left extra in some lines.

From:	Account Number	Account Name	Amount
	11301-42301	Office Supplies	485.00
	11301-43213	Mileage, training & Meetings	1203.00
	11301-43258	Professional Memberships	132.00
To:			
	11301-40101	Regular Payroll	1548.00
	11301-40103	Overtime	238.00
	11301-42233	Copier	4.00

10/6/22 Date Requested  Department Director or Supervisor - Signature

Print Name Debbie Kratochvil

10/6/22 Date Reviewed  Chief Financial Officer

10/6/22 Date Approved  First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

2022

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Finance

Reason for Request: Transfer within the department but the department was over budget in total for the year.
Used a temp service for accountant after the deputy cfo quit.

Reason for Available Funds:

From:

Account Number	Account Name	Amount
<u>11301-44205</u>	<u>Data Processing</u>	<u>2153.00</u>
<u>11301-44217</u>	<u>Postage</u>	<u>1315.00</u>
<u>11301-44223</u>	<u>Service Contracts</u>	<u>250.00</u>

To:

<u>11301-44208</u>	<u>Professional Services</u>	<u>3748.00</u>

10/6/22
Date Requested

[Signature]
Department Director or Supervisor - Signature

Print Name Debbie Kratochvil

10/6/22
Date Reviewed

[Signature]
Chief Financial Officer

10/6/22
Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	11501-40101	Contr Temp Occas	380.00
	11501-41213	Employee Related insurance	22.00
	11501-41230	FICA & Medi	943.00
To:	11501-40101	Regular Payroll	407.00
	11501-40103	Overtime	76.00
	11501-44230	Legal	862.00

Date Requested Department Director or Supervisor - Signature

Print Name

Date Reviewed Chief Financial Officer

Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Town Clerk

Reason for Request: Transfer from another department
Legal was over because a budget legal notice needed to be published in the Norwich Bulletin instead of the Rivereast at a rate 4 to 5 times the amount and because we had multiple referenda.

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<u>11601-43258</u>	<u>Elections - Professional Memeberships</u>	<u>25.00</u>
	<u>11601-44208</u>	<u>Elections - Professional Services</u>	<u>907.00</u>
	<u></u>	<u></u>	<u></u>
To:	<u>11501-44230</u>	<u>Legal</u>	<u>932.00</u>
	<u></u>	<u></u>	<u></u>
	<u></u>	<u></u>	<u></u>

9-23-2022 Gayle Furman
Date Requested Department Director or Supervisor - Signature

Print Name Gayle Furman

9/28/22 [Signature]
Date Reviewed Chief Financial Officer

9/29/22 [Signature]
Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Town Clerk

Reason for Request: Transfer within department but the department was over in total for the year.

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	11501-42233	copier	464.00
	11501-42301	Office Supplies	449.00
	11501-43258	Professional memberships	265.00
To:	11501-43213	Mileage, Training & Meetings	109.00
	11501-44217	Postage	192.00
	11501-44230	Legal Notices	709.00

10-11-22
Date Requested

Gayle Furman
Department Director or Supervisor - Signature

Print Name Gayle Furman

10/6/22
Date Reviewed

[Signature]
Chief Financial Officer

10/11/22
Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

20f2

Department: Town Clerk

Reason for Request: Transfer within department but the department was over in total for the year.

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	11501-44207	Indexing & Recording	153.00
	11501-44271	Micro Filming	380.00

To:	Account Number	Account Name	Amount
	11501-44232	Printing & Publications	663.00
	11501-46224	Equipment Repairs	38.00

10-11-22 *Gayle Furman*
 Date Requested Department Director or Supervisor - Signature

Print Name Gayle Furman

10/6/22 *[Signature]*
 Date Reviewed Chief Financial Officer

10/11/22 *[Signature]*
 Date Approved First Selectman

 Date Approved Board of Selectmen Clerk

 Date Approved Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Elections

Reason for Request: Transfer within this department but using payroll/benefit items
Transfer funds from Contr Temp intended for poll workers to Reg Payroll and Ballot Printing.

Reason for Available Funds: More Referendums and Recounts than anticipated.

From:	Account Number	Account Name	Amount
	11601-40105	Contr Temp Occas	4417.00

To:	Account Number	Account Name	Amount
	11601-40101	Regular Payroll	1000.00
	11601-44232	Printing & Publications	3417.00

9/27/22
Date Requested
Julianne Shulosky
Karen A. Romero
Department Director or Supervisor - Signature

Print Name
Karen A. Romero
Julianne Shulosky

9/27/22
Date Reviewed
Chief Financial Officer

9/29/22
Date Approved
First Selectman

Date Approved
Board of Selectmen Clerk

Date Approved
Board of Finance Clerk

Handwritten initials/signature

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

Department: Fleet

Reason for Request: Transfer within this department but using payroll/benefit items.
45221 over from consuming 530 gallons more than budgeted for (insulation in teh heated wash bay attic is compromised) and we paid \$0.46 more per gallon than budgeted for.

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	13202-40101	Regular Payroll	1649.00
	13202-41230	Fica & Retirement	1354.00
To:			
	13202-45221	Fuel/Heating	3003.00

9/22/22
 Date Requested Department Director or Supervisor - Signature

Print Name Steve Sharpe

9/22/22
 Date Reviewed Chief Financial Officer

9/29/22
 Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Public Works - Snow/Transfers Out

Reason for Request: Adoption of Snow Reserve Policy and establishment of Snow Reserve Fund in March 2016 - "It shall be the policy of the Board of Finance and Board of Selectmen to place unexpended funds within the Public Works Department - Snow Removal budget into the Snow Reserve Fund for use in future years with above average snowfall events and/or totals, that causes an overage within the Public Works Department - Snow Removal budget."

Reason for Available Funds: Adoption of Snow Reserve Policy and establishment of Snow Reserve Fund in March 2016 - "It shall be the policy of the Board of Finance and Board of Selectmen to place unexpended funds within the Public Works Department - Snow Removal budget into the Snow Reserve Fund for use in future years with above average snowfall events and/or totals, that causes an overage within the Public Works Department - Snow Removal budget."

From:

Account Number	Account Name	Amount
13204-42333	Snow - Sand, Salt, Gravel	11,143.00
13204-42340	unow - Other Purchased SUPplies	16,709.00
13204-44208	Snow - Professional Services	24,195.00

To:

13204-40103	Snow - Overtime	31,634.00
13204-41230	Snow - FICA	2,052.00
18501-50285	Transfer to Snow Reserve Fund	18,361.00

9/26/22
Date Requested Department Director or Supervisor - Signature

Print Name JOHN H. JONES

9/26/22
Date Reviewed Chief Financial Officer

9/29/22
Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Transfer Station

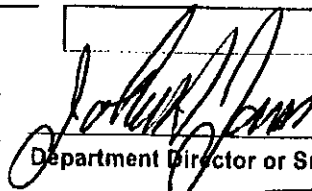
Transfer within this department but using payroll/benefit items

Reason for Request: 43212 over from increase in rates from Williwaste
44223 increase in Fuel Surcharges

Reason for Available Funds:

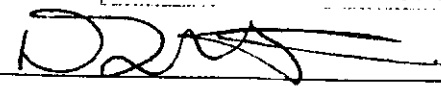
From:	Account Number	Account Name	Amount
	13601-40101	Regular Payroll	18,662.00
	13601-41210	Employee Related Insurance	293.00
	13601-41230	Fica & Medi	7437.00
To:	13601-43212	Transportation	23,056.00
	13601-44223	Service Contracts	3336.00

9/22/22
Date Requested

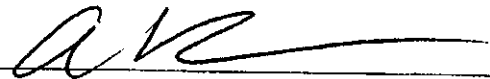

Department Director or Supervisor - Signature

Print Name John H. Jones

9/28/22
Date Reviewed


Chief Financial Officer

9/29/22
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Youth Services

Reason for Request: 1) Unexpected repairs to vans exceeded anticipated costs (alternator, tires, etc)
2) Service contracts is over budget due to the realities of having a Youth Center in a historic building that has not been maintained. Due to the rotting roof and leaking gutters, the building is damp and growing mushrooms inside, so an air quality test, duct cleaning and some repairs needed to be made.

Reason for Available Funds: We were unable to fill all of the Youth Center Supervisor positions due to lack of qualified candidates.

From:	Account Number	Account Name	Amount
	14102-0105	Cont Tem Occ	2,866
	14102-41210	Emp Rel Ins	48
	14102-1230	Fica/med	1,163
To:	14102-44223	Service Contracts	3,790
	14102-46390	Vehicle Maint	287

9/22/22
Date Requested
Valerie Geato
Department Director or Supervisor - Signature

Print Name Valerie Geato

9/22/22
Date Reviewed
[Signature]
Chief Financial Officer

9/29/22
Date Approved
[Signature]
First Selectman

Date Approved
Board of Selectmen Clerk

Date Approved
Board of Finance Clerk

10f3

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Senior Services

Transfer within this department but using payroll/benefit items

Reason for Request: See attached Memo

PAGE 1 OF 3 *EW*

Reason for Available Funds:

From:

Account Number	Account Name	Amount
15401-40101	Regular Payroll	8802.00

To:

15401-42233	Copier	114.00
15401-42301	Office Supplies	23.00
15401-44208	Professional Services	2529.00

9/22/22
Date Requested

Patricia A. Watts
Department Director or Supervisor - Signature

Print Name: PATRICIA A. WATTS

9/22/22
Date Reviewed

[Signature]
Chief Financial Officer

9/29/22
Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Senior Services

Reason for Request: Transfer within this department but using payroll/benefit items.
PAGE 2 OF 3 PW

Reason for Available Funds:

From:	Account Number	Account Name	Amount

To:	Account Number	Account Name	Amount
	15401-45216	Telephone	344.00
	15401-45221	Fuel/Heating	3613.00
	15401-46390	Vehicle Maintenance & Fuel	2179.00

9/22/22
Date Requested Patricia A. Watts
Department Director or Supervisor - Signature

Print Name PATRICIA A. WATTS

9/22/22
Date Reviewed Chief Financial Officer

9/29/22
Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

**YE Budget Transfer FY 2022
Senior Services Department**

15401-40101 Regular Payroll

Excess funds are available because the Program Coordinator line was not expended throughout a portion of a staff member's extended maternity leave this year. After her ultimate resignation, the position was vacant from May 31-July 11, 2022.

15401-45216 Telephone

Senior Services Drivers' (3) cellphones were upgraded to newer models, because 2 of the 3 were not functional, which is unsafe should there be an issue while on the road with elderly passengers aboard. Monthly payments increased \$35/month with this change.

15401-45221 Fuel/Heating

Increased costs of oil last heating season exceeded the budgeted amount. Senior Center building is not terribly energy efficient.

15401-46390 Vehicle Maintenance & Fuel

Increased costs of gasoline and increased volume of rides (more miles on buses/vans) exceeded annual budgeted amount.

15401-42233 Copier

Our per copy charges were higher last fiscal year because of the increased office activities, particularly that we are printing our own newsletters in house for overall cost savings and have needed to increase our run of monthly newsletters.

15401-42301 Office Supplies

The cost of copy paper has increased this past year, and we are going through more of it (see note under Copier).

15401-44208 Professional Services

This line items was underfunded in the last approved budget. The cost of our Site Server alone last year was \$17,349.31 and only \$15,475 was allocated in this line, which also pays for Random Drug Testing, Driver's Licenses and Physicals, etc.

10 of 11

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Grounds Maintenance

Transfer within this department but using payroll/benefit items.

Reason for Request: 40103 over from snow removal and cleaning bathrooms for sports leagues on weekends. Snow Removal is for sidewalks and parking lots.

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	13203-40101	Regular Payroll	90.00
	13203-41230	Fica & medi	2744.00

To:	Account Number	Account Name	Amount
	13203-40103	Overtime	2834.00

9/22/22
Date Requested

John H. Jones
Department Director or Supervisor - Signature
Print Name John H. Jones

9/28/22
Date Reviewed

[Signature]
Chief Financial Officer

9/29/22
Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

20f2

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Grounds Maintenance

Transfer from another department.

Reason for Request: 46390 over from fuel prices paid at \$0.46 per gallon over the budgeted amount

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	13202-40103	Fleet - Overtime	425.00
	13202-42341	Fleet - Repair & Maint supplies	285.00
	13202-43213	Fleet - Mileage, Training & meeting	270.00

To:	Account Number	Account Name	Amount
	13203-46390	Vehicle Maintenance & Fuel	2113.00

9/20/22
Date Requested

[Signature]
Department Director or Supervisor - Signature

Print Name John H. Jones

9/20/22
Date Reviewed

[Signature]
Chief Financial Officer

9/29/22
Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

20f2

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Grounds Maintenance

Reason for Request: Transfer from another department.

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	13202-44238	Fleet - Uniform Rentals	282.00
	13202-45622	Fleet - Electricity	396.00
	13202-46224	Fleet - Equipment Repairs	4.00
<i>From</i>	13202-46226	Fleet - Building Repairs	451.00

9/29/22
Date Requested

[Signature]
Department Director or Supervisor - Signature

Print Name *John H. Jones*

9/29/22
Date Reviewed

[Signature]
Chief Financial Officer

9/29/22
Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

10/3

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Grounds Maintenance

Reason for Request: Transfer within department but the department was over in total for the year.

Reason for Available Funds:

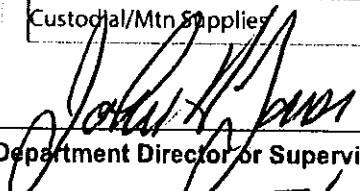
From:

Account Number	Account Name	Amount
13203-42323	Prot Clothing & Safety Equip	1545.00
13203-43213	Mileage, training & Meetings	248.00
13203-44208	Professional Services	5899.00


To:

13203-40103	Overtime	1182.00
13203-41210	Employee Realted Insurance	49.00
13203-42331	Custodial/Mtn Supplies	1174.00

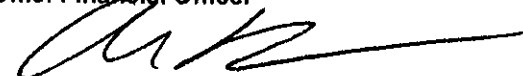
10-11-22
Date Requested


Department Director or Supervisor - Signature
Print Name John H. Jones

10/6/22
Date Reviewed


Chief Financial Officer

10/11/22
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Grounds Maintenance

Reason for Request:

Transfer within department but the department was over in total for the year.

Reason for Available Funds:

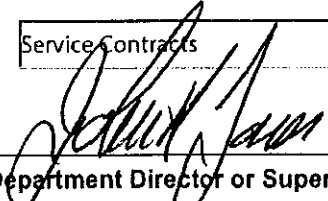
From:

Account Number	Account Name	Amount
13203-44237	Equipment Rental	500.00
13203-44238	Uniform rentals	863.00
13203-45216	Telephone	779.00

To:


13203-42334	Grounds Mtn Supplies	996.00
13203-42340	Operating Suplies	2469.00
13203-44223	Service Contracts	2439.00

18-11-22
Date Requested

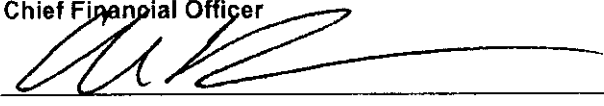

Department Director or Supervisor - Signature

Print Name John A. Jones

10/6/22
Date Reviewed


Chief Financial Officer

10/11/22
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

30f3

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Grounds Maintenance

Reason for Request: Transfer within department but the department was over in total for the year.

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	13203-45221	Fuel/Heating	356.00
	13203-45622	Electricity	15041.00
	13203-46224	Equipment Repairs	1200.00
	13203-46229	Other Repair Services	1998.00
To:	13203-46226	Building Repairs	7676.00
	13203-46390	Vehicle Mntn & Fuel	12,444.00

10-11-22
Date Requested

[Signature]
Department Director or Supervisor - Signature

Print Name John H. Jones

10/10/22
Date Reviewed

[Signature]
Chief Financial Officer

10/11/22
Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: PW - Facilities

Reason for Request: Transfers within this department but using payroll/benefit items.
45216 over from internet for the State Police and Police Department
Installation

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	13205-40101	Regular Payroll	1176.00
	13205-41230	Fica & Medi	408.00

To:	Account Number	Account Name	Amount
	13205-45216	Telephone	1584.00

9/22/22
Date Requested
John H. Jones
Department Director or Supervisor - Signature

Print Name *John H. Jones*

9/22/22
Date Reviewed
[Signature]
Chief Financial Officer

9/29/22
Date Approved
[Signature]
First Selectman

Date Approved
Board of Selectmen Clerk

Date Approved
Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: PW - Facilities

Transfer from another department.

Reason for Request: 44208 over from duct work cleaning after the water leaks
44223 over from Fire Alarm at Police Department
→ installation

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	13200-40101	PW Admin - Regular Payroll	7104.00
	13200-41230	PW Admin - Fica & Medi	2478.00

To:	Account Number	Account Name	Amount
	13205-44208	Professional Services	2222.00
	13205-44223	Service Contracts	7360.00

9/22/22
Date Requested

John H. Jones
Department Director or Supervisor - Signature

Print Name *John H. Jones*

9/28/22
Date Reviewed

[Signature]
Chief Financial Officer

9/29/22
Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

2017

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: PW - Facilities

Transfer within department but the department was over in total for the year.

Reason for Request: 44208 over from duct work cleaning after the water leaks
44223 over from Fire Alarm at Police Department

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	13205-42323	Protective Clothing & Safety Eq	100.00
	13205-42331	Custodial/ Mtn Supplies	1128.00
	13205-42332	Paint & Paint Supplies	1000.00
	13205-46226	Building Repairs	6548.00
To:	13205-44208	Professional Services	1526.00
	13205-45216	Telephone	1343.00
	13205-45221	Fuel/Heating	3630.00
	13205-45622	Electricity	2277.00

10-11-22
Date Requested

[Signature]
Department Director or Supervisor - Signature
Print Name: John A. Jones

10/6/22
Date Reviewed

[Signature]
Chief Financial Officer

10/11/22
Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Parks and Recreation

Reason for Request: Transfer within this department but using payroll/benefit items.

Reason for Available Funds: Salary line over due to Public Works MON (TQ)

From:	Account Number	Account Name	Amount
	15201-40105	Contr Temp Occas	210.00
	15201-41210	Employee related insurnace	127.00
	15201-41230	FICA & Medi	12.00
To:	15201-40101	Regular Payroll	349.00

9/26/22 [Signature] Department Director or Supervisor - Signature

Print Name Tiffany Quinn [Signature]

9/26/22 Date Reviewed Chief Financial Officer

9/29/22 Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

70F1

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation


Department: Parks and Recreation

Reason for Request: Transfer from another department.

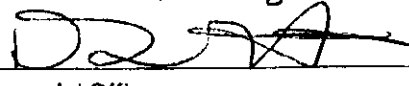
Reason for Available Funds: Salary line over due to Public Works MOW ^(Pw)

From:	Account Number	Account Name	Amount
	15401-40101	Senior Service - Regular Payroll	2578.00
	15401-41230	Senior Service - FICA & MEDI	2435.00

To:	Account Number	Account Name	Amount
	15201-40101	Regular Payroll	5013.00

9/26/22 Date Requested  Department Director or Supervisor - Signature

Print Name Tiffany Quinn

9/26/22 Date Reviewed  Chief Financial Officer

9/29/22 Date Approved  First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

1 of 2

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Parks and Recreation

Reason for Request: Transfer within department but the department was over in total for the year.
Budget over due to Public Works MOU

Reason for Available Funds:

	Account Number	Account Name	Amount
From:	15201-42233	Copier	1927.00
	15201-42301	Office supplies	88.00
	15201-43213	Mileage, Training & Meetings	69.00
To:	15201-40101	Regular Payroll	2805.00
	15201-43258	Professional memberships	202.00
			

10-11-22 *TQ*
Date Requested Department Director or Supervisor - Signature

Print Name Tiffany Quinn

10/6/22 *[Signature]*
Date Reviewed Chief Financial Officer

10/6/22 *[Signature]*
Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

10 2022

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

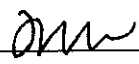
Department: Parks and Recreation

Reason for Request: Transfer within department but the department was over in total for the year.
Budget over due to Public Works Mon

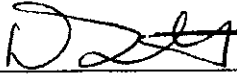
Reason for Available Funds:

From:	Account Number	Account Name	Amount
	15201-44208	Professional Services	340.00
	15201-44217	Postage	572.00
	15201-45216	Telephone	11.00

To:			

10-11-22 Date Requested  Department Director or Supervisor - Signature

Print Name Tiffany Quinn

10/6/22 Date Reviewed  Chief Financial Officer

10/6/22 Date Approved  First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Highway

Reason for Request: Transfer within department but using payroll/benefit items. 44208 over for tree removals and catch basin cleanings done throughout the year

Reason for Available Funds:

From:

Account Number	Account Name	Amount
13201-40105	Contr Temp Occas	462.00
13201-41210	Employee relatd insurance	298.00
13201-41230	Fica & Medi	871.00

To:

13201-44208	Professional Services	1631.00

9/28/22 Date Requested Department Director or Supervisor - Signature

Print Name John A. Jones

9/28/22 Date Reviewed Chief Financial Officer

9/29/22 Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

2014

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Highway

Reason for Request: Transfer from another department
40101 payout of sick and vacation accruals
44208 over for tree removal and catch basin cleanings throughout the year
46390 over for increased fuel prices and a 30% increase in parts

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	13200-41210	PW Admin - Employee Rel Ins	196.00
	13200-41230	PW Admin - FICA & Retirement	2151.00
	13200-42233	PW Admin - Copier	15.00

To:	Account Number	Account Name	Amount
	13201-40101	Regular Payroll	19,336.00
	13201-44208	Professional Services	89,904.00
	13201-46390	Vehicle Maintenance	42,686.00



Date Requested: 9/28/12
 Department Director or Supervisor - Signature: [Signature]
 Print Name: John H. Jones
 Date Reviewed: 9/28/12
 Chief Financial Officer: [Signature]
 Date Approved: 9/29/12
 First Selectman: [Signature]
 Date Approved: _____
 Board of Selectmen Clerk: _____
 Date Approved: _____
 Board of Finance Clerk: _____

20fy

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Highway

Reason for Request: Transfer from another department

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	13200-42323	PW Admin - Prot Clothing	419.00
	13200-43258	PW Admin - Professional membership	425.00
	13200-44217	PW Admin - Postage	77.00
	13200-44231	PW Admin - Advertising	100.00
	13200-45216	PW Admin - Telephone	74.00
	13202-41210	Fleet - Employee Related Ins	45.00

To:
FROM

9/28/22
Date Requested

[Signature]
Department Director or Supervisor - Signature

John H. Jones
Print Name

9/28/22
Date Reviewed

[Signature]
Chief Financial Officer

9/29/22
Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

30.44

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Highway

Reason for Request:

Transfer from another department

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	13202-42301	Fleet - Office Supplies	78.00
	13202-46224	Fleet - Equipment Repairs	161.00
	13301-41210	Engineering - Emp Related Ins	18.00
	13301-41230	Engineering - FICA & Retirement	645.00
	13301-43213	Engineering - Mileage, Training & meet	157.00
	13301-43258	Engineering - Professional Member	90.00

FROM

9/28/22
Date Requested

Department Director or Supervisor - Signature

Print Name John H. Jones

9/28/22
Date Reviewed

Chief Financial Officer

9/29/22
Date Approved

First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

40FY

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Highway

Reason for Request: Transfer from another department

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	13601-40101	Transfer St - Regular Payroll	1571.00
	18501-50474	Transfers To Capital Reserve	145,704.00

To:	Account Number	Account Name	Amount

9/22/22
Date Requested

John H. Jones
Department Director or Supervisor - Signature

Print Name John H. Jones

9/22/22
Date Reviewed

[Signature]
Chief Financial Officer

9/21/22
Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

1 of 2

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Highway

Reason for Request: Transfer within department but the department was over in total for the year.

Reason for Available Funds:

From:

Account Number	Account Name	Amount
13201-42233	Copier	99.00
13201-42323	Prot Clothing & Safety Equip	1134.00
13201-44237	Equipment Rental	10320.00

To:

13201-40103	Overtime	181.00
13201-42340	Other Purchased Supplies	7440.00
13201-43213	Mileage, Training & Meetings	5077.00

10-11-22
Date Requested

John H. Jones
Department Director or Supervisor - Signature

Print Name: JOHN H. JONES

10/6/22
Date Reviewed

[Signature]
Chief Financial Officer

10/11/22
Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

20f2

Department: Highway

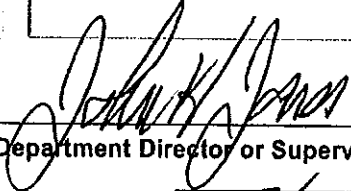
Reason for Request: Transfer within department but the department was over in total for the year.

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	13201-44238	Uniform rentals	955.00
	13201-45389	Traffic Control Lights	945.00
	13201-46224	Equipment Repairs	200.00


To:	Account Number	Account Name	Amount
	13201-44208	Professional Services	955.00

10-11-22
Date Requested

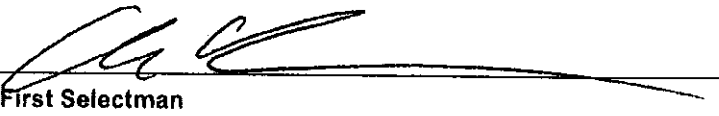

Department Director or Supervisor - Signature

Print Name John H. Jones

10/16/22
Date Reviewed


Chief Financial Officer

10/11/22
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

10F1

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Police

Transfer within department but using payroll/benefit items.

Reason for Request: See email attached

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	12101-40101	Regular Payroll	7581.00
	12101-41210	Employee related insurance	528.00
	12101-41230	Fica & Medi	5355.00
To:	12101-40103	Overtime	6994.00
	12101-44200	Resident Trooper	6470.00

09/27/22
Date Requested

[Signature] #144
Department Director or Supervisor - Signature

Print Name: Darrell Tetreault

9/27/22
Date Reviewed

[Signature]
Chief Financial Officer

9/28/22
Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

205

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Police

Reason for Request: Transfer from another department

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	11304-44217	Assessor - Postage	490.00
	11411-41210	Planning - Employee Related Ins	280.00
	11411-42343	Planning - Tech ref Material	350.00
To:	12101-40103	Overtime	73073.00

09/27/22
Date Requested Dell #144
Department Director or Supervisor - Signature

Print Name Darrell Tetreault
[Signature]
Chief Financial Officer

9/29/22
Date Reviewed [Signature]
Date Approved [Signature]
First Selectman

Date Approved
Board of Selectmen Clerk

Date Approved
Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Police

Reason for Request: Transfer from another department

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	11110-50900	Contingency	33,500.00
	11303-41230	Tax - Fica & Retirement	609.00
	11303-42301	Tax - Office Supplies	912.00
	11303-43213	Tax - Mileage, Training & meetings	52.00
	11303-43258	Tax - Professional Membership	95.00
	11303-44217	Tax - Postage	1101.00

To:
From

09/27/22
Date Requested

DJL #144
Department Director or Supervisor - Signature

Print Name Darrell Tetreault
DJL
Chief Financial Officer

9/27/22
Date Reviewed

9/29/22
Date Approved

First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

3 of 5

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Police

Reason for Request: Transfer from another department

Reason for Available Funds:

From:

Account Number	Account Name	Amount
11303-44223	Tax - Service Contracts	418.00
11303-44230	Tax - Legal Notices	500.00
11303-41210	Tax - Employee Related Ins	22.00
11304-40103	Assessor - Overtime	104.00
11304-41210	Assessor - Employee related ins	51.00
11304-41230	Assessor - FICA & Retirement	1468.00

To:
From

09/27/22
Date Requested

[Signature] #144

Department Director or Supervisor - Signature

Print Name Darrell Tetreault

9/27/22
Date Reviewed

[Signature]

Chief Financial Officer

9/29/22
Date Approved

[Signature]

First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

40 of 5

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Police

Reason for Request: Transfer from another department

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	11304-42233	Assessor - Copier	267.00
	11304-42301	Assessor - Office Supplies	166.00
	11304-42340	Assessor - Other Purch Supplies	50.00
	11304-43213	Assessor - Mileage, Training & Meetings	836.00
	11304-43258	Assessor - Professional membership	90.00
	11304-44208	Assessor - Professional Services	2000.00

from

09/27/22
Date Requested

[Signature] #144
Department Director or Supervisor - Signature

Print Name: Darrell Tetreault

9/29/22
Date Reviewed

[Signature]
Chief Financial Officer

9/29/22
Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

5 of 5

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Police

Reason for Request: Transfer from another department

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	11411-43213	Planning - Mileage, Training & meeting	354.00
	11411-43258	Planning - Professional Membership	872.00
	11411-44232	Planning - Printing & Publications	954.00
<i>From</i>	11411-42233	Planning - Copier	105.00
	11601-43258	Elections - Professional membership	15.00
	18501-50474	Transfers to Capital Reserve	27,412.00

09/27/22
Date Requested *dll th #144*
Department Director or Supervisor - Signature

Print Name *Darrell Tetreault*

9/27/22
Date Reviewed *[Signature]*
Chief Financial Officer

9/29/22
Date Approved *[Signature]*
First Selectman

Date Approved
Board of Selectmen Clerk

Date Approved
Board of Finance Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

- 1 of 3

Department: Police

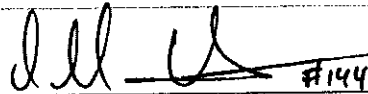
Reason for Request:

Transfer within department but hte department was over in total for the year

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	12101-42233	Copoier	333.00
	12101-42301	Office Supplies	923.00
	12101-42324	Uniform Purchases	3608.00
To:	12101-43213	Mileage, Training & Meetings	1818.00
	12101-43258	professional Memberships	113.00
	12101-44200	Residnet Trooper	2597.00

10/11/22
Date Requested

 #144

Department Director or Supervisor - Signature

Print Name

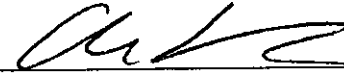
Darrell Tetreault

10/6/22
Date Reviewed



Chief Financial Officer

10/11/22
Date Approved



First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

20f3

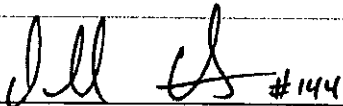
Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

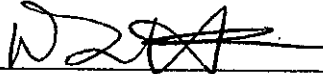
Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="12101-42338"/>	<input type="text" value="Police Equipment & Supplies"/>	<input type="text" value="3352.00"/>
	<input type="text" value="12101-44204"/>	<input type="text" value="Resident Trooper OT"/>	<input type="text" value="3429.00"/>
	<input type="text" value="12101-44208"/>	<input type="text" value="Professional Services"/>	<input type="text" value="1065.00"/>
To:	<input type="text" value="12101-35216"/>	<input type="text" value="Telephone"/>	<input type="text" value="103.00"/>
	<input type="text" value="12101-46390"/>	<input type="text" value="Vehicle Maintenance & Fuel"/>	<input type="text" value="9253.00"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested  #144
Department Director or Supervisor - Signature

Print Name

Date Reviewed 
Chief Financial Officer

Date Approved
First Selectman

Date Approved
Board of Selectmen Clerk

Date Approved
Board of Finance Clerk

30f3

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Police

Reason for Request:

Transfer within department but hte department was over in total for the year

Reason for Available Funds:

From:

Account Number	Account Name	Amount
12101-44217	Postage	200.00
12101-44232	Printing & Publications	205.00
12101-46224	Equipment Repairs	769.00

To:

10/11/22
Date Requested

Darrell Tetreault #144
Department Director or Supervisor - Signature

Print Name Darrell Tetreault

10/6/22
Date Reviewed

[Signature]
Chief Financial Officer

10/11/22
Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Police /

Debbie Kratochvil

From: First Selectman
Sent: Thursday, September 22, 2022 9:17 AM
To: Debbie Kratochvil
Subject: Fwd: Current Police Budget

Get Outlook for Android

From: Resident Trooper Sergeant <SGT@colchesterct.gov>
Sent: Thursday, July 28, 2022 3:53:39 PM
To: First Selectman <selectman@colchesterct.gov>
Subject: Current Police Budget

First Selectmen Andreas,

Per our numerous conversations, citizen safety within the town is paramount. I can't thank you enough for supporting the Colchester Police Department and Resident State Trooper program.

Upon coming to town in Oct. of 2021, Colchester Police Department was already short staffed by two officers. In addition, Sgt. Tim Edwards retired at the end of June, and Officer Mike Brown also moved on to a different job at the end of May. This left us another two officers short. As you can imagine over-time costs were incurred to keep the town safe and abide by the contract signed between the Police Union and town of Colchester.

Fortunately, since that time we have hired two additional officers and have been creative with the schedule to ensure that the town is covered.

It should be noted however, that the Colchester Police Officers have generated approximately \$112,050 between 04/20/22 and 07/20/22 in profit for the town due to working road jobs with the contractors.

The officers have been notified that effective immediately only emergency patrol overtime will be granted. If you require any further assistance please let me know. Thank you again for your support.

Respectfully,

*Sgt. Darrell Tetreault #144
Colchester Resident Trooper Sergeant
Connecticut State Police- Troop K
Darrell.Tetreault@ct.gov
Office Phone: 860-537-7272
Office Fax: 860-537-7252*

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Fire

Transfer within department but using payroll/benefit items.

Reason for Request: See attached Memo

Reason for Available Funds:

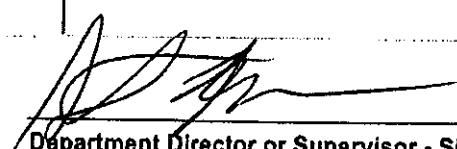
From:

Account Number	Account Name	Amount
12202-40105	Contr Temp Occas	57,288.00
12202-41210	EMployee Related Insurance	683.00

To:

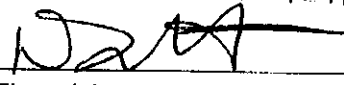
12202-40103	Overtime	57,971.00

9/28/22
Date Requested

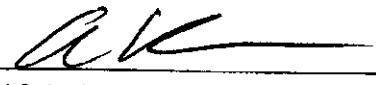

Department Director or Supervisor - Signature

Print Name Steven Hoffmann

4/23/22
Date Reviewed


Chief Financial Officer

9/29/22
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

7 of 8

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

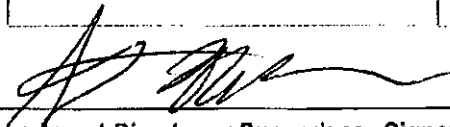
Department: Fire

Reason for Request: Transfer from another department

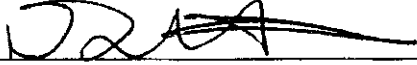
Reason for Available Funds:

From:	Account Number	Account Name	Amount
	12301-40101	EMS - Regular Payroll	60.00
	12301-42345	EMS - Emergency medical supplies	74.00
	12301-43213	EMS - mileage, training & meetings	50.00

To:	Account Number	Account Name	Amount
	12202-40103	Overtime	78,157.00

9/22/22
Date Requested 
Department Director or Supervisor - Signature

Print Name Steven Hoffmann

9/23/22
Date Reviewed 
Chief Financial Officer

9/29/22
Date Approved 
First Selectman

Date Approved
Board of Selectmen Clerk

Date Approved
Board of Finance Clerk

20FB

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Fire

Reason for Request: Transfer from another department

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	12301-44217	EMS - Postage	25.00
	12301-44223	EMS - Service contracts	165.00
	12301-44232	EMS - printing & postage	250.00
From	11701-41260	Legal & Insurance - Workers Comp	18,252.00
	11801-42315	IT - Other supplies	2614.00
	11801-44208	IT - Professional Services	9238.00

9/22/22
Date Requested
Department Director or Supervisor - Signature

Print Name Steven Hoffman

9/23/22
Date Reviewed
Chief Financial Officer

9/29/22
Date Approved
First Selectman

Date Approved
Board of Selectmen Clerk

Date Approved
Board of Finance Clerk

130f8

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Fire

Reason for Request: Transfer from another department

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	14102-47282	YS - Programs	2167.00
	15101-40101	Library - Regular Payroll	1005.00
	15101-41210	Library - Employee related insurance	189.00
	15101-41230	Library - FICA & MEDI	781.00
	15101-42301	Library - Office supplies	304.00
	15101-42331	Library - custodial maint supplies	175.00

20% from

9/22/22
Date Requested Department Director or Supervisor - Signature

Print Name Steven Hoffmann

9/23/22
Date Reviewed Chief Financial Officer

9/29/22
Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

4 of 8

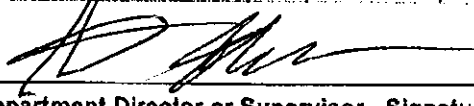
Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Fire

Reason for Request: Transfer from another department

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	15101-42344	Library - media supplies	281.00
	15101-43213	Library - Mileage, Training & meetings	257.00
	15101-43258	Library - Professional Memebership	252.00
From	15101-44223	Library - Service contracts	460.00
	15101-45216	Library - Telephone	128.00
	15101-45622	Library - Electricity	354.00

9/20/22
Date Requested 
Department Director or Supervisor - Signature

Print Name Steven Hoffmann

9/23/22
Date Reviewed 
Chief Financial Officer

9/29/22
Date Approved 
First Selectman

Date Approved
Board of Selectmen Clerk

Date Approved
Board of Finance Clerk

50f8

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Fire

Reason for Request: Transfer from another department

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	15101-46226	Library - Building repairs	536.00
	15101-47282	Library - Programs	579.00
	15401-40105	Senior Services - Contr Temp Occas	134.00
	15401-41210	Senior Services - Employee related ins	51.00
	15401-42331	Senior Services - Custodial supplies	1181.00
	15401-43213	Senior Services - Mileage, Trailing & meet	197.00

From

9/22/22
Date Requested Department Director or Supervisor - Signature

Print Name Steven Hoffmann

9/23/22
Date Reviewed Chief Financial Officer

9/29/22
Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

6008

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

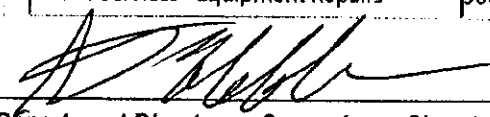
Department: Fire

Reason for Request: transfer from another department

Reason for Available Funds:

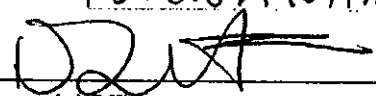
From:	Account Number	Account Name	Amount
	15401-43258	Senior Services - Professional Memb	295.00
	15401-44217	Senior Services - Postage	548.00
	15401-44223	Senior Services - Service Contracts	1117.00
From	15401-44232	Senior Services - Printing & Publications	800.00
	15401-45622	Senior Services - Electricity	130.00
	15401-46224	Senior Services - Equipment Repairs	500.00

9/02/22
Date Requested

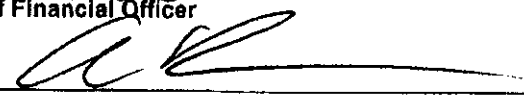

Department Director or Supervisor - Signature

Print Name: Steven Hoffmann

9/23/22
Date Reviewed


Chief Financial Officer

9/29/22
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

- 70f8

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Fire

Reason for Request: Transfer from another department

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	15401-46226	Senior Services - Building repairs	39.00
	15401-41230	Senior Services - FICA & Retirement	153.00
	11105-40105	B&C - Contr Temp Occas	1340.00
<i>From</i>	11105-41230	B&C - FICA & MEDI	177.00
	11105-42301	B&C - Office Supplies	50.00
	11105-43213	B&C - Mileage, Training & Meeting	154.00

9/22/22
Date Requested Department Director or Supervisor - Signature

Print Name Steven Stoffmann

9/23/22
Date Reviewed Chief Financial Officer

9/29/22
Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

80F8

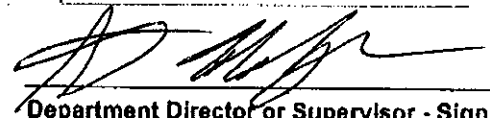
Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Fire

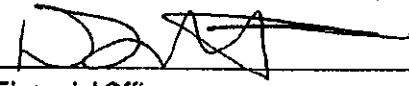
Reason for Request: Transfer from another department

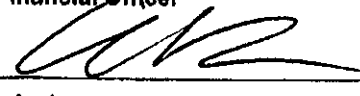
Reason for Available Funds:

From:	Account Number	Account Name	Amount
	11105-44208	B&C - Professional Services	5.00
	11105-44230	B&C - Legal	30.00
	11105-44232	B&C - Printing & Publications	1000.00
<i>From</i>	11303-44217	Tax - Postage	1101.00
	11303-44205	Tax - Data Processing	108.00
	11110-50900	Contingency	30,251.00

9/22/22
Date Requested 
Department Director or Supervisor - Signature

Print Name Steven Hoffmann

9/23/22
Date Reviewed 
Chief Financial Officer

9/29/22
Date Approved 
First Selectman

Date Approved
Board of Selectmen Clerk

Date Approved
Board of Finance Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

20FY

Department: Fire

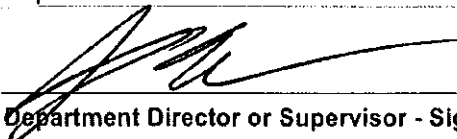
Reason for Request: Transfer fwithin department but the department was over in total for the year.

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	12202-42301	Office Supplies	50.00
	12202-42331	Custodial/ Mtn Supplies	836.00
	12202-42343	Technical Ref Materials	185.00

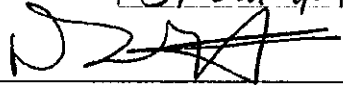
To:	Account Number	Account Name	Amount
	12202-40101	Regular Payroll	10,751.00
	12202-40103	Overtime	34,668.00
	12202-41230	Fica & Retirement	4,575.00

10/11/22
Date Requested



Department Director or Supervisor - Signature

Print Name Steven Hoffmann

10/10/22
Date Reviewed


Chief Financial Officer

10/11/22
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

- 20f4

Department:

Reason for Request:

Transfer fwithin department but the department was over in total for the year.

Reason for Available Funds:

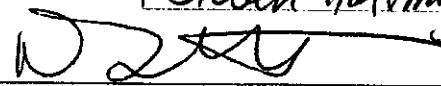
From:	Account Number	Account Name	Amount
	12202-42346	Fire Equipment Supplies	8515.00
	12202-42347	Fire Fighting Foam	82.00
	12202-43213	Mileage, Training & Meetings	5653.00
To:	12202-42233	Copier	261.00
	12202-42323	OvertimeProt Clothing & Safety Eqp	4125.00
	12202-42340	Other Purchased Supplies	198.00

Date Requested



Department Director or Supervisor - Signature

Print Name

Date Reviewed


Chief Financial Officer

Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

- 304

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Fire

Reason for Request: Transfer fwithin department but the department was over in total for the year.

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	12202-44208	Professional Services	1968.00
	12202-44217	Postage	262.00
	12202-44223	Service Contracts	9456.00
To:	12202-44243	Compensation	1164.00
	12202-46226	Building Repairs	14234.00
	12202-42345	Emergency Medical Supplies	6857.00
	12202-43258	Professional Memberships	15.00

10/11/22 [Signature]
Date Requested Department Director or Supervisor - Signature

Print Name Steven Holpmann

10/10/22 [Signature]
Date Reviewed Chief Financial Officer

10/11/22 [Signature]
Date Approved First Selectman

 Board of Selectmen Clerk

 Board of Finance Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

. 40f4

Department: Fire

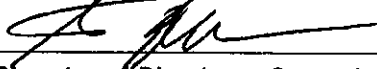
Reason for Request: Transfer fwithin department but the department was over in total for the year.

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	12202-44286	Physicals & Testing	6325.00
	12202-45216	Telephone	961.00
	12202-45221	Fuel/Heating	226.00
	12202-45350	Water	1000.00
	12202-45622	Electricity	5284.00
	12202-46224	Equipment Repairs	3515.00
	12202-46390	Vehicle Mnt & Fuel	32,530.00


FROM:

10/14/22
 Date Requested

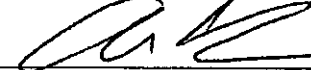

 Department Director or Supervisor - Signature

Print Name Steven Halbrunn

10/16/22
 Date Reviewed


 Chief Financial Officer

10/11/22
 Date Approved


 First Selectman

 Date Approved

Board of Selectmen Clerk


 Date Approved

Board of Finance Clerk

File

**Colchester-Hayward Fire
Department**

Memo

To: Board of Finance
From: Chief Steven Hoffmann 
cc: First Selectman
Date: 09-07-22 / 9/22/22
Re: Budget Transfers

Attached you will find the requested budget transfer and additional appropriations form that was issued to me. It was certainly a challenge coming into the Chief's position during a budget that was prepared by previous administration as well as an economy recovering from COVID-19. I have made it a priority to make sure the Department is being financially responsible and to limit costs in some areas to sometimes below minimum to make up for other areas that we knew would prove to be a financial burden on our budget. The one area that we knew would create a financial hardship was overtime. The overtime is necessary to assure that the calls are being met and to attempt to provide around the clock coverage seven (7) days a week for the safety to the town residents; as well it assures maximum revenue for the ambulance billing service. I have done my best to provide explanation for each line item in the area provided. Please feel free to reach out to me should you have any further questions.