

FY 16/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: First Selectman/Human Resources/Planning

Reason for Request:

Legal costs associated with Charter Revision, assessment appeals, BOF vacancy, Norton Mill project, and other general legal matters.
Legal costs associated with union contract negotiations (Public Works, Police & Library) and other personnel related matters.
Legal expenses for continuing defense of appeals related to land use and enforcement of regulations.

Reason for Available Funds:

Contingency funds included in adopted budget.
Funds budgeted for contract settlements for Public Works and Library unions not needed for transfer to Regular Payroll in applicable departments (vacant positions in Public Works, and less hours for part-time positions at Library)

From:

Account Number	Account Name	Amount
11110-50900	Contingency	45,853
11205-50950	Human Resources-Contract Settlements	18,375

To:

11201-44203	First Selectman - Legal	13,517
11205-44203	Human Resources - Legal	16,169
11411-44203	Planning & Code Admin - Legal	34,542

11-30-17
Date Requested


Department Director or Supervisor - Signature

Print Name Arthur Shilosky, First Selectman

11/30/17
Date Reviewed


Chief Financial Officer

11-30-17
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 12/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: First Selectman

Reason for Request: Survey Monkey subscription (used for budget surveys, etc)

Reason for Available Funds: Mileage reimbursement for use of personal vehicle to attend conferences/seminars less than anticipated

From:	Account Number	Account Name	Amount
	11201-43213	Mileage, Training & Meetings	84

To:	Account Number	Account Name	Amount
	11201-44208	Professional Services	84

Nov 6, 2017
Date Requested


Department Director or Supervisor - Signature

Print Name Arthur Shilosky, First Selectman

11/22/17
Date Reviewed


Chief Financial Officer

11/28/17
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 12/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Human Resources

Reason for Request: Fees for Third party administrator - Section 125 plan

Reason for Available Funds: Costs for position advertising reduced due to change in how and where jobs are posted

From:	Account Number	Account Name	Amount
	11205-44231	Advertising	652

To:	Account Number	Account Name	Amount
	11205-44208	Professional Services	652

Nov 6, 2017
Date Requested



Department Director or Supervisor - Signature

Print Name Arthur Shilosky, First Selectman

11/21/17
Date Reviewed



Chief Financial Officer

11/28/17
Date Approved



First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 12/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Finance

Reason for Request: Professional membership dues increase greater than anticipated

Reason for Available Funds: Continued participation in on-line seminars and/or seminars provided by Town/BOE insurance consultants, CCM and CIRMA at no cost or reduced costs to members

From:	Account Number	Account Name	Amount
	11301-43213	Mileage, Training & Meetings	3

To:	Account Number	Account Name	Amount
	11301-43258	Professional Memberships	3

Nov 6, 2017
Date Requested Department Director or Supervisor Signature

Print Name N. Maggie Cosgrove, CFO

11/2/17
Date Reviewed Chief Financial Officer

11/28/17
Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

FY 12/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Finance


Reason for Request: Necessary repairs to Print to Mail equipment

Reason for Available Funds: Reduction in banking service fees not covered by interest earnings credit (increase in interest earnings, increased use of electronic funds payments to vendors and associated decrease in vendor checks)

From:	Account Number	Account Name	Amount
	11301-44208	Professional Services	349


To:	11301-46224	Equipment Repairs	349

Nov 6, 2017
Date Requested



Department Director or Supervisor - Signature

Print Name N. Maggie Cosgrove, CFO

11/2/17
Date Reviewed


Chief Financial Officer

11/28/17
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 14/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Assessor

Reason for Request: REVAL YEAR REQUIRED MORE MILEAGE AND WE NEVER UPDATED BUDGET.

Reason for Available Funds: INUNDATED WITH REVALUATION AND WERE UNABLE TO COMPLETE AUDITS.

From:	Account Number	Account Name	Amount
	44208	PROFESSIONAL SERVICES	814

To:	Account Number	Account Name	Amount
	43213	MILEAGE, TRAINING & MEETINGS	814

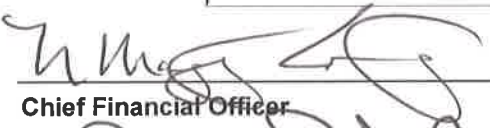
Nov 13, 2017
Date Requested



Department Director or Supervisor - Signature

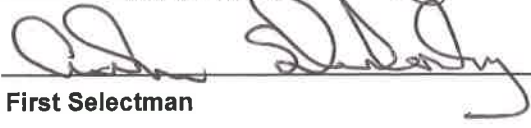
Print Name JOHN CHAPONIS

4/21/17
Date Reviewed



Chief Financial Officer

11/28/17
Date Approved



First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 12/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Assessor

Reason for Request: MUNICIPAL TAX REIMBURSEMENT AND ADDITIONAL IMAGES HIGHER THAN ANTICIPATED.

Reason for Available Funds: INUNDATED WITH REVALUATION AND WERE UNABLE TO COMPLETE AUDITS.

From:	Account Number	Account Name	Amount
	44208	PROFESSIONAL SERVICES	260

To:	Account Number	Account Name	Amount
	42233	COPIER	260

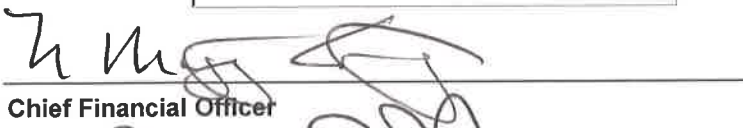
Nov 13, 2017
Date Requested



Department Director or Supervisor - Signature

Print Name JOHN CHAPONIS

11/27/17
Date Reviewed


Chief Financial Officer

11/28/17
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 14/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Planning & Code Administration

Reason for Request: Additional office coverage in June 2017 (16 hours) - previous transfer approved by BOS and BOF in September 2016 to provide for a temporary employee on an as needed basis as determined by the Town Planner for approximately 50 hours.

Reason for Available Funds: Start date for new hire to position of Assistant Town Planner was July 5, 2016.

From:	Account Number	Account Name	Amount
	11411-40101	Regular Payroll	161
To:	11411-40105	Contractual, Temp, Occasional Payroll	161

Nov 6, 2017

Date Requested


Department Director or Supervisor - Signature

Print Name

Randall Benson, Town Planner

11/27/17
Date Reviewed


Chief Financial Officer

11/28/17
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

FY 14/17

Department: Planning & Code Administration

Reason for Request:

The large plotter that is used to print out full size maps required extensive unanticipated repairs. The plotter is a vital tool in our day to day operations with making maps and other large scale plans.

Reason for Available Funds:

The department was able to reduce some of the paperwork and materials with applications by trying to do more work in an electronic format.

From:	Account Number	Account Name	Amount
	11411-42301	Office Supplies	\$272.00
To:			
	11411-46224	Equipment Repairs	\$272.00

11/20/2017
 Date Requested

Randall Benson
 Department Director or Supervisor - Signature

Print Name Randall Benson

11/28/17
 Date Reviewed

[Signature]
 Chief Financial Officer

11-28-17
 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

FY 14/17

Department: Planning & Code Administration

Reason for Request: The department had to purchase new updated Building Code manuals for the changes in the Building Code.

Reason for Available Funds: The department was able to reduce some of the paperwork and materials with applications by trying to do more work in an electronic format.

From:	Account Number	Account Name	Amount
	11411-42301	Office Supplies	\$19.00

To:	11411-43232	Printing and Publications	\$19.00

11/20/2017
 Date Requested *Randall Benson*
 Department Director or Supervisor - Signature

Print Name Randall Benson

11/28/17
 Date Reviewed *[Signature]*
 Chief Financial Officer

11-28-17
 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

FY 14/17

Department: Planning & Code Administration

Reason for Request: Department had one time fees for new memberships.

Reason for Available Funds: The department was able to reduce some of the paperwork and materials with applications by trying to do more work in an electronic format.

From:	Account Number	Account Name	Amount
	11411-42301	Office Supplies	\$14.00
To:			
	11411-43258	Professional Memberships	\$14.00

11/20/2017
Date Requested *Randall Benson*
Department Director or Supervisor - Signature

Print Name Randall Benson

11/28/17
Date Reviewed *[Signature]*
Chief Financial Officer

11-28-17
Date Approved *[Signature]*
First Selectman

Date Approved _____
Board of Selectmen Clerk

Date Approved _____
Board of Finance Clerk

FY 14/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Elections

Reason for Request: Annual software licensing & maintenance fees for Voter checklist software greater than anticipated

Reason for Available Funds: Actual costs for programming and coding of tabulators less than anticipated

From:	Account Number	Account Name	Amount
	11601-44208	Professional Services	70

To:	Account Number	Account Name	Amount
	11601-44223	Service Contracts	70

11/27/17 *Linda M. Grzeika* *Dorothy A. Mrowka*
 Date Requested Department Director or Supervisor - Signature

Print Name Dorothy A. Mrowka/Linda Grzeika

11/27/17 *[Signature]*
 Date Reviewed Chief Financial Officer

11/28/17 *[Signature]* *[Signature]*
 Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

FY 12/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Elections

Reason for Request: Meet requirements for training/certification for new Republican Registrar (unanticipated appointment to replace elected official)

Reason for Available Funds: Actual costs for programming and coding of tabulators less than anticipated

From:	Account Number	Account Name	Amount
	11601-44208	Professional Services	820

To:	Account Number	Account Name	Amount
	11601-43213	Mileage, Training & Meetings	820

11/27/17 *Linda M. Grzeika* *Dorothy A. Mrowka*
Date Requested Department Director or Supervisor - Signature

Print Name Dorothy A. Mrowka/Linda Grzeika

11/27/17 *[Signature]*
Date Reviewed Chief Financial Officer

11/28/17 *[Signature]*
Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

FY 16/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Insurance

Reason for Request: Payroll increase exposure for Workers Compensation insurance greater than anticipated

Reason for Available Funds: Reduction in tax collector bond costs due to staff turnover/position vacancy (position of Assistant Tax Collector)

From:	Account Number	Account Name	Amount
	11701-44206	Municipal Insurance	308

To:	Account Number	Account Name	Amount
	11701-41260	Workers Compensation	308

Nov 25, 2017
Date Requested


Department Director or Supervisor - Signature

Print Name N. Maggie Cosgrove, CFO

Nov 25, 2017
Date Reviewed


Chief Financial Officer

11/28/17
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 10/17

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="11801-44208"/>	<input type="text" value="Professional Services"/>	<input type="text" value="579"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="11801-42315"/>	<input type="text" value="Other Supplies"/>	<input type="text" value="579"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>


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

FY 14/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Overtime assignments needed for shift coverage for paid time off leaves, and for required training for officers in order to meet minimum staffing requirements on each shift.
Midnight shift - July-September, Officer on FMLA leave, and Canine officer compensation per union contract

Reason for Available Funds:

Various - See detail listing

From:

Account Number	Account Name	Amount
Various - see detail	Various - see detail listing	42,790

To:

12101-40103	Police - Overtime	42,790

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				
Budget Transfer - Police Overtime				
Account #	Department & Account Name	From	To	Explanation
12101-42233	Police - Copier	491		Budget freeze imposed by First Selectman due to provide funding for overtime costs
12101-42301	Police - Office Supplies	1,214		Budget freeze imposed by First Selectman due to provide funding for overtime costs
12101-42324	Police - Uniforms	2,993		Budget freeze imposed by First Selectman due to provide funding for overtime costs
12101-42338	Police - Police Equipment & Supplies	4,023		Budget freeze imposed by First Selectman due to provide funding for overtime costs
12101-43213	Police - Mileage, Training & Meetings	898		Budget freeze imposed by First Selectman due to provide funding for overtime costs
12101-44200	Police - Resident Trooper	969		Difference in actual billed costs and estimated billing provided by State of CT
12101-46224	Police - Equipment Repairs	2,680		Required repairs/maintenance less than anticipated
11205-50950	Human Resources - Contract Settlements	7,131		Funds budgeted for union contract settlements in Human Resources budget
11301-40101	Finance - Regular Payroll	5,284		Vacant position - unanticipated retirement
11301-41230	Finance - FICA/Retirement	3,818		Vacant position - unanticipated retirement
11303-40101	Tax Collector - Regular Payroll	6,482		Vacant position - unanticipated resignation
11303-41230	Tax Collector - FICA/Retirement	3,351		Vacant position - unanticipated resignation
11304-40101	Assessor - Regular Payroll	2,400		Workers compensation leave
11304-41230	Assessor - FICA/Retirement	1,056		Workers compensation leave
12101-40103	Police - Overtime		42,790	See budget form
	Totals	42,790	42,790	

FY 12/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

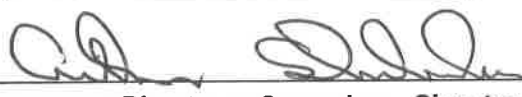
Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="11205-50950"/>	<input type="text" value="Human Resources Contract Settlements"/>	<input type="text" value="23,370"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="12101-40101"/>	<input type="text" value="Police - Regular Payroll"/>	<input type="text" value="18,966"/>
	<input type="text" value="12101-41210"/>	<input type="text" value="Police - Employee Related Insurance"/>	<input type="text" value="465"/>
	<input type="text" value="12101-41230"/>	<input type="text" value="Police - FICA/Retirement"/>	<input type="text" value="3,939"/>


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

FY 14/17

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="42338"/>	<input type="text" value="Police Equipment and Supplies"/>	<input type="text" value="1,185"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="46390"/>	<input type="text" value="Vehicle Maintenance & Fuel"/>	<input type="text" value="1,185"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

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

FR 11/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request: Resident Trooper Supervisor required to attend various meetings after hours and on scheduled days off. Resident Trooper Supervisor required to respond to all fatal accidents involving Town of Colchester and ongoing investigations.

Reason for Available Funds: Police Equipment not ordered due to budget freeze per First Selectman.

From:	Account Number	Account Name	Amount
	<input type="text" value="42338"/>	<input type="text" value="Police Equipment and Supplies"/>	<input type="text" value="4,704"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="44204"/>	<input type="text" value="Resident Trooper Overtime"/>	<input type="text" value="4,704"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested Sgt. Mta Martinez Department Director or Supervisor - Signature

Print Name

Date Reviewed [Signature] Chief Financial Officer

Date Approved [Signature] First Selectman

Date Approved _____ Board of Selectmen Clerk

Date Approved _____ Board of Finance Clerk

FY 12/17

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="42301"/>	<input type="text" value="Office Supplies"/>	<input type="text" value="870"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

To:

<input type="text" value="44208"/>	<input type="text" value="Professional Services"/>	<input type="text" value="870"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

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**

FY 12/17

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="12101-42301"/>	<input type="text" value="Office Supplies"/>	<input type="text" value="221"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>


To:	Account Number	Account Name	Amount
	<input type="text" value="12101-45216"/>	<input type="text" value="Telephone"/>	<input type="text" value="221"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

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

FY 16/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Fire

Reason for Request: Due to : cover costs of overtime due to vacation coverage, sick time coverage, and contractual personal days, per union contract.

Reason for Available Funds: Due to : per diem shifts not filled during the course of the year, to cover staff vacations, sick days, etc, as mentioned above.

From:	Account Number	Account Name	Amount
	12202- 40105	Cont Temp Occas	2,787

To:	Account Number	Account Name	Amount
	12202-40103	Overtime	2,787

Nov 21, 2017
Date Requested

Walter Cox

Department Director or Supervisor - Signature

Print Name Walter Cox

11/21/17
Date Reviewed

[Signature]
Chief Financial Officer

11/28/17
Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 16/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Fire

Reason for Request: Due to : an increase in costs of EMS / Cadet uniform components

Reason for Available Funds: Due to : need additional emergency medical supplies was less than anticipated

From:	Account Number	Account Name	Amount
	12202- 42345	Emergency Medical Supplies	565

To:	Account Number	Account Name	Amount
	12202-42323	Prot Clothing & Safety	565

Nov 27, 2017
Date Requested

Walter Cox

Department Director or Supervisor - Signature

Print Name Walter Cox

11/27/17
Date Reviewed

[Signature]
Chief Financial Officer

11/28/17
Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 14/17

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="13200 - 41230"/>	<input type="text" value="FICA & Retirement"/>	<input type="text" value="48"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

To:

<input type="text" value="13200 - 40101"/>	<input type="text" value="Regular Payroll"/>	<input type="text" value="48"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

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

FY 16/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

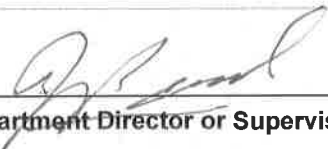
Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="13200 - 42323"/>	<input type="text" value="Protective Clothing & Safety Equipment"/>	<input type="text" value="74"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="13200 - 43258"/>	<input type="text" value="Professional Membership"/>	<input type="text" value="74"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

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

FY 14/17

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="13201 - 43213"/>	<input type="text" value="Mileage, Training & Meetings"/>	<input type="text" value="1,789"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="13201-42323"/>	<input type="text" value="Protective Clothing and Safety Equip."/>	<input type="text" value="1,789"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

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

FY 16/17

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="13201 - 44238"/>	<input type="text" value="Uniform Rental"/>	<input type="text" value="205"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="13201-44208"/>	<input type="text" value="Professional Services"/>	<input type="text" value="205"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested

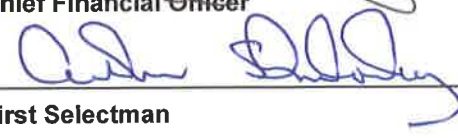

Department Director or Supervisor - Signature

Print Name

Date Reviewed


Chief Financial Officer

Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 16/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Public Works-Highway

Reason for Request: Roadway Drainage Pipe utilized for Road Improvement work. (i.e. culverts and storm drainage pipes that needed to be replace prior to resurfacing the roadway)

Reason for Available Funds: Residual Savings in pavement for anticipated work.

From:	Account Number	Account Name	Amount
	13201 - 48439	Road Improvement	2,390

To:	Account Number	Account Name	Amount
	13201-42340	Other Purchased Supplies	2,390

Nov 28, 2017
Date Requested


Department Director or Supervisor - Signature

Print Name James Paggioli

11/30/17
Date Reviewed


Chief Financial Officer

12-1-17
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 14/17
p 132

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="13203 - 42334"/>	<input type="text" value="Grounds Maintenance Supplies"/>	<input type="text" value="4,300"/>
	<input type="text" value="13203-42323"/>	<input type="text" value="Protective Clothing and Safety Equip."/>	<input type="text" value="1,300"/>
	<input type="text" value="13203-44238"/>	<input type="text" value="Uniform Rental"/>	<input type="text" value="400"/>
	<input type="text" value="13203-45221"/>	<input type="text" value="Fuel/Heating"/>	<input type="text" value="580"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
To:	<input type="text" value="13203-46390"/>	<input type="text" value="Vehicle Maintenance/ Fuel"/>	<input type="text" value="6,580"/>

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

FY 14/17
p 2 of 2

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Public Works - Building & Grounds/ Transfer :

Reason for Request:

Unanticipated Repair for John Deere Tractor Mower and Skag Mower Deck

Reason for Available Funds:

Savings due to improved site circulation pattern then decreases fence/ guard rail subcontracted repair services.

From:

Account Number	Account Name	Amount
13601-44208	Professional Services	4,310

To:

13203-46390	Vehicle Maintenance / Fuel	4,310

Nov 28, 2017
Date Requested


Department Director or Supervisor - Signature

Print Name James Paggioli

11/30/17
Date Reviewed


Chief Financial Officer

12-1-17
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

F-112/17

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="13201-44237"/>	<input type="text" value="Equipment Rental"/>	<input type="text" value="1,039"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="13201-46390"/>	<input type="text" value="Vehicle Maintenance & Fuel"/>	<input type="text" value="1,039"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

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

FY 14/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Public Works-Grounds Maintenance/Fleet

Reason for Request: Retiring Employee Payout of unused Sick and Vacation Time

Reason for Available Funds: Unfilled Maintainer I position resulted in un-expended funds.

From:	Account Number	Account Name	Amount
	13203-40101	Regular Payroll	8,337

To:	Account Number	Account Name	Amount
	13202-40101	Regular Payroll	8,337

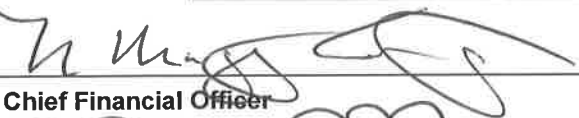
Nov 28, 2017
Date Requested



Department Director or Supervisor - Signature

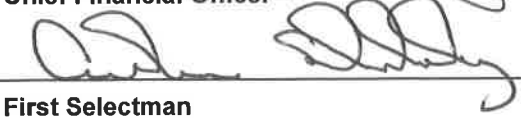
Print Name James Paggioli

11/28/17
Date Reviewed



Chief Financial Officer

11-30-17
Date Approved



First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 14/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Public Works-Fleet

Reason for Request: Repairs to salt barn due to age of structure conducted in order to maintain use of existing structure.

Reason for Available Funds: Savings due decreased heating cost for propane unit cost and waste oil furnace efficiency and uniform rental cost lower due to unfilled vacancy. Residual Vehicle /Fuel Savings.

From:	Account Number	Account Name	Amount
	13202 - 45221	Fuel/Heating	1,094
	13202-44238	Uniform Rentals	355
	13202-46390	Vehicle Maintenance/Fuel	12

To:	Account Number	Account Name	Amount
	13202-46226	Building Repair	1,461

Nov 28, 2017
Date Requested


Department Director or Supervisor - Signature

Print Name James Paggioli

11/30/17
Date Reviewed


Chief Financial Officer

11-30-17
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 14/17

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="13202 - 43213"/>	<input type="text" value="Mileage Training Meetings"/>	<input type="text" value="232"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

To:

<input type="text" value="13202-44223"/>	<input type="text" value="Service Contracts"/>	<input type="text" value="232"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

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

FY 14/17

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="13202 - 45221"/>	<input type="text" value="Fuel/Heating"/>	<input type="text" value="757"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="13202-45622"/>	<input type="text" value="Electricity"/>	<input type="text" value="757"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

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

FY 16/17

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="13202 - 43213"/>	<input type="text" value="Mileage Training Meetings"/>	<input type="text" value="8"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

To:

<input type="text" value="13202-42301"/>	<input type="text" value="Office Supplies"/>	<input type="text" value="4"/>
<input type="text" value="13202 - 42331"/>	<input type="text" value="Custodial Maintenance Supplies"/>	<input type="text" value="2"/>
<input type="text" value="13202 - 42341"/>	<input type="text" value="Fleet Repair and Maintenance Supplies"/>	<input type="text" value="2"/>

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

FY 14/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Public Works - Fleet

Reason for Request: Overtime utilized to compensate for unfilled vacancy during posting and filling of mechanic position.

Reason for Available Funds: Savings due to unfilled vacancy.

From:	Account Number	Account Name	Amount
	13202-41230	FICA & Retirement	154

To:	Account Number	Account Name	Amount
	13202-40103	Overtime	154

Nov 28, 2017
Date Requested


Department Director or Supervisor - Signature

Print Name James Paggioli

11/30/17
Date Reviewed


Chief Financial Officer

12-1-17
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 14/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Public Works - Grounds Maintenance

Reason for Request: Price increase in general Operating and Custodial Supplies

Reason for Available Funds: One time savings due to cost of infield materials being paid by endorsed league during the fiscal year.

From:	Account Number	Account Name	Amount
	13203- 42334	Grounds Maintenance Supplies	300

To:	Account Number	Account Name	Amount
	13203 - 42331	Custodial / Maintenance Supplies	58
	13203 - 42340	Operating Supplies	242

Nov 22, 2017
Date Requested

Department Director or Supervisor - Signature

Print Name James Paggioli

11/28/17
Date Reviewed

Chief Financial Officer

11-30-17
Date Approved

First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 14/17

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="13203-44208"/>	<input type="text" value="Professional Services"/>	<input type="text" value="154"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="13203-46226"/>	<input type="text" value="Building Repairs"/>	<input type="text" value="154"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

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

FY 14/17

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="13203-44208"/>	<input type="text" value="Professional Services"/>	<input type="text" value="363"/>
	<input type="text" value="13203-44223"/>	<input type="text" value="Service Contracts"/>	<input type="text" value="2,000"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="13203 - 45622"/>	<input type="text" value="Electricity - Non-Heat"/>	<input type="text" value="2,363"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

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

FY 12/17

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="13203- 40101"/>	<input type="text" value="Regular Payroll"/>	<input type="text" value="430"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

To:

<input type="text" value="13203 - 40103"/>	<input type="text" value="Overtime"/>	<input type="text" value="430"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

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

FY 16/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Public Works-Facilities

Reason for Request: Electricity trending down to Energy Performance contract theoretical calculation however it is recommended that the future budget amount be adjusted to match actual usage that is still within the parameters of the Performance Contract.

Reason for Available Funds: Savings due to in staff repair of Items, increased efficiency of direction of repair contractors (BMS), and efficient product ordering.

From:	Account Number	Account Name	Amount
	13205 - 42331	Custodial Maintenance supplies	511
	13205-44208	Professional Services	1,400
	13205-44223	Service Contracts	1,100

To:	Account Number	Account Name	Amount
	13205-45622	Electricity	3,011

Nov 28, 2017
Date Requested


Department Director or Supervisor - Signature

Print Name James Paggioli

11/30/17
Date Reviewed


Chief Financial Officer

11-30-17
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 16/17

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="13301-43213"/>	<input type="text" value="Mileage, Training & Meetings"/>	<input type="text" value="5"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="13301-43258"/>	<input type="text" value="Professional Memberships"/>	<input type="text" value="5"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested

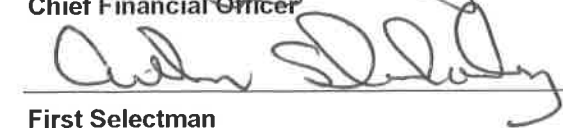

Department Director or Supervisor - Signature

Print Name

Date Reviewed


Chief Financial Officer

Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FC 14/17

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="13201-40103"/>	<input type="text" value="Overtime"/>	<input type="text" value="1,367"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="13601-40103"/>	<input type="text" value="Overtime"/>	<input type="text" value="1,367"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

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

FY 14/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Public Works-Transfer Station

Reason for Request: Final Equipment Operator employee assignment was one pay step higher than previous position holder.

Reason for Available Funds: FICA not paid to vacant position for time frame when posting of Equipment Operator and Operator was being processed.

From:	Account Number	Account Name	Amount
	13601-41230	FICA & Retirement	59

To:	Account Number	Account Name	Amount
	13601-40101	Regular Payroll	59

Nov 28, 2017
Date Requested


Department Director or Supervisor - Signature

Print Name James Paggioli

11/28/17
Date Reviewed


Chief Financial Officer

11-30-17
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 14/17

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="13601-44223"/>	<input type="text" value="Service Contracts"/>	<input type="text" value="14"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="13601-46238"/>	<input type="text" value="Uniform Rentals"/>	<input type="text" value="14"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

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

FY 14/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

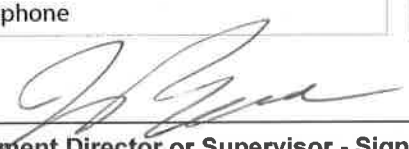
Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="13601-44208"/>	<input type="text" value="Professional Services"/>	<input type="text" value="2,253"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="13601-46390"/>	<input type="text" value="Vehicle Maintenance & Fuel"/>	<input type="text" value="1,805"/>
	<input type="text" value="13601 - 45622"/>	<input type="text" value="Electricity"/>	<input type="text" value="98"/>
	<input type="text" value="13601-45216"/>	<input type="text" value="Telephone"/>	<input type="text" value="350"/>

Date Requested

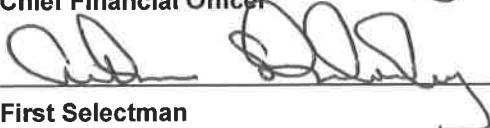

Department Director or Supervisor - Signature

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

FY 14/17

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="14102-46390"/>	<input type="text" value="Vehicle Maintenance"/>	<input type="text" value="438"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	<input type="text" value="14102-45622"/>	<input type="text" value="Electricity"/>	<input type="text" value="438"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested

Valerie Geato

Department Director or Supervisor - Signature

Print Name

Date Reviewed

[Signature]

Chief Financial Officer

Date Approved

[Signature]

First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 16/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Cragin Library

Reason for Request: Slight increase in long-term disability premium - impact of salary increase for 3 employees per union contract settlement (employees were not at maximum LTD benefit)

Reason for Available Funds: Actual costs for FICA/Medicare less than anticipated (actual hours/wages for part-time positions less than anticipated)

From:	Account Number	Account Name	Amount
	15101-41230	FICA/Retirement	7

To:	Account Number	Account Name	Amount
	15101-41210	Employee Related Insurance	7

Nov 27, 2017
Date Requested

Kate Byroade

Department Director or Supervisor - Signature

Print Name Kate Byroade

11/28/17
Date Reviewed

[Signature]

Chief Financial Officer

11-28-17
Date Approved

[Signature]

First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Fy 12/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Cragin Library

Reason for Request: Higher water usage due to leaking toilet.

Reason for Available Funds: Winter was warm, less heating oil was needed.

From:	Account Number	Account Name	Amount
	15101-45221	Fuel/Heating	77

To:	15101-45222	Water & Sewer	77

Nov 27, 2017
Date Requested

Kate Byroade

Department Director or Supervisor - Signature

Print Name Kate Byroade

11/28/17
Date Reviewed

[Signature]

Chief Financial Officer

11-28-17
Date Approved

[Signature]

First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 12/17

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="15101-42301"/>	<input type="text" value="Office Supplies"/>	<input type="text" value="28"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="15101-47282"/>	<input type="text" value="Programs"/>	<input type="text" value="28"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested

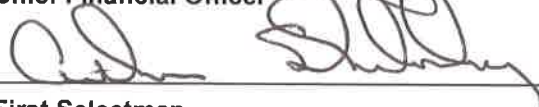

Department Director or Supervisor - Signature

Print Name

Date Reviewed


Chief Financial Officer

Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 14/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Cragin Library

Reason for Request: Changes in purchasing processes clarified the Library's total custodial supplies purchases. FY 18 budget was increased accordingly.

Reason for Available Funds: Usage of public copier/printer was lower than estimated.

From:	Account Number	Account Name	Amount
	15101-42233	Copier	433

To:	15101-42331	Custodial Maintenance Supplies	433

11/27/2017
Date Requested

Kate Byroade
Department Director or Supervisor - Signature

Print Name Kate Byroade

11/28/17
Date Reviewed

[Signature]
Chief Financial Officer

11-28-17
Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

11/14/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Cragin Library

Reason for Request:

Electricity usage was higher than estimated due to restored library hours.

Reason for Available Funds:

Various--see detail listing

From:	Account Number	Account Name	Amount
	Various--see detail	Various--see listing	3,686

To:	Account Number	Account Name	Amount
	15101-45622	Electricity	3,686

11/27/2017
Date Requested

Kate Byroade
Department Director or Supervisor - Signature

Print Name Kate Byroade

11/28/17
Date Reviewed

[Signature]
Chief Financial Officer

11-28-17
Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
Cragin Memorial Library
Budget Transfer -- Electricity

Account Number	Account Name	From	To	Explanation
15101-40101	Regular Payroll	1,159		Temporary vacancy in part-time position
15101-42233	Copier	190		Usage of Public Copier/Printer was lower than estimated.
15101-42301	Office Supplies	123		This account is co-managed with the Library Media Supplies Account
15101-43258	Professional Memberships	169		Anticipated membership cost increases were not implemented within FY 17.
15101-44217	Postage	253		Postage costs were lower than anticipated--most patrons receive notices via email.
15101-44223	Service Contracts	177		Lower cost for security system.
15101-45221	Fuel/Heating	242		Winter was warm, less fuel was needed
15101-44232	Printing & Publications	137		Costs for printing Colchester Connection were lower than estimated.
15101-46224	Equipment Repairs	185		Few Equipment repairs were Needed
15101-46226	Building Repairs	1,051		Few Building Repairs were Needed
15101-45622	Electricity		3,686	Electricity use was higher than estimated due to restored library hours.
	Totals	3,686	3,686	

FY 14/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Cragin Library

Reason for Request: Unexpected increase in monthly charges for VOIP Telephone service.

Reason for Available Funds: Costs for printing Colchester Connection were lower than estimated.

From:	Account Number	Account Name	Amount
	15101-44232	Printing & Publications	107

To:	Account Number	Account Name	Amount
	15101-45216	Telephone	107

11/27/2017
Date Requested

Kate Byroade
Department Director or Supervisor - Signature

Print Name Kate Byroade

11/28/17
Date Reviewed

[Signature]
Chief Financial Officer

11-28-17
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

FY 14/17

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="15101-42301"/>	<input type="text" value="Office Supplies"/>	<input type="text" value="-1,706"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	<input type="text" value="15101-42344"/>	<input type="text" value="Library Supplies"/>	<input type="text" value="1,706"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested

Kate Byroade

Department Director or Supervisor - Signature

Print Name

Date Reviewed

[Signature]

Chief Financial Officer

Date Approved

[Signature]

First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 12/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Parks & Recreation


Reason for Request: Printing and delivery costs were higher for the Colch. Connections due to a costs increase by the vendor and less departments and groups participated in the costs sharing.

Reason for Available Funds: Less items were mailed than anticipated as we did more advertising through free online resources.

From:	Account Number	Account Name	Amount
	15201-44217	Postage	813

To:	Account Number	Account Name	Amount
	15201-44232	Printing and Publications	813

Nov 5, 2017
Date Requested


Department Director or Supervisor - Signature

Print Name Cheryl Hancin Preston

11/27/17
Date Reviewed


Chief Financial Officer

11-28-17
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 16/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Parks & Recreation

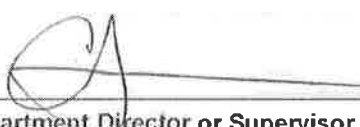
Reason for Request: Increased mileage reimbursement costs for use of personal vehicles by Rec. office professional staff to attend training, meetings and events

Reason for Available Funds: Equipment was not rented as we borrowed instead from BOE.

From:	Account Number	Account Name	Amount
	15201-44237	Equipment rental	1433

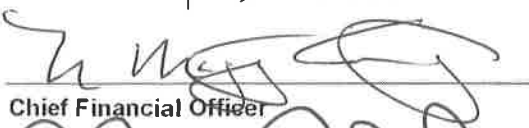
To:	Account Number	Account Name	Amount
	15201-44213	Mileage	1,433

Nov 5, 2017
Date Requested

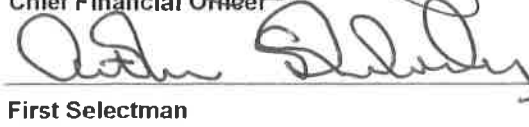

Department Director or Supervisor - Signature

Print Name Cheryl Hancin Preston

11/27/17
Date Reviewed


Chief Financial Officer

11-28-17
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 12/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Parks & Recreation

Reason for Request: Unanticipated materials and supplies were needed to enhance the Rec plex


Reason for Available Funds: -Less items were mailed than anticipated as we did more advertising through free online resources.
-Equipment was not rented as we borrowed from BOE at no cost.

From:	Account Number	Account Name	Amount
	15201-44217	Postage	194
	15201-44237	Equipment Rental	203

To:	Account Number	Account Name	Amount
	15201-42340	Other Purchased Supplies	397

Nov 5, 2017

Date Requested


Department Director or Supervisor - Signature

Print Name Cheryl Hancin Preston

11/27/17
Date Reviewed


Chief Financial Officer

11-28-17
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 12/07

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Parks & Recreation

Reason for Request: More in-house copying occurred than anticipated to promote the dept. and new events

Reason for Available Funds: Unanticipated savings on Professional Services as software costs were lower than anticipated.

From:	Account Number	Account Name	Amount
	15201-44223	Service Contracts	465

To:	Account Number	Account Name	Amount
	15201-44223	Copier	465

Nov 5, 2017
Date Requested


Department Director or Supervisor - Signature

Print Name Cheryl Hancin Preston

11/27/07
Date Reviewed


Chief Financial Officer

11-28-07
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

FY 14/17

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="46224"/>	<input type="text" value="Equipment Repairs"/>	<input type="text" value="287"/>
	<input type="text" value="46390"/>	<input type="text" value="Vehicle Maintenance & Fuel"/>	<input type="text" value="762"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>


To:	Account Number	Account Name	Amount
	<input type="text" value="46224"/>	<input type="text" value="Building Repairs"/>	<input type="text" value="1,049"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

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

FY 14/17

Department:

Reason for Request:

Reason for Available Funds:

From:

Account Number	Account Name	Amount
<input type="text" value="42301"/>	<input type="text" value="Office Supplies"/>	<input type="text" value="545"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

To:

<input type="text" value="45216"/>	<input type="text" value="Telephone"/>	<input type="text" value="432"/>
<input type="text" value="42331"/>	<input type="text" value="Custodial/Maintenance Supplies"/>	<input type="text" value="113"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested Patricia A. Watts **Department Director or Supervisor - Signature**

Print Name

Date Reviewed [Signature] **Chief Financial Officer**

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

FY 12/17

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="43213"/>	<input type="text" value="Mileage, Training & Meetings"/>	<input type="text" value="60"/>
	<input type="text" value="43258"/>	<input type="text" value="Professional Memberships"/>	<input type="text" value="144"/>
	<input type="text" value="44208"/>	<input type="text" value="Professional Services"/>	<input type="text" value="142"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="42233"/>	<input type="text" value="Copier"/>	<input type="text" value="346"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested Patricia A. Watts **Department Director or Supervisor - Signature**

Print Name

Date Reviewed [Signature] **Chief Financial Officer**

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

FY 16/17

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="45622"/>	<input type="text" value="Electric"/>	<input type="text" value="896"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="45221"/>	<input type="text" value="Fuel/Heating"/>	<input type="text" value="738"/>
	<input type="text" value="44232"/>	<input type="text" value="Printing & Publication"/>	<input type="text" value="158"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested *Patricia A. Watts* **Department Director or Supervisor - Signature**

Print Name

Date Reviewed *[Signature]* **Chief Financial Officer**

Date Approved *[Signature]* **First Selectman**

Date Approved _____ **Board of Selectmen Clerk**

Date Approved _____ **Board of Finance Clerk**