

Minutes of Emergency Meeting of  
Ayer Board of Selectmen  
July 18, 1990

An emergency meeting of the Board of Selectmen was posted and called by Chairman Slarsky. The meeting was called to order at 9:30PM with Chairman Slarsky, Charles Jones and Charles McKinney present. The purpose of the meeting was to meet with the Financial Advisory Board to discuss emergency transfer of funds from the Reserve account in order to close the books for FY1990. Members of the FAB present were Chuck Miller, Bill Oelfkel and Russ Brown.

Charlie McKinney made a motion that the emergency meeting be approved, seconded by Charlie Jones. The BOS unanimously approved the motion.

Chairman Slarsky stated that he wants three memos to be generated and sent as a result of this meeting. They are:

1. A memo from the Board of Selectmen to all department heads to emphasize that the Reserve fund is only to be for unanticipated, emergency expenditures. It is not to be used for normal expenses that should have been anticipated.
2. A memo from the Financial Advisory Board reiterating the memo from the Board of Selectmen.
3. A memo from the Board of Selectmen to the Town Accountant instructing Sharon not to place any items on the warrant which cause a department to exceed their approved budget.

The Chairman's idea for the memos was discussed and agreed upon by both Charlie and Charlie. Charlie (AKA Chuck Miller) also agreed on the memo from the Financial Advisory Board.

The following seven requests for transfer were then discussed with the following results:


1. Treasurer's request for transfer of \$2,942 for FICA. Transfer had been approved by FAB. Charlie McKinney made motion to approve, 2nd by Charlie Jones, unanimously approved.
2. Treasurer's request for transfer of \$11,000 for Unemployment Compensation. Transfer had been approved by FAB. Charlie McKinney made motion to approve, 2nd by Charlie Jones, unanimously approved.
3. Fire Chief's request for transfer of \$18,190.88 to cover unanticipated expenses due to large number of fires/ambulance calls and union contract settlement. Chairman Slarsky abstained from any discussion or vote

pertaining to this transfer request. The FAB had approved of this transfer. Charlie McKinney made a motion to approve, 2nd by Charlie Jones, both members voted to approve the transfer.

4. Treasurer's request for transfer of \$45,060 to cover the cost of the Town's share of a retirement of an employee which is split between the Town and the County. The FAB had approved the transfer. Charlie McKinney made a motion to approve, 2nd by Charlie Jones, unanimous vote to approve.
5. Town Accountant's request for transfer of \$20,515.72 to cover unanticipated legal services to various Town departments. The FAB had approved the transfer. The Town Accountant assured the Board that all money possible from the using departments had been used prior to requesting the transfer. Charlie McKinney made a motion to approve, 2nd by Charlie Jones, unanimously approved.
6. Park Department's request for \$1,232.25 to pay bills for supplies and services. The FAB had reluctantly approved the transfer. The Board of Selectmen reviewed the bills and discovered that only \$230.45 had been recieved as bills prior to June 1990. The BOS felt that the June expenditures were not emergency in nature and that they should have been spent from FY1991 funds. Charlie Jones made a motion that the BOS approve the transfer of \$230.45 from the Reserve fund and that the Town Accountant be instructed to charge the remaining \$1,000 to FY1991 budget. Motion 2nded by Charlie McKinney, unanimously approved. The four members of the FAB present voted to approve the lower figure.
7. Historical Commision's request for transfer of \$50.00 to cover the cost of the certificate presented to Ralph Richardson when he retired. The FAB had initially voted not to approve the transfer. However, after the Town Accountant reminded them of the large budget cut the commision took last year, they changed their vote to approve the transfer. Charlie McKinney made a motion to approve, 2nd by Charlie Jones, unanimously approved.

Charlie McKinney made a motion to adjourn, 2nd by Charlie Jones, unanimous approval and meeting was adjourned at 10:02PM.

Respectfully Submitted:

  
Charles H. Jones, Clerk



REQUEST FOR TRANSFER FROM THE RESERVE FUND  
(To be submitted in triplicate)

Date: 6-30-90

I. TO BE FILLED OUT BY DEPARTMENT REQUESTING TRANSFER;

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws:

1. Amount requested: \$ 1,232.25  
2. To be transferred to: Park Dept.  
(Give Name of approp.)

3. Present balance in said appropriation: \$ - 0 -

4. The amount requested will be used for (give specific purpose):

*To cover expenses incurred through 6/30/90.*

5. This expenditure is extraordinary and/or unforeseen for the following reasons:

*Occurred due to budget being cut after the fiscal year began.*

*Theodore A. Janushewicz Jr.*  
Officer or Dept. Head

II. ACTION OF ADVISORY COMMITTEE

Date of Meeting 7/18/90 Number Present and Voting 3

Transfer voted in the sum of \$ 230.45

TRANSFER DISAPPROVED \_\_\_\_\_

*Chas. E. Phelps*  
Chairman, Advisory Comm.

III. ACTION OF THE BOARD OF SELECTMEN

Date of Meeting \_\_\_\_\_ Number Present and Voting 3

Transfer voted in the sum of \$ 230.45

TRANSFER DISAPPROVED \_\_\_\_\_

*[Signature]*  
Chairman, Board of Selectmen

REQUEST MUST BE MADE AND TRANSFER VOTED BEFORE  
ANY EXPENDITURE IN EXCESS OF APPROPRIATION IS INCURRED.

REQUEST FOR TRANSFER FROM THE RESERVE FUND

(To be submitted in triplicate) ~~(We have sent 2 copies)~~

Date: 6/29/90

I. TO BE FILLED OUT BY DEPARTMENT REQUESTING TRANSFER!

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws:

1. Amount requested: \$ 50.00  
 2. To be transferred to: Historical Commission (Give Name of approp.)

3. Present balance in said appropriation: \$ 20

4. The amount requested will be used for (give specific purpose): PAY HARLOW M. BUSH ART GALLERY & FRANK SHOPPE FOR ROLPH RICHARDSON'S TOWN OF DORR HISTORICAL PROCLAMATION FRAME. (WE MANAGED TO ABSORB THE UNANTICIPATED COST OF THE PROCLAMATION, ITSELF.)

5. This expenditure is extraordinary and/or unforeseen for the following reasons: WE HAD NO WARNING @ BUDGET TIME OF THE U. IDERFUL IDEA OF JAWRT'S TO HONOR ~~THE~~ OUR MOST HONORABLE ROLPH RICHARDSON.

[Signature]  
 Officer or Dept. Head

II. ACTION OF ADVISORY COMMITTEE

Date of Meeting 7/16/90 Number Present and Voting 8/5

Transfer voted in the sum of \$ 50.00

TRANSFER DISAPPROVED [Signature]

[Signature]  
 Chairman, Advisory Comm.

III. ACTION OF THE BOARD OF SELECTMEN

Date of Meeting 7/18/90 Number Present and Voting 3

Transfer voted in the sum of \$ 50.00

TRANSFER DISAPPROVED \_\_\_\_\_

[Signature]  
 Chairman, Board of Selectmen

REQUEST MUST BE MADE AND TRANSFER VOTED BEFORE ANY EXPENDITURE IN EXCESS OF APPROPRIATION IS INCURRED.

REQUEST FOR TRANSFER FROM THE RESERVE FUND  
(To be submitted in triplicate)

Date: 6-30-90

I. TO BE FILLED OUT BY DEPARTMENT REQUESTING TRANSFER:

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws:

1. Amount requested:
2. To be transferred to:

\$ 8,942.36  
FICA/Medicare  
(Give Name of approp.)

3. Present balance in said appropriation: \$ — 0 —

4. The amount requested will be used for (give specific purpose):

*To pay Taxes sharing FICA/Medicare expense for FY90.*

5. This expenditure is extraordinary and/or unforeseen for the following reasons:

*Nothing was in excess of estimate*

*Thomas F. Callahan*  
\_\_\_\_\_  
Officer or Dept. Head

II. ACTION OF ADVISORY COMMITTEE

Date of Meeting 7/16/90 Number Present and Voting 5

Transfer voted in the sum of \$ 2,942.36

TRANSFER DISAPPROVED \_\_\_\_\_

*Charles M. [Signature]*  
\_\_\_\_\_  
Chairman, Advisory Comm.

III. ACTION OF THE BOARD OF SELECTMEN

Date of Meeting 7/18/90 Number Present and Voting 3

Transfer voted in the sum of \$ 2992.36

TRANSFER DISAPPROVED \_\_\_\_\_

*[Signature]*  
\_\_\_\_\_  
Chairman, Board of Selectmen

REQUEST MUST BE MADE AND TRANSFER VOTED BEFORE  
ANY EXPENDITURE IN EXCESS OF APPROPRIATION IS INCURRED.

REQUEST FOR TRANSFER FROM THE RESERVE FUND  
(To be submitted in triplicate)

Date: 6-30-90

I. TO BE FILLED OUT BY DEPARTMENT REQUESTING TRANSFER;

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws:

1. Amount requested: \$ 11,000.00  
2. To be transferred to: Unemployment Comp.  
(Give Name of approp.)

3. Present balance in said appropriation: \$ 11,197.68

4. The amount requested will be used for (give specific purpose):

*To pay unemployment compensation expenses through June 30, 1990.*

5. This expenditure is extraordinary and/or unforeseen for the following reasons:

*Charge of payment method from actual claims to percentage of payroll.*

*Thomas F. Callahan*  
Officer or Dept. Head

II. ACTION OF ADVISORY COMMITTEE

Date of Meeting 7/16/90 Number Present and Voting 5

Transfer voted in the sum of \$ 11,000.00

TRANSFER DISAPPROVED \_\_\_\_\_

*Charles W. [Signature]*  
Chairman, Advisory Comm.

III. ACTION OF THE BOARD OF SELECTMEN

Date of Meeting 7/18/90 Number Present and Voting 3

Transfer voted in the sum of \$ 11,000

TRANSFER DISAPPROVED \_\_\_\_\_

*[Signature]*  
Chairman, Board of Selectmen

REQUEST MUST BE MADE AND TRANSFER VOTED BEFORE  
ANY EXPENDITURE IN EXCESS OF APPROPRIATION IS INCURRED.

REQUEST FOR TRANSFER FROM THE RESERVE FUND  
(To be submitted in triplicate)

Date: 6-30-90

I. TO BE FILLED OUT BY DEPARTMENT REQUESTING TRANSFER;

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws:

1. Amount requested: \$ 8,298.50
2. To be transferred to: Retirement  
(Give Name of approp.)
3. Present balance in said appropriation: \$ -0-
4. The amount requested will be used for (give specific purpose):  
To pay Town's share of Retirement for former employees who also worked for Commonwealth of Mass.
5. This expenditure is extraordinary and/or unforeseen for the following reasons:  
Invoice was received in May of 1990.

Thomas F. Callahan  
Officer or Dept. Head

II. ACTION OF ADVISORY COMMITTEE

Date of Meeting 7/16/90 Number Present and Voting 5  
Transfer voted in the sum of \$ 8,298.50  
TRANSFER DISAPPROVED \_\_\_\_\_

Charles B. [Signature]  
Chairman, Advisory Comm.

III. ACTION OF THE BOARD OF SELECTMEN

Date of Meeting 7/18/90 Number Present and Voting 3  
Transfer voted in the sum of \$ 8,298.00  
TRANSFER DISAPPROVED \_\_\_\_\_

[Signature]  
Chairman, Board of Selectmen

REQUEST MUST BE MADE AND TRANSFER VOTED BEFORE  
ANY EXPENDITURE IN EXCESS OF APPROPRIATION IS INCURRED.

REQUEST FOR TRANSFER FROM THE RESERVE FUND  
(To be submitted in triplicate)

Date: 6-30-90

I. TO BE FILLED OUT BY DEPARTMENT REQUESTING TRANSFER:

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws:

1. Amount requested:
2. To be transferred to:

\$18,190.88  
Fire Dept  
(Give Name of approp.)

3. Present balance in said appropriation: \$ -0-

4. The amount requested will be used for (give specific purpose):

To cover Fire Dept. Salaries & Wages to end of fiscal year.

5. This expenditure is extraordinary and/or unforeseen for the following reasons:

Unusual number of ambulance & fire calls.  
Negotiated 5% increase in wages.

William E. Parker  
Officer or Dept. Head

772-2657

II. ACTION OF ADVISORY COMMITTEE

Date of Meeting 7/16/90 Number Present and Voting 5

Transfer voted in the sum of \$ 18,190.88

TRANSFER DISAPPROVED \_\_\_\_\_

Charles D. Hill  
Chairman, Advisory Comm.

III. ACTION OF THE BOARD OF SELECTMEN

Date of Meeting 7/18/90 Number Present and Voting 2

Transfer voted in the sum of \$ 18,190.88.

TRANSFER DISAPPROVED \_\_\_\_\_

Charles D. Hill  
Chairman, Board of Selectmen

REQUEST MUST BE MADE AND TRANSFER VOTED BEFORE  
ANY EXPENDITURE IN EXCESS OF APPROPRIATION IS INCURRED.



REQUEST FOR TRANSFER FROM THE RESERVE FUND  
(To be submitted in triplicate)

Date: 6-30-90

I. TO BE FILLED OUT BY DEPARTMENT REQUESTING TRANSFER:

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws:

1. Amount requested: \$ 45,060.00  
2. To be transferred to: County Retirement  
(Give Name of approp.)

3. Present balance in said appropriation: \$ 1,098.00

4. The amount requested will be used for (give specific purpose):

*To pay County Retirement for legislation accepted in FY90 by County Comm and assessed to the Town.*

5. This expenditure is extraordinary and/or unforeseen for the following reasons:

*new legislation enacted in FY90.*

*Thomas F. Callahan*  
Officer or Dept. Head

II. ACTION OF ADVISORY COMMITTEE

Date of Meeting 7/16/90 Number Present and Voting 5

Transfer voted in the sum of \$ 45,060.00

TRANSFER DISAPPROVED \_\_\_\_\_

*Charles J. McCall*  
Chairman, Advisory Comm.

III. ACTION OF THE BOARD OF SELECTMEN

Date of Meeting \_\_\_\_\_ Number Present and Voting \_\_\_\_\_

Transfer voted in the sum of \$ \_\_\_\_\_

TRANSFER DISAPPROVED \_\_\_\_\_

\_\_\_\_\_  
Chairman, Board of Selectmen

REQUEST MUST BE MADE AND TRANSFER VOTED BEFORE  
ANY EXPENDITURE IN EXCESS OF APPROPRIATION IS INCURRED.

REQUEST FOR TRANSFER FROM THE RESERVE FUND  
(To be submitted in triplicate)

Date: 6-30-90

I. TO BE FILLED OUT BY DEPARTMENT REQUESTING TRANSFER;

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws:

1. Amount requested: \$ 20,515.73  
2. To be transferred to: Legal Services  
(Give Name of approp.)

3. Present balance in said appropriation: \$ 98.00

4. The amount requested will be used for (give specific purpose):

*To pay legal service expenses incurred for FY 90.*

5. This expenditure is extraordinary and/or unforeseen for the following reasons:

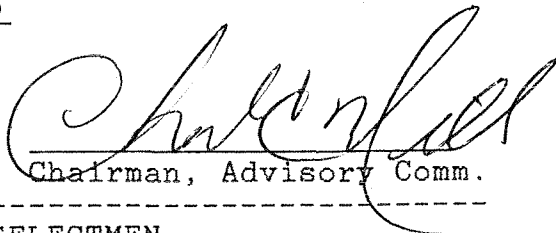
\_\_\_\_\_  
Officer or Dept. Head

II. ACTION OF ADVISORY COMMITTEE

Date of Meeting 7/16/90 Number Present and Voting 5

Transfer voted in the sum of \$ 20,515.73

TRANSFER DISAPPROVED \_\_\_\_\_

  
Chairman, Advisory Comm.

III. ACTION OF THE BOARD OF SELECTMEN

Date of Meeting 7/18/90 Number Present and Voting 3

Transfer voted in the sum of \$ 20,515.73

TRANSFER DISAPPROVED \_\_\_\_\_

  
Chairman, Board of Selectmen

REQUEST MUST BE MADE AND TRANSFER VOTED BEFORE  
ANY EXPENDITURE IN EXCESS OF APPROPRIATION IS INCURRED.