CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chairperson Cris Balamaci called the Board of A&T meeting to order at 7:30 p.m. All those present recited the pledge.

ROLL CALL
Cris Balamaci, Chairman – Present
Karen S. Battistelli, Vice Chairman – Present
John Belden - Present
Joseph Knapik - Present
Louis Dagostine -Present
Adam M. Heller– Not Present

AGENDA ITEMS

Cris Balamaci: The only people excused were Adam Heller and Paul Hiller. John will be coming later and we will table the minutes until he gets here.

Joseph Knapik: There are minutes from the April 27th meeting that was never reviewed.

Cris Balamaci: But they’re not here right now. Well push them until John gets here, the other (April 27th) I don’t have with me. I reviewed those..

Joseph Knapik On page two, paragraph 6, the word no is missing from after “We voted and the vote was 4-2, Joe Knapik and John Belden both voted”.

Cris Balamaci: There’s a typo and that needs to be corrected.

Reports

Cris Balamaci: The contingency reports are here, intradepartmental transfers, October through May 25 is heard on record.

New Business
Joseph Knapik: New logistical business for the record, I don’t recall there ever being an end of the fiscal year meeting, during the past three years held by the Board of A&T, so I wonder why it is happening now. This is especially new that last meeting of June 22 was cancelled and if you review all the other A&T meetings that have been cancelled, where have all these days been? The farther back you go, the less imperative to act on it would be. But in the recent past, I wonder why they are doing it all now?

Cris Balamaci: It is that Paul had an emergency surgery and was in the hospital, and that is the only reason that I know why it wasn’t prepared.

Joseph Knapik: I understand the situation of his illness but these matters could have been brought up while he was here and well. I think the situations that we’re faced with tonight, as usual, last minute and poor management.

Cris Balamaci: Let’s go back to the first line and make a motion to discuss that?

Karen Battistelli: I move to discuss.

Louis Dagostine: Second.

Karen Battistelli: There are two transfers from Parks and Recreation.

No discussion.

Karen Battistelli moved to approve the request from Park & Recreation to Transfer $9,200 from Regular Payroll (001-1000-622-10-01) to Programs & Classes (001-1000-622-80-08) and Transfer $25,000 from Regular Payroll (001-1000-622-10-01) to Programs (001-1000-622-80-81); seconded by Louis Dagostine. A voice vote was taken and the motion passed 4-0.

Karen Battistelli: I’m looking through these things and there is no reason for the requests on any of these. It’s hard for us to know.

Joseph Knapik: And there is no one here to give an explanation.

Cris Balamaci: That’s why the Mayor called, that was the directive I have, and he said he reviewed for Paul.

Joseph Knapik: The mayor was involved, why are there no reasons given if they are required?

Cris Balamaci: I asked him that.

Joseph Knapik: That was a rhetorical question, which reflects around poor management.

Karen Battistelli: There are three transfers from Conservation Commission.
Karen Battistelli: Without an explanation, I can guess what is happening, part-time needs money, land improvements had to hire someone outside to do some stuff and the last one, the community gardens need work.

Joseph Knapik: You can figure this out but there’s no reason and no representative here, and one of their requests is for a large sum of money. Mayor Lauretti looked over these things but didn’t provide any rational for them, so I would abstain for the amount that involves 44.5.

Louis Dagostine: So procedurally we have to do it, before we.. Karen you made the motion, Cris you seconded it, and we had discussion. Just to add for purposes or discussion, from my understanding based on from Mr. Harbinson coming in and speaking to us, that they still have unfilled positions that I would gather from what he said, although Mr. Knapik stated if Mr. Hiller through medical reasons can’t be here, Mayor Lauretti should be here, with that being said, given what I know about Conservation Commission, I will vote in favor as well.

Karen Battistelli moved to approve the request from Conservation Commission to Transfer $44,590 from Regular Payroll (001-1300-414-10-01) to Part-time Employees (001-1300-414-10-02), Transfer $900 from Land Improvements (001-1300-414-60-01) to Other Outside Services (001-1300-414-30-23), and Transfer $420 from Program Development (001-1300-414-8-40) to Community Gardens (001-1300-414-60-15); seconded by Cris Balamaci. Joseph Knapik abstained from vote, a voice vote was taken and the motion passed 3-0.

Karen Battistelli: There is one item transfer for Public Safety.

No Discussion

Karen Battistelli moved to approve the request from Public Safety to Transfer $50 from Communication Equipment (001-2000-519-60-05) to Emergency Notification (001-2000-519-60-09); seconded by Louis Dagostine. A voice vote was taken and the motion passed 4-0.

Karen Battistelli: There is one line item transfer for EMS Commission.

Cris Balamaci: I do want to comment, Noreen had said it was coming through and it was because she was not able to present, I wanted to comment that she did make an effort.

Karen Battistelli moved to approve the request from EMS Commission to Transfer $2,000 from Personnel Training (001-2100-513-01-03) to C-Med Comm. Systems (001-2100-513-01-39); seconded by Cris Balamaci. A voice vote was taken and the motion passed 4-0.

Karen Battistelli: Next one is from the Fire Department.

No Discussion.

Karen Battistelli moved to approve the request from Fire Department to Transfer $300 from Technical Supplies (001-2400-512-40-17) to Clothing Supplies (001-2400-512-40-11)
and to Transfer $200 from Technical Supplies (001-2400-512-40-17) to Commissary (001-2400-512-80-41); seconded by Cris Balamaci. A voice vote was taken and motion passed 4-0.

Karen Battistelli: There are three transfers from Highways and Bridges.

Louis Dagostine: I’d like to add with this department, given its history, I’m not satisfied without any explanation or representative from the Finance department or the Mayor.

Cris Balamaci: The Mayor did say we could call him, do you want me too?

Joseph Knapik: He has to be here in person. The charter states that.

Cris Balamaci: That was clarified, we asked that. Robert rules, I thought were revised including telecommunication now. We had to have voted for that.

Karen Battistelli: We did because he was on the phone once, for voting. If it was okay then, then it should be okay now.

Joseph Knapik: Two wrongs don’t make a right

John Belden arrived

Cris Balamaci: Let me just repeat what I told everyone else, the Mayor called me today saying based on the situation with Paul, he did review these and signed off on them.

Joseph Knapik: He signed off without an explanation, as required.

John Belden: There’s money in the account?

Louis Dagostine: There is money in the account; the gas and diesel.

Cris Balamaci: It says department overages at 42,9, was it claims as of 6-23 on this.

Karen Battistelli: This totals $44,550 (transfer sheet)

Cris Balamaci: Right, I didn’t finish, there are three sections, it is that, 9/14 and 6/15 and now there are increases because, minimal increases.

Louis Dagostine: We don’t have an explanation.

Joseph Knapik: True, once again, for the matter to be repeated there is no reason or action given for these requests, there no one from the Highway department as usual here to explain so I would have problems, not with the minor stuff but with the 42,9 from payroll transfers.

John Belden: Are all of these negative balances?
Cris Balamaci: We added them up, there overages here.

Karen Battistelli moved to approve the request from Highways & Bridges to Transfer $42,900 from Gasoline/Diesel (001-3200-712-40-01) to Overtime (001-3200-712-10-07), Transfer $1,000 from Gasoline/Diesel (001-3200-712-40-01) to Parts Recycling Equip (001-3200-712-40-34) and Transfer $650 from Gasoline/Diesel (001-3200-712-40-01) to Tires-Bldg. Maint.(001-3200-712-40-40); seconded by Cris Balamaci. Louis Dagostine and Joseph Knapik abstained from vote, a voice vote was taken and the motion passed 3-0.

Karen Battistelli: The next one is Sanitation, with one transfer request.

No discussion.

Karen Battistelli moved to approve the request from Sanitation to Transfer $2,000 from Part-time Employees (001-3900-714-10-02) to Disposal Fees (001-3900-714-50-04); Seconded by John Belden. A voice vote was taken and the motion passed 5-0.

Karen Battistelli: Library has two transfer requests.

No Discussion.

Karen Battistelli moved to approve the request from Library to Transfer $50 from Papers, Periodicals, & Tape (001-440-621-40-48) to Video/Audio/CD Rom (001-4400-621-40-30) and Transfer $100 from Papers, Periodicals, & Tape (001-440-621-40-48) to Library Supplies (001-4400-621-40-53); seconded by Louis Dagostine. A voice vote was taken and the motion passed 5-0.

Karen Battistelli: Management Information Services

Cris Balamaci: That was by Paul, he over sees that.

Joseph Knapik: $24,000 but no explanation as to what is going on here.

Karen Battistelli: Part time employees need to be paid, that’s what’s going on here.

Joseph Knapik: How come? $24 thousand is significant, so I think on this vote since there is no explanation, I would abstain also.

Karen Battistelli moved to approve the request from Management Information Service to Transfer $24,000 from Comp Hardware/Software (001-5200-412-65-16) to Part-time Employees (001-5200-412-10-02); seconded by Cris Balamaci. Joseph Knapik and Louis Dagostine abstained from vote, a voice vote was taken and the motion passed 3-0.

Karen Battistelli: Tax collectors is next.
Joseph Knapik: Once again there is no explanation here why 16,900 for example would be needed this time, it hasn’t been requested in the past, there’s nothing on the forms submitted by the Mayor to explain and no one from the Tax collectors to explain. I’m sure there is no problem with his account but there is no explanation, I’ll abstain on this also.

Karen Battistelli moved to approve the request from Tax Collector to Transfer $16,900 from Postage (001-5400-412-40-05) to Part-time Employees (001-5400-412-10-02) and Transfer $600 from Postage (001-5400-412-40-05) to Meeting, Travel, Conf (001-5400-412-11-05); seconded by John Belden. Joseph Knapik and Louis Dagostine abstained from vote, a voice vote was taken and the motion passed 3-0.

Karen Battistelli: Purchasing has one transfer.

No discussion.

Karen Battistelli moved to approve the request from Purchasing to Transfer $5,000 from Printing & Stationary (001-5500-412-30-19) to Equipment Purchase (001-5500-412-60-24); seconded by Louis Dagostine. A voice vote was taken and the motion passed 5-0.

Karen Battistelli: We have three requests from Accounting and Control.

Louis Dagostine: I would just note, our thoughts go out to Paul, we have an assistant finance director position that remains open, years after Ms. Scanlon went to jail. If that position was filled we could have someone here tonight to explain on behalf of Mr. Hiller. Without those explanations, it’s a concern.

Joseph Knapik: This speaks yet another management problem, the position that could have been utilized tonight remains unfilled.

Karen Battistelli moved to approve the request from Accounting & Control to Transfer $4,300 from Regular Payroll (001-5700-412-10-01) to Part-time Employees (001-5700-412-10-02), Transfer $216 from Regular Payroll (001-5700-412-10-01) to Mileage (001-5700-412-11-01) and Transfer $60 from Regular Payroll (001-5700-412-10-01) to Dues & Subscriptions (001-5700-412-50-04); seconded by John Belden. A voice vote was taken and the motion passed 5-0.

Karen Battistelli: Last one from Community development.

No discussion.

Louis Dagostine: For future Boards, we did away with Sheriffs in the state, we switch it to Marshalls.

Karen Battistelli moved to approve the request from Community Development to Transfer $190 from Sheriffs Fee (001-5800-414-30-33) to Printing & Advertising (001-5800-414-30-07); seconded by John Belden. A voice vote was taken and the motion passed 5-0.
Approval of Minutes

Cris Balamaci: It was a very quick meeting, Louis was absent. There were only three items during that meeting.

John Belden moved to approve the meeting minutes from the May 25th, 2017 meeting; seconded by Karen Battistelli. Louis Dagostine abstains from vote; voice vote is taken and the motion passed 4-0.

Cris Balamaci: We’ll do the April 27th meeting minutes now.

Joseph Knapik: On page two paragraph 6, the word no is missing from after “We voted and the vote was 4-2, Joe Knapik and John Belden both voted”. No needs to be added into their.

Joseph Knapik moved to add the word “no” on the second page, paragraph six, “We voted and the vote was 4-2, Joe Knapik and John Belden both voted” from the April 27th, 2017 meeting minutes; seconded from Cris Balamaci. A voice vote is taken and the motion passed 5-0.

Lois Dagostine moved to approve the amended meeting minutes from the April 27th, 2017 meeting; seconded by John Belden. A voice vote is taken and the motion passed 5-0.

Karen Battistelli: Let’s check to make sure we haven’t missed anything, we don’t meet until fall.

Cris Balamaci: We through it line by line.

Adjournment

John Belden moved to adjourn the Board of Apportionment and Taxation Special Meeting; seconded by Louis Dagostine. A voice vote was taken and the motion passed 5-0.

The meeting adjourned at approximately 8:10p.m. More in-depth meeting discussions are held on tape.

Respectfully Submitted,

Ashley Conklin, Clerk Pro Temp
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<th>BA Number</th>
<th>Description</th>
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<td>Fire Marshal Vehicle Engine Replacement</td>
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<td>Account Number</td>
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<td>Relocation Street Lights on Canal St</td>
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City of Shelton
Contingency Account 001-9900-900.99-00
Fiscal Year Ending 6/30/17
Unaudited
### Intra-Departmental Transfers

#### Fiscal Year Ending 6/30/17

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<th>Department</th>
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<td>Overtime Pay/Caf. Back.</td>
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CITY OF SHELTON  
BOARD OF APPORTIONMENT & TAXATION  

INTRA-DEPARTMENTAL BUDGET TRANSFER

DEPARTMENT: Parks & Recreation  DATE: 6/23/17

I respectfully request approval of the below listed FY Intra-Departmental budget transfer:

<table>
<thead>
<tr>
<th>TRANSFER FROM</th>
<th>TRANSFER TO</th>
<th>AMOUNT OF</th>
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<tr>
<td>ACCT NO. - TITLE</td>
<td>ACCT NO. - TITLE</td>
<td>TRANSFER</td>
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<td>Programs #001-1000-623-80-08</td>
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<td>Regular Payroll #001-1000-623-10-01</td>
<td>Programs #001-1000-623-80-81</td>
<td>$25,000</td>
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Reason for Request:

(Please use reverse side if additional space is needed)

Requested By: Ron Harris  Date: 6/23/17

Finance Department: I have reviewed the above and sufficient funds to complete said transfer:

_Do Exist_  _Do Not Exist_  

Finance Director  Date: 6/27/17

Board of Appportionment & Taxation: The request as stated is:

Approved  Disapproved
CITY OF SHELTON
BOARD OF APPORTIONMENT & TAXATION

INTRA-DEPARTMENTAL BUDGET TRANSFER

DEPARTMENT: Conservation Commission DATE: 6/23/17

I respectfully request approval of the below listed FY Intra-Departmental budget transfer:

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<th>TRANSFER FROM:</th>
<th>TRANSFER TO:</th>
<th>AMOUNT OF TRANSFER</th>
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<td>#001-1300-414-60-01</td>
<td>#001-1300-414-20-23</td>
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<td>#001-1300-414-80-40</td>
<td>#001-1300-414-70-15</td>
<td>$420</td>
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Reason for Request:


(Please use reverse side if additional space is needed)

Requested By: Tom Harbison Date: 6/23/17

Finance Department: I have reviewed the above and sufficient funds to complete said transfer:

DO EXIST___ DO NOT EXIST___

Finance Director:

Date: 6/23/17

Board of Apportionment & Taxation: The request as stated is:

APPROVED___ DISAPPROVED___
CITY OF SHELTON
BOARD OF APPORTIONMENT & TAXATION
INTRA-DEPARTMENTAL BUDGET TRANSFER

DEPARTMENT: Public Safety
DATE: 6/23/17

I respectfully request approval of the below listed FY intra-Departmental budget transfer:

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<tr>
<th>TRANSFER FROM:</th>
<th>TRANSFER TO:</th>
<th>AMOUNT OF TRANSFER</th>
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</thead>
<tbody>
<tr>
<td>Communication Equipment</td>
<td>Emergency Notification</td>
<td>$50.00</td>
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</table>

Reason for Request:

(Please use reverse side if additional space is needed)

Requested By: Mike Mayhew
Date: 6/23/17

Finance Department: I have reviewed the above and sufficient funds to complete said transfer:

---

DO EXIST

DO NOT EXIST

Finance Director
Date: 6/23/17

Board of Appportionment & Taxation: The request as stated is:

APPROVED

DISAPPROVED
CITY OF SHELTON
BOARD OF APPORTIONMENT & TAXATION

INTRA-DEPARTMENTAL BUDGET TRANSFER

DEPARTMENT: ENVS Commission  DATE: 0/23/17

I respectfully request approval of the below listed FY intra-departmental budget transfer:

<table>
<thead>
<tr>
<th>TRANSFER FROM:</th>
<th>TRANSFER TO:</th>
<th>AMOUNT OF TRANSFER</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT NO. - TITLE</td>
<td>ACCT NO. - TITLE</td>
<td>$2000.00</td>
</tr>
<tr>
<td>Personnel Training #001-2100-617-01-63</td>
<td>C-med comm Systems #001-2100-517-01-39</td>
<td></td>
</tr>
</tbody>
</table>

Reason for Request:

(Please use reverse side if additional space is needed)

Requested By: Noreen McCarthy  Date: 0/23/17

Finance Department: I have reviewed the above and sufficient funds to complete said transfer:

Finance Director

Board of Apportionment & Taxation: The request as stated is:

APPROVED  DISAPPROVED

Date
CITY OF SHELTON  
BOARD OF APPORTIONMENT & TAXATION  
INTRA-DEPARTMENTAL BUDGET TRANSFER  

DEPARTMENT: Fine Dept  
DATE: 6/23/17  

I respectfully request approval of the below listed FY Intra-Departmental budget transfer:

<table>
<thead>
<tr>
<th>TRANSFER FROM: ACCT NO.</th>
<th>TITLE</th>
<th>TRANSFER TO: ACCT NO.</th>
<th>TITLE</th>
<th>AMOUNT OF TRANSFER</th>
</tr>
</thead>
<tbody>
<tr>
<td>#001-3400:512-46-17</td>
<td>Technical Supplies</td>
<td>#001-3400:572-46-11</td>
<td>Clothing Supplies</td>
<td>$300</td>
</tr>
<tr>
<td>#001-3400:512-46-17</td>
<td>Technical Supplies</td>
<td>#001-3400:513-86-41</td>
<td>Commission</td>
<td>$100</td>
</tr>
</tbody>
</table>

Reason for Request:  

(Please use reverse side if additional space is needed)

Requested By: Frank Jones  
Date: 6/23/17  

Finance Department: I have reviewed the above and sufficient funds to complete said transfer:

[Signature]  
Finance Director

DO EXIST    DO NOT EXIST

[Signature]  
Date: 6/27/17

Board of Apportionment & Taxation: The request as stated is:

APPROVED  DISAPPROVED
CITY OF SHELTON  
BOARD OF APPORTIONMENT & TAXATION  
INTRA-DEPARTMENTAL BUDGET TRANSFER  

DEPARTMENT: **Highways**  
DATE: **6/23/17**  

I respectfully request approval of the below listed FY intra-Departmental budget transfer:

<table>
<thead>
<tr>
<th>TRANSFER FROM:</th>
<th>ACCT NO.</th>
<th>TITLE</th>
<th>TRANSFER TO:</th>
<th>ACCT NO.</th>
<th>TITLE</th>
<th>AMOUNT OF TRANSFER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gasoline/Diesel</td>
<td>#001-3000-712-40-01</td>
<td>$3,900</td>
<td>Overtime</td>
<td>#001-3000-712-10-07</td>
<td>$4,900</td>
<td></td>
</tr>
<tr>
<td>Gasoline/Diesel</td>
<td>#001-3500-712-40-01</td>
<td>$1,000</td>
<td>Metals Recycling</td>
<td>#001-3200-712-40-34</td>
<td>$1,000</td>
<td></td>
</tr>
<tr>
<td>Gasoline/Diesel</td>
<td>#001-3200-712-40-01</td>
<td>$650</td>
<td>Tires-Bldg Maint</td>
<td>#001-3200-712-40-40</td>
<td>$650</td>
<td></td>
</tr>
</tbody>
</table>

\[4,550\]

**Reason for Request:**


(Please use reverse side if addition space is needed)

**Requested By:** George Stochowicz  
**Date:** 6/23/17

Finance Department: I have reviewed the above and sufficient funds to complete said transfer:

**DO EXIST**  
**DO NOT EXIST**  

Finance Director  
**Date:** 6/27/17

Board of Apportionment & Taxation: The request as stated is:

**APPROVED**  
**DISAPPROVED**
CITY OF SHELTON
BOARD OF APPORTIONMENT & TAXATION

INTRA-DEPARTMENTAL BUDGET TRANSFER

DEPARTMENT: Sanitation       DATE: 6/23/17

I respectfully request approval of the below listed FY

<table>
<thead>
<tr>
<th>TRANSFER FROM:</th>
<th>TRANSFER TO:</th>
<th>AMOUNT OF TRANSFER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part-Time Employees</td>
<td>Disposal Fees</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>#001-3900-714-10-02</td>
<td>#001-3900-714-50-04</td>
<td></td>
</tr>
</tbody>
</table>

Reason for Request:

(Please use reverse side if additional space is needed)

Requested By: George Gackowicz       Date: 6/23/17

Finance Department: I have reviewed the above and sufficient funds to complete said transfer:

Mark A. Stewi
Finance Director

Board of Appportionment & Taxation: The request as stated is:

APPROVED  ✔  DISAPPROVED
CITY OF SHELTON
BOARD OF APPORTIONMENT & TAXATION

INTRA-DEPARTMENTAL BUDGET TRANSFER

DEPARTMENT: Library DATE: 6/23/17

I respectfully request approval of the below listed FY Intra-Departmental budget transfer:

<table>
<thead>
<tr>
<th>TRANSFER FROM</th>
<th>TRANSFER TO</th>
<th>AMOUNT OF TRANSFER</th>
</tr>
</thead>
<tbody>
<tr>
<td>#001-4400-621-40-48</td>
<td>Video/audio/CD Rom</td>
<td>$50</td>
</tr>
<tr>
<td>#001-4400-621-40-30</td>
<td>Library Supplies</td>
<td>$100</td>
</tr>
</tbody>
</table>

Reason for Request:

(Please use reverse side if addition space is needed)

Requested By: John Stokes Date: 6/23/17

Finance Department: I have reviewed the above and sufficient funds to complete said transfer:

DO EXIST | DO NOT EXIST

Finance Director

Date

Board of Appportionment & Taxation: The request as stated is:

APPROVED | DISAPPROVED
CITY OF SHELTON
BOARD OF APPORTIONMENT & TAXATION
INTRA-DEPARTMENTAL BUDGET TRANSFER

DEPARTMENT: Management

INTRA-DEPARTMENTAL budget transfer:

<table>
<thead>
<tr>
<th>TRANSFER FROM: ACCT NO.</th>
<th>TITLE</th>
<th>TRANSFER TO: ACCT NO.</th>
<th>TITLE</th>
<th>AMOUNT OF TRANSFER</th>
</tr>
</thead>
<tbody>
<tr>
<td>#5000-4121-05-16</td>
<td>Complex Wide Software</td>
<td>#5000-4121-05-02</td>
<td>Part-time Employees</td>
<td>$24,000</td>
</tr>
</tbody>
</table>

Reason for Request:

(Please use reverse side if additional space is needed)

Requested By: Paul Hiller  Date: 6/28/17

Finance Department: I have reviewed the above and sufficient funds to complete said transfer:

Finance Director  Date: 6/28/17

Board of Appportionment & Taxation: The request as stated is:

APPROVED  DISAPPROVED
CITY OF SHELTON
BOARD OF APPORTIONMENT & TAXATION
INTRA-DEPARTMENTAL BUDGET TRANSFER

DEPARTMENT: Tax Collector  DATE: 6/23/17

I respectfully request approval of the below listed FY Intra-Departmental budget transfer:

<table>
<thead>
<tr>
<th>TRANSFER FROM: ACCOUNT NO. TITLE</th>
<th>TRANSFER TO: ACCOUNT NO. TITLE</th>
<th>AMOUNT OF TRANSFER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Postage</td>
<td>Postage</td>
<td>$16,900.00</td>
</tr>
<tr>
<td>1001-5400-412-40-05</td>
<td>1001-5400-412-10-02</td>
<td></td>
</tr>
<tr>
<td>Postage</td>
<td>Full-time employees</td>
<td></td>
</tr>
<tr>
<td>1001-5400-412-40-05</td>
<td>1001-5400-412-10-02</td>
<td></td>
</tr>
<tr>
<td>Postage</td>
<td>Meeting, Travel, Conf.</td>
<td>$600.00</td>
</tr>
<tr>
<td>1001-5400-412-40-05</td>
<td>1001-5400-412-11-05</td>
<td></td>
</tr>
</tbody>
</table>

Reason for Request:

(Please use reverse side if additional space is needed)

Requested By: Lisa Theroux  Date: 6/23/17

Finance Department: I have reviewed the above and sufficient funds to complete said transfer:

[Signature]  6/27/17
Finance Director

Board of Apportionment & Taxation: The request as stated is:

APPROVED  DISAPPROVED
CITY OF SHELTON  
BOARD OF APPORTIONMENT & TAXATION  
INTRA-DEPARTMENTAL BUDGET TRANSFER

DEPARTMENT: Purchasing  DATE: 6/23/17

I respectfully request approval of the below listed FY Intra-Departmental budget transfer:

<table>
<thead>
<tr>
<th>TRANSFER FROM: ACCT NO.:</th>
<th>TRANSFER TO: ACCT NO.:</th>
<th>AMOUNT OF TRANSFER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Printing &amp; Stationery</td>
<td>Equipment Purchase</td>
<td>$6,000</td>
</tr>
<tr>
<td>#001-5500-412-30-19</td>
<td>#001-5500-412-60-24</td>
<td></td>
</tr>
</tbody>
</table>

Reason for Request:

(Please use reverse side if additional space is needed)

Requested By: Gene Sullivan  Date: 6/23/17

Finance Department: I have reviewed the above and sufficient funds to complete said transfer:

DO NOT EXIST  DO EXIST

Mark A. Justice  Date: 6/27/17
Finance Director

Board of Apportionment & Taxation: The request as stated is:

APPROVED  DISAPPROVED
CITY OF SHELTON
BOARD OF APPORTIONMENT & TAXATION
INTRA-DEPARTMENTAL BUDGET TRANSFER

DEPARTMENT: Accounting DATE: 6/23/17

I respectfully request approval of the below listed FY intra-Departmental budget transfer:

<table>
<thead>
<tr>
<th>TRANSFER FROM:</th>
<th>TRANSFER TO:</th>
<th>AMOUNT OF TRANSFER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular Payroll</td>
<td>Part Time Employees</td>
<td>$4,300</td>
</tr>
<tr>
<td>#001-5700-412-10-01</td>
<td>#001-5700-412-10-02</td>
<td></td>
</tr>
<tr>
<td>Regular Payroll</td>
<td>Mileage</td>
<td>$2,216</td>
</tr>
<tr>
<td>#001-5700-412-10-01</td>
<td>#001-5700-412-11-01</td>
<td></td>
</tr>
<tr>
<td>Regular Payroll</td>
<td>Dues &amp; subscriptions</td>
<td>$1,60</td>
</tr>
<tr>
<td>#001-5700-412-10-01</td>
<td>#001-5700-412-50-01</td>
<td></td>
</tr>
</tbody>
</table>

Reason for Request:

( Please use reverse side if additional space is needed )

Requested By: [Signature] Date: 6/23/17

Finance Department: I have reviewed the above and sufficient funds to complete said transfer:

[Signature] Finance Director

Board of Apportionment & Taxation: The request as stated is:

APPROVED / DISAPPROVED
CITY OF SHELTON
BOARD OF APPORTIONMENT & TAXATION

INTRA-DEPARTMENTAL BUDGET TRANSFER

DEPARTMENT: Community Development  DATE: 6/23/17

I respectfully request approval of the below listed FY intra-departmental budget transfer:

<table>
<thead>
<tr>
<th>TRANSFER FROM:</th>
<th>TRANSFER TO:</th>
<th>AMOUNT OF TRANSFER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sheriffs Fee</td>
<td>Printing &amp; Advertising</td>
<td>$190</td>
</tr>
<tr>
<td>001-5000-4114-30-33</td>
<td>001-5000-4114-30-07</td>
<td></td>
</tr>
</tbody>
</table>

Reason for Request: ________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

(Please use reverse side if addition space is needed)

Requested By: Chulhee Defilippo  Date: 6/23/17

Finance Department: I have reviewed the above and sufficient funds to complete said transfer:

    DO EXIST

   __DO NOT EXIST

Finance Director  6/23/17

Board of Appportionment & Taxation: The request as stated is:

APPROVED  DISAPPROVED