

STAFF REPORT

AGENDA ITEM #: 18-77
COUNCIL MTG OF: June 19, 2018
FROM: Dave Caron, Town Administrator
OFFERED BY: Michael J. Gagnon, Fire Chief
PREPARED BY: Michael J. Gagnon, Fire Chief and Michael A. Fowler, Public Works Director
SUBJECT: Transfer of FY19 Funds between Departments

PURPOSE:

Recommendation to transfer FY19 facility related funds from the Prevention and Emergency Services budget to the Buildings & Grounds budget.

TOWN ADMINISTRATOR COMMENTS:

The Public Works Department is now maintaining all Fire Department facilities. As such – FY19 funds detailed below require transfer from the Prevention and Emergency Services budget to the appropriate lines in the Buildings & Grounds budget.

BACKGROUND:

The Fire Department has historically maintained their own facilities and budgeted funds for facility related repairs and maintenance in the Prevention and Emergency Services budget. During FY18 – the Fire Department and Public Works Department have worked cooperatively to transition fire station facilities repair and maintenance responsibilities to Public Works. The FY19 Prevention and Emergency Services budget currently maintains these funds.

DISCUSSION:

The Public Works Department now maintains Fire Department facilities; the funds currently in the FY19 Prevention and Emergency Services budget for facility maintenance and repair require transfer to the FY19 Buildings & Grounds budget in the appropriate lines as detailed below.

FISCAL IMPACT:

The bottom line of the FY19 Prevention and Emergency Services budget will be reduced by \$29,873; the FY19 Buildings and Grounds bottom line budget will be increase by \$29,873. The overall Town budget for FY19 will not change.

RECOMMENDED ACTION BY COUNCIL:

Approve the transfer of funds in the total amount of \$29,873 from the FY19 Prevention and Emergency Services budget to the FY19 Buildings & Grounds budget.

RECOMMENDED MOTION:

I MOVE THAT THE TOWN COUNCIL adopt Resolution #2018-033.

Fire 110 - 412	Water	\$1,850	Transfer to	B&G 180 - 412
Fire 110 – 413	Sewer	\$4,530	Transfer to	B&G 180 - 413
Fire 110 – 490	Backflow Prevention	\$543	Transfer to	B&G 180 - 490
Fire 110 – 650	Grounds Keeping	\$1,250	Transfer to	B&G 180 - 650
Fire 110 - 690720	Bldg Caps < \$10K	\$21,700	Transfer to	B&G 180 - 690720