

WOLCOTT TOWN COUNCIL

Regular Meeting

Tuesday, June 3, 2014

Council Chambers, Wolcott Town Hall

7:30 p.m.

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MINUTES

Note: These are summary minutes; a tape recording of this meeting is on file in Commission Secretary's Office in Wolcott Town Hall.

MEMBERS PRESENT: Chairman David Valletta, Vice-Chairman Gale Lanza Mastrofrancesco, Francis Masi, Roger Picard, Jeffrey Slavin, Rachel Wisler, Charles Marsella, Joseph Del Buono, and Donald Charette Sr.

MEMBERS ABSENT: None

ALSO PRESENT: Mayor Thomas G. Dunn; Linda Bruce, Municipal Finance Officer; Brian Tynan, Town Attorney; Joseph Macary, Superintendent of Schools; Patricia Najarian, Board of Education Chairperson; Board of Education Members; Taxpayers: Katie Ciarlo, Brian Smail, and Florence Goodman; et al.

APPROVAL OF MINUTES:

▪ **Regular Meeting – May 6, 2014**

Upon **MOTION** by Francis Masi, seconded by Jeffrey Slavin, it was unanimously voted to **approve** the minutes of the Regular Meeting held on May 6, 2014, with one abstention from Donald Charette.

▪ **Public Hearing – May 20, 2014**

Upon **MOTION** by Jeffrey Slavin, seconded by Roger Picard, it was unanimously voted to **approve** the minutes of the Public Hearing held on May 20, 2014, with one abstention from Donald Charette.

▪ **Workshop – May 27, 2014**

Upon **MOTION** by Roger Picard, seconded by Francis Masi, it was unanimously voted to **approve** the minutes of the Workshop held on May 27, 2014.

TAXPAYERS' TIME: (Limited to Items on the Agenda)

1. **Katie Ciarlo, of 1 Michael Terrace**, came forward and commented that she has two children who attend the Wolcott schools and noted that she is here in support of the 2014-2015 Board of Education budget. She requested that the Town Council approve the budget as proposed.

CORRESPONDENCE (on file):

1. **Finance Office Transfers, submitted by Linda Bruce**

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2. Copy of letter dated May 6th from Robin Japs advising that she is regretfully resigning from the Library Board of Directors
 3. Letter dated May 7th from Janet Tynan expressing interest in serving on the Library Board of Directors
 4. Copy of letter to the Board of Education received on May 28th from Florence Goodman, President of the Wolcott Historical Society, submitting an Alternate Plan for the current Central Office Building should the May 31st Referendum pass
 5. Submitted by State Representative Rob Sampson: Press Release Announcing that the Town of Wolcott will receive \$350,000 from the Small Town Economic Assistance Program (STEAP) to purchase property across from Wolcott High School for Open Space
 6. Letter dated May 29th from Mayor Dunn Requesting Authorization to Execute Contracts for Road Reconstruction Projects
 7. Letter dated June 2nd from Mayor Dunn regarding recommended changes to the proposed General Government Revenue & Expenditure Budgets for FY 2014-2015
 8. Board of Education Year to Date Budget Report dated 05-30-14

MAYOR'S REPORT:

Mayor Dunn came forward and reported the following:

- The Town Crew is busy with spring/summer related work
- The Memorial Day parade went very well
- They received the youth grant again; about 30-35 kids will be employed for the summer; the program will start in July
- The Park & Recreation Summer Program is all set to go and will begin on June 30th
- The Torch Run is this Thursday; it will begin at the Waterbury Lions Club about 11:45 a.m. and end at the Bristol Lions Club
- The referendum passed on Saturday May 31st; he will have information in the newspaper with respect to pending road reconstruction projects; bids need to be reviewed and awarded and contracts need to be signed

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A brief question and answer period was held and discussion followed regarding the following:

- Complaints about the Hot in Place paving process; Mayor Dunn noted that the company will be coming back to repair certain areas
- With respect to building committees, it was noted that the Road Reconstruction Building Committee is still in place and it was requested that a Board of Education member be appointed to the School Upgrades Building Committee

FINANCE OFFICER'S REPORT/TRANSFERS:

Linda Bruce came forward and reported the following:

- Six bids have been opened in the past week for road work; they were all contingent on funding approval from the referendum held on May 31st; they are starting the review process for analyzing the results; the bid for propane was opened on May 29th; none of the bids have been awarded to date
- On Thursday June 5th they will be opening bids for electricity at 9:00 a.m. and for refuse & recycling at 11:00 a.m.
- As of this date, combining current taxes, back taxes, and interest & liens fees, they are over collected by \$90,799; they still have three and half weeks to go
- Transfers were submitted for approval

Upon **MOTION** by Gale Mastrofrancesco, seconded by Jeffrey Slavin, it was unanimously voted to **approve** the following transfers in Fund 01: all transfers to and from various line items in the following departments: 112, 168, 211, & 311 totaling \$32,647.12 (**see attached**) {**reading was waived**}.

An inquiry was made with respect to the above transfer, specifically, the \$10,000 transfer within Dept. 311, at which time Mrs. Bruce explained that there is no money left from the last referendum for road patching materials. The account was exhausted from necessary repairs made to equipment due to the extended winter season and this transfer was needed for a repair to a major collapse of a catch basin at Wolcott High School.

Upon **MOTION** by Francis Masi, seconded by Jeffrey Slavin, it was unanimously voted to **approve** the following transfers: Fund 31, Farmingbury Hills Commission; all transfers to and from various line items totaling \$5,530.00 to pay for seasonal help wages and phone and electricity bills through the end of the fiscal year (**see attached**).

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Upon **MOTION** by Gale Mastrofrancesco, seconded by Jeffrey Slavin, it was unanimously voted to **approve** the following transfer: Fund 35 – Sewer Usage from #3600 Data Processing Fees \$250.00 to #8160 Bank Service Fees \$250.00 (**see attached**).

An inquiry was made with respect to the above transfer, at which time Mrs. Bruce confirmed that it is for credit card fees.

SUB-COMMITTEE AND LIAISON REPORTS:

There were no reports.

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

1. Discussion & Possible Action Regarding Appointment to the Library Board of Directors to Fill Vacancy

Upon **MOTION** by Rachel Wisler, seconded by Francis Masi, it was unanimously voted to **appoint** Janet Tynan to the Library Board of Directors.

2. Discussion & Possible Action To Authorize Mayor to Execute Contracts Relating to the Reconstruction & Repair of Various Town Roads, Roadside Elements, and Parking Lots

Mayor Dunn came forward and stated that he requested this item due to timelines involved with the bids and contracts. Linda Bruce will award the bids for any of the road work, and if he had permission to sign the contracts, it would eliminate the need to wait for a meeting or to have to call a special meeting.

Brief discussion was held after which the following motion was made:

Upon **MOTION** by Gale Mastrofrancesco, seconded by Joseph Del Buono, it was unanimously voted to **table** the following agenda item: 'Authorize Mayor to Execute Contracts Relating to the Reconstruction & Repair of Various Town Roads, Roadside Elements, and Parking Lots'.

An inquiry was made with respect to whether the same Building Committee for Road Reconstruction will continue, at which time Mayor Dunn noted that he will address that at the next meeting, as well as for the school upgrades.

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3. Adopt Town of Wolcott Budget for FY 2014-2015

A **MOTION** was offered by Gale Mastrofrancesco, seconded by Rachel Wisler, to **adopt** a General Government budget for FY 2014-2015, in the amount of \$18,694,482 (**reduced by \$450,000 from original amount per recommendation from the Mayor due to referendum vote-see attached letter**).

A roll call vote was taken and the above motion *carried* as indicated below: (9 Yes; 0 No)

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Gale Mastrofrancesco	X		
Rachel Wisler	X		
Roger Picard	X		
Jeffrey Slavin	X		
Donald Charette	X		
Francis Masi	X		
Charles Marsella	X		
Joseph Del Buono	X		

A **MOTION** was offered by Gale Mastrofrancesco, seconded by Jeffrey Slavin, to **adopt** an Education budget for FY 2014-2015 in the amount of \$32,779,867.

At this time, Vice-Chairman Mastrofrancesco read the following statement into the record: "While I have always supported our Board of Education, there was a concern along with lively discussion regarding an expense that was part of the budget and then again part of the bond package. While I approve of their request and it has very little impact on the mill rate, we should clarify with all departments that when they submit a budget all the expenses they expect to have should be included in the budget and as we always do, we approve them on merit. I am very proud of the quality of education that we provide, our Board of Education, and all departments and employees, but one of our most important responsibilities is to the taxpayer. Our charge is to provide our citizens with high quality services while always keeping in mind the cost to the taxpayer".

A roll call vote was taken and the above motion *carried* as indicated below: (9 Yes; 0 No)

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Gale Mastrofrancesco	X		
Rachel Wisler	X		
Roger Picard	X		
Jeffrey Slavin	X		
Donald Charette	X		

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Francis Masi	X
Charles Marsella	X
Joseph Del Buono	X

Chairman Valletta advised that they have a total expenditure budget for FY 2014-2015 of \$51,474,349.

A **MOTION** was offered by Gale Mastrofrancesco, seconded by Rachel Wisler to **approve** a revenue budget for FY 2014-2015 in the amount of \$17,123,609, excluding property taxes.

A roll call vote was taken and the above motion *carried* as indicated below: (9 Yes; 0 No)

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Gale Mastrofrancesco	X		
Rachel Wisler	X		
Roger Picard	X		
Jeffrey Slavin	X		
Donald Charette	X		
Francis Masi	X		
Charles Marsella	X		
Joseph Del Buono	X		

A **MOTION** was offered by Gale Mastrofrancesco, seconded by Rachel Wisler, to **set** the back tax property collection figure at \$500,000.

A roll call vote was taken and the above motion *carried* as indicated below: (9 Yes; 0 No)

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Gale Mastrofrancesco	X		
Rachel Wisler	X		
Roger Picard	X		
Jeffrey Slavin	X		
Donald Charette	X		
Francis Masi	X		
Charles Marsella	X		
Joseph Del Buono	X		

A **MOTION** was offered by Gale Mastrofrancesco, seconded by Rachel Wisler, to **set** current property taxes for FY 2014-2015 at \$33,850,740.

A roll call vote was taken and the above motion *carried* as indicated below: (9 Yes; 0 No)

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	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Gale Mastrofrancesco	X		
Rachel Wisler	X		
Roger Picard	X		
Jeffrey Slavin	X		
Donald Charette	X		
Francis Masi	X		
Charles Marsella	X		
Joseph Del Buono	X		

4. Set Mill Rate for FY 2014-2015

At this time, Chairman Valletta advised that they will proceed with the mill rate calculation, using the Grand List figure of \$1,264,734,792 (**see attached**).

Upon **MOTION** by Gale Mastrofrancesco, seconded by Rachel Wisler, it was unanimously voted to **set** the tax collection rate at 98.5%.

Chairman Valletta advised that the Grand List is now reduced by a tax collection rate of 98.5% which totals \$1,245,763,770.

A **MOTION** was offered by Gale Mastrofrancesco, seconded by Donald Charette, to **set** the mill rate at 27.17 mills.

A roll call vote was taken and the above motion *carried* as indicated below: (9 Yes; 0 No)

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Gale Mastrofrancesco	X		
Rachel Wisler	X		
Roger Picard	X		
Jeffrey Slavin	X		
Donald Charette	X		
Francis Masi	X		
Charles Marsella	X		
Joseph Del Buono	X		

At this time, Chairman Valletta thanked all of the Council members and department heads who worked very hard and put in a lot of extra hours on the budget, at which time he indicated that they are just doing their jobs by trying to save every penny that they can; it is what they were elected for.

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ITEMS FOR NEXT AGENDA:

Chairman Valletta advised that if anyone has an item to please contact himself or the Secretary.

TAXPAYERS' TIME:

1. **Brian Smail, of 131 Boundline Road** came forward and expressed his concerns regarding the extension of the walking trail. He stated that a cease and desist order was issued but the project is still proceeding.

At this time, Chairman Valletta advised that normally the Council doesn't respond at Taxpayers' Time, however, it is incorrect that there is a cease and desist on this project; the project has not even begun. He added that there was a cease and desist on the current walking trail many years ago that has nothing to do with the new plans to extend that trail.

Mr. Smail disagreed, and stated that it is all the same parcel of land, and that he has a huge concern regarding the cease and desist, in addition to many concerns connected with the trail.

2. **Florence Goodman, of 36 Peterson Lane** came forward and requested that the Council consider allowing the Wolcott Historical Society to use the Center School as a museum to house Wolcott artifacts. Mrs. Goodman next discussed the reasons as to why it is an ideal location (**Mrs. Goodman's verbatim statement is attached; also attached, letter dated 5-15-14 submitted to Council regarding same and brochure submitted**).

EXECUTIVE SESSION:

No Executive Session was held.

ADJOURNMENT:

Upon **MOTION**, by Roger Picard, seconded by Jeffrey Slavin, it was unanimously voted to **adjourn** the meeting at 8:04 p.m.

APPROVED:

Elizabeth Gaudiosi, Secretary
WOLCOTT TOWN COUNCIL

David Valletta, Chairman
WOLCOTT TOWN COUNCIL

THOMAS G. DUNN
MAYOR



OFFICE OF THE MAYOR
TOWN OF WOLCOTT

June 2, 2014

Mr. David Valletta,
Chairman Wolcott Town Council
10 Kenea Avenue
Wolcott, Ct. 06716

Dear Mr. Valletta:

Listed below are recommended changes to the Proposed General Government Revenue Budget for Fiscal Year 2014/2015.

- Revenue Account - #01-2-053-264 Local Capital Improvement Increase by \$115.00 to \$114,583.00

Due to the positive results of the bonding referendum held on Saturday, May 31, 2014 please find listed below recommended changes to the Proposed General Government Expenditure Budget for Fiscal Year 2014/2015.

- Expenditure Account - #01-3-311-1-1400 Overtime Decrease by \$15,000.00 to \$80,000.00
- Expenditure Account - #01-3-311-4-4400 Maintenance Equipment Decrease by \$15,000.00 to \$85,000.00
- Expenditure Account - #01-3-311-5-5400 Sand and Gravel Decrease by \$20,000.00 to -0-
- Expenditure Account - #01-3-311-5-5402 Road Salt/Equipment/Supplies Decrease by \$100,000.00 to -0-
- Expenditure Account - #01-3-311-7-7130 Drainage Construction Material Decrease by \$50,000.00 to -0-

Mr. David Valletta, Chairman
Wolcott Town Council
Recommended Changes Proposed General
Government Budget Fiscal Year 2014/2015

June 2, 2014

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- Expenditure Account - #01-3-311-7-7170 Road Patching/Repairs Decrease by \$250,000.00 to -0-

The expenditure reductions total \$450,000.00.

Very truly yours,



Thomas G. Dunn, Mayor

/lrb

CC: Town Council Members

Linda R. Bruce, Municipal Finance Officer

David Valletta Recommended Changes to General Government
Proposed Budget Fiscal Year 2014.2015

**TOWN OF WOLCOTT
2014/2015 BUDGET
MILL RATE CALCULATION**

EXPENDITURES

General Government Budget	<u>\$18,694,482</u>	
Education Budget	<u>\$32,779,867</u>	
Total Expenditures		<u>\$51,474,349</u>

REVENUES

Excluding Property Tax - Budget as Presented	<u>(\$17,123,609)</u>	
Net Expenditures - To be Raised by Property Tax	<u>\$34,350,740</u>	
Back Property Taxes	<u>(\$500,000)</u>	
Current Property Taxes	<u>\$33,850,740</u>	
Court Stipulations	<u>\$0</u>	

TOTAL TO BE RAISED BY TAXES \$33,850,740

Grand List - Net After Appeals Reduction \$1,264,734,792

Grand List Reduced by a Collection Rate Percentage of: **98.50%** \$1,245,763,770

MILL RATE - 2014/2015 FISCAL YEAR

Taxes		Grand List		=	
<u>\$33,850,740</u>	÷	<u>\$1,245,763,770</u>			<u>27.17</u>

CURRENT MILL RATE - 2013/2014 FISCAL YEAR 25.91

MILL RATE INCREASE / (DECREASE) 1.26

3 Chandler Dr.

Wolcott, CT 06716

May 7, 2014

Chairman David Valletta

10 Kenea Ave.

Wolcott, CT 06716

Dear Mr. Valletta and the Wolcott Town Council,

It has come to my attention that there is a vacancy on the Library Board. I am interested in serving the Library and the Wolcott Community by becoming a member of the Board. My time is limited during the day when the Friends meet and have most of their activities and I understand that the Board meets in the evening which better suits my schedule.

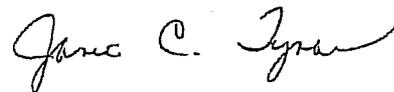
I am a lifetime member of the Friends and have been an active member of the organization for the last 20 years. I have served as their President for a number of terms and am presently serving as an Executive Board Member to advise the group. For a number of years, I served as the liaison between the Friends and the Board so I am familiar with the duties and meeting schedules.

At the present time I am also the Treasurer of the Wolcott Education Foundation and a member of the Ladies' Guild of St. Pius X Church as well as a lifetime member of the Girl Scouts. I am also a registered Democrat and have lived in Wolcott for the past 37 years.

If you have any questions, please feel free to contact me at my home at 203 879-4400 or by e-mail at janettyan@att.net.

Thank you for your time and consideration of this appointment.

Sincerely,

A handwritten signature in cursive script that reads "Janet C. Tynan".

Janet C. Tynan

THOMAS G. DUNN
MAYOR



OFFICE OF THE MAYOR
TOWN OF WOLCOTT

May 29, 2014

Mr. David Valletta, Chairman
Wolcott Town Council
10 Kenea Ave.
Wolcott, CT. 06716

Dear Chairman Valletta:

I am requesting approval, as Mayor of the Town of Wolcott, to be authorized to execute and deliver any and all documents on behalf of the Town of Wolcott, for The Reconstruction and Repair of Various Town Roads, Roadside Elements and Parking Lots, once the bids are awarded by the Municipal Finance Officer.

Sincerely,

A handwritten signature in black ink, appearing to read 'Thomas G. Dunn', is written over a horizontal line.

Thomas G. Dunn
Mayor, Town of Wolcott

Cc: Wolcott Town Council Members
Brian Tynan, Town Attorney
Linda Bruce, Municipal Finance Officer

6/3/14

Good evening: Florence Goodman, 36 Peterson Lane

I am the President of the Wolcott Historical Society and the Town Historian

I am here tonight to ask the Council to consider allowing the Historical Society to use the Center School as a museum to house our Wolcott artifacts, which we presently display at our Stone schoolhouse on Nichols Road.

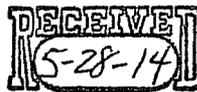
This would be an ideal location for many reasons and I'd like to list a few:

- Most importantly, there is a controlled environment, which is imperative to preserve old maps, letters, photographs, documents and other artifacts. Presently we run a dehumidifier at our museum 24/7, 365 days a year and still have problems with dampness.
- Our Stone schoolhouse could be turned back into "just" a schoolhouse museum.
- The location is ideal because it is part of the Historic District, which would allow walking tours of the Green and Edgewood Cemetery and could be open when social events take place on the Green.
- It is a much larger space; this would allow large groups of students or adults to visit in all types of weather.
- Parking is available year round unlike our schoolhouse, which is snowed in for several winter months.
- The added space would allow a room where historians and or genealogists to conduct research.
- The building is handicapped accessible for students and adults.
- There is plenty of wall space for displays, maps and photographs.
- The building has working bathrooms; our museum does not.
- The building has a walk in safe that would secure many of our irreplaceable items.

This building served as a school for many Wolcott residents for over 100 years. It's our responsibility to preserve it, and continue to allow it to serve our Town as an educational center of local history in the future.

Thank you.

Wolcott Historical Society
P.O. Box 6410
Wolcott, CT 06716



May 15, 2014

Wolcott Board of Education
154 Center St.
Wolcott, CT 06716

Dear Members of the Board,

The Wolcott Historical Society respectfully submits an alternate plan for the current central office building should the funding for the central office suite at Alcott be approved in the May 31 referendum. We would like to use it as our museum.

The building is historically significant and has been officially deemed so as a part of the Wolcott Historic District. Our current museum, housed in the Stone Schoolhouse, does not offer the space needed to exhibit our artifacts. We have had to store several items in outbuildings. Additionally the dampness of the plaster walls makes it impossible to use the limited wall space. We would like to use the present museum as a schoolhouse where we could bring classes in to acquaint them with what school was like in the past, as is done in nearby communities. For example, a May 4, 2014 newspaper article highlighted class visits to the restored Bullet Hill School in Southbury where students experienced "subject matter, school decorum, lunches, and recess games in keeping with the era".

We also respectfully request that you consider keeping the Phoenix program in the present building. When the program moved from the barn behind Frisbie to the town purchased building next to the high school, the main reason for doing so was its close proximity to the high school so school personnel would be quickly available should the need arise. It is our understanding the most pressing upgrades needed for that house are a new roof and a burner for the furnace. Certainly those costs would be less than the cost of demolishing the building. The funding for the upgrades might come from the \$75,000 already earmarked in the education budget for the demolition of the Wakelee canopy since that cost is part of the bonding package. If the bonding package is not approved, the Phoenix program would have to remain in its present location anyway.

The museum would be much more visible in the center of town where so many events take place. We anticipate opening the museum when these events, such as the summer concerts, occur. The museum in this location would be a great asset to our town center and the citizens of Wolcott. We hope you agree.

Sincerely,

A handwritten signature in cursive script that reads "Florence Goodman".

Florence Goodman

President, Wolcott Historical Society

cc:

Joseph Macary, Superintendent of Schools

Thomas Dunn, Mayor of Wolcott

Wolcott Town Council

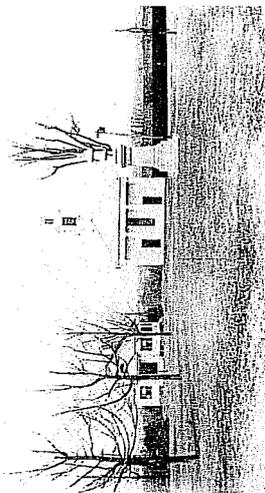
A Self-Guided Walking Tour of the Historic District

In Wolcott, Connecticut

lumber and framing timbers were used in the present building.



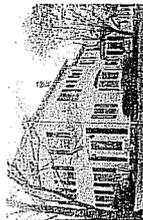
13. All Saints Episcopal Church was dedicated on November 5, 1964, but this was neither the original structure nor location. The early Episcopalian settlers attended church in Waterbury, but by 1779 their numbers had increased enough to petition the State to become a distinct Society. The Episcopal Society in Wolcott was organized on January 26, 1811. From 1811 through 1860 various ministers from surrounding towns preached at their church meetings, which were held in various member's homes. On April 5, 1830 at a public town meeting it was voted to build the church on town property on the south side of the public green. This church served the members well until it was taken down in 1893. Later meetings were held at the Stone Chapel on Nichols Road. On All Saints Day in 1961 the property belonging to the Moss Family was transferred to Episcopal Society of Connecticut to provide living quarters for the Vicar of the new All Saints Parish and in 1964 the present church was erected next to that house.



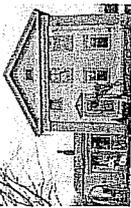
14. This Great Gray Rock or Ordinary is located south of the Episcopal Church on Bound Line Road and dates back to 1678. This was the northeast corner boundary of ancient Waterbury, which dates back to when the original settlers purchased the land from the Tunxis Indians.



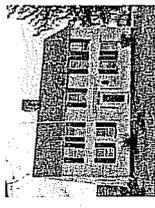
15. The 2nd Congregational Church Parsonage located at 17 Brooks Hill Road was built for Augustus Minor circa 1855. It is an excellent example of a 2 and 1/2-story Greek revival-style frame home. Throughout most of the 19th century this house was used as a parsonage for the Church.



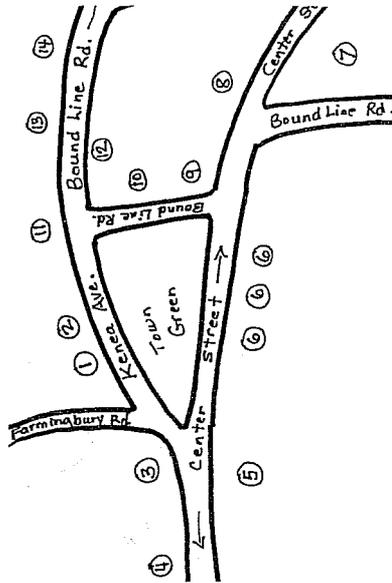
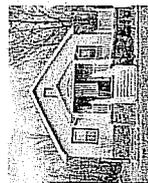
10. The David Bailey House also called the "Publick House" is a Greek Revival-style post-and-beam house located on the western side of the Green on Bound Line Road. Samuel Byington may have built an earlier part of this house in 1796 and later section built in 1844 for David and Sarah Bailey. After David Bailey's death, Sarah lived there through the late 1800s. The Hall's moved into the house in the early 1900s and lived there for many years. The present owners have lived the house since the late 1980s.



11. The Daniel Tuttle House was built for him in 1792. He lived in the house from 1792 to 1797 when he sold it to Asoph Hotchkiss. In 1852, Erastus Warner, a merchant moved into the house and later it was sold to William French who operated a store and post office on the premises. In 1918 French sold the house to Emily Tuttle Morris, daughter of a Connecticut governor. She restored this and several other houses in town. From 1924-1931 Mr. Richard Ely, an official from Chase, Brass & Copper owned the house and in 1931 he sold it to Mr. Frederick Moss who worked for Standard Oil Company of New York. On All Saint's Day in 1961 the property was transferred to the Episcopal Society of Connecticut to provide living quarters for the Vicar.



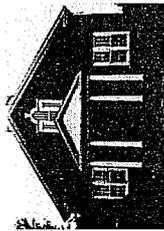
12. The Wolcott Grange is located on Bound Line Road just southwest of the Wolcott Green. This one and one-half story wood-frame structure was built on a raised fieldstone foundation. The existing building was erected in 1929 to replace an earlier structure that was located on the south side of the Green next to the present town hall. The old structure was dismantled and the



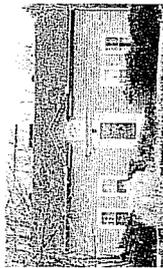
Presented By
Florence Goodman, 2012



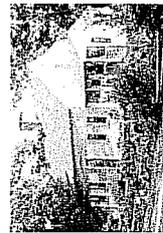
1. The Town Hall has seen major changes throughout its history, with the most recent in 1991. In Colonial times there was no separation of church and state so up until 1839 town meetings were held at the church. The Congregational Church was destroyed by fire in 1839, so after that date town meetings were held on the Green until 1856 when the town selectman purchased this old store for \$350 from Anson H. Smith. This was our first town hall and became known as "Old Town Hall". It was used for government and social events for almost 70 years.



2. In 1923 the "Old Town Hall" was replaced with a new brick Federal Revival-style structure. It went through a major renovation from 1989-91 when a State inspection revealed that the vaults were not large enough to house town documents. The new building was added on to this structure.

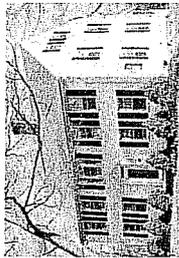


3. The Darius Wiard House is located at 1 Farmingbury Road east of the Town Hall and was built for Darius Wiard circa 1800. It is a Georgian-style post-and-beam house with a large central chimney. From 1803 to 1887 occupants included the families of: Rowe, Potter, Nichols, and Alcott. From 1887 to the early 1970s the Bronson family occupied the house.



4. The David Harrison House a post-and-beam Colonial/Federal style cape with a large central chimney is located at 228 Center Street just east of

the Green. David Harrison purchased this land from Daniel Tuttle in 1776. In 1789 he sold the house and land to Elizur Andrews. Numerous families occupied the house until 1807 when Pitman Stowe purchased it and operated an inn on the premises until 1815. It was then sold to Reverend John Keys who at the time was the minister of the Congregational Church. Later Peggy Brown owned the house, which served as a Post Office when William Brown was the Postmaster in the 1890s. Dr. John Bishop and his wife Helen owned this house in the 1950s.



5. The Bishop/Woodward House, located just east of the Congregational Church was built in 1790 for Bani Bishop. This house contains five fireplaces and many other unusual features. While Mr. Bishop owned the house it served as an inn. He also ran an adjoining store. During Reverend Woodward's ownership, it was used as a school for local men studying for the ministry at Yale and Harvard. Reverend Woodward and his family lived in the house until 1810. Around 1900, Mr. Adelbert Woods, Wolcott's last Postmaster had his headquarters in the house. Later Richard Opper owned the house and lived in it until the late 1980s when it was turned over to Mary and Bud Rogers, who later sold to it their daughter.



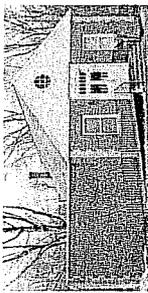
6. The Congregational Church and Parsonage are not the original structures. This Parsonage was built circa 1946 and replaces the one that is located on Brooks Hill Road. The first Parsonage was built on Bound Line Road and no longer exists. The First Congregational Church was built in 1773. The building was 48 feet long and 36 feet wide; the siding was painted white and the roof was painted red. That structure burned in 1839 and was replaced

by the present structure. Beecher Memorial Hall, which is next to the church, was presented to the townspeople under the custody of the church in 1915.

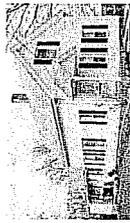


7. The Edgewood Cemetery located on Bound Line Road and Center Street was established at a town meeting in Waterbury on December 10, 1764.

Captains George Nichol and Stephen Upson Jr. were chosen to find a 1/2 acre piece of land for a burial ground. In 1798 the size was increased to 3/4 acre and by 1870 it was enlarged to almost 2 acres.



8. The original Center School built in the late 1800s burned in 1929. It was replaced in the same year with the current structure, which serves as the Superintendent of Schools' Office today.



9. The Abijah Fenn, House originally served as a general store, a blacksmith and wheelwright shop for Abijah Fenn. In 1800

Moses Todd acquired the store and later sold it to Benham and Tuttle. From 1902 until 1950 it served as a residence and Town Clerk's Office for two successive Town Clerks, Wilfred V. Warner and Minnie N. Bergin. The rear side porch entrance was the doorway for the Town Clerk's Office and a penny candy store. This house was also the home of Minnie's daughter, Elaine King, who served as Town Clerk after her mother from 1978 until 2006. The home is still owned by the same family. This family served in the Town Clerk's office for 101 continuous years.

WOLCOTT TOWN COUNCIL

**Taxpayers' Time
Sign-In Sheet**

NAME (Please Print)

ADDRESS (Please Print)

Kadie Carlo

1 Michael Terr.

Brian Smail

131 - Bourdine

Florence Goodman

316 Petersen

Blank lined area for additional sign-ins.



TOWN OF WOLCOTT

TOWN HALL • 10 Kenea Avenue

Wolcott, Connecticut 06716

Tel. (203) 879-8100 • Fax: (203) 879-8105

May 29, 2014

David Valletta, Chairman
Wolcott Town Council
10 Kenea Avenue
Wolcott, CT 06716

**RE: TRANSFERS WITHIN/BETWEEN DEPARTMENTS - FISCAL YEAR
2013/2014**

Dear Mr. Valletta:

In accordance with the provisions of the Wolcott Town Charter, I am hereby notifying you of the following transfers for Fiscal Year 2013/2014 contained in Schedule A (Fund 01), Schedule A (Fund 31) and Schedule A (Fund 35) which are attached hereto and made a part hereof.

If you have any questions, please feel free to contact me.

Sincerely,

Linda R. Bruce,
Municipal Finance Officer

LRB/sh
Enclosure

MAYOR'S ACTION:

DATE: May 29, 2014

APPROVED BY:

Thomas G. Dunn, Mayor
Town of Wolcott

COUNCIL'S ACTION:

DATE: June 3, 2014

APPROVED BY:

Chairman, Wolcott Town Council

SCHEDULE A
TRANSFERS WITHIN / BETWEEN DEPARTMENTS FUND 01
2013-2014 FISCAL YEAR - FOR REVIEW ON JUNE 3, 2014

<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>DEBIT</u>	<u>CREDIT</u>
OTHER GENERAL GOVERNMENT - 112				
	TO: 01-1-112-3-3100	POSTAGE	500.00	
	FROM: 01-1-122-4-4400	MAINTENANCE-EQUIPMENT		500.00
	Reason: To pay for postage.			
	TO: 01-1-112-3-3700	CONSULTING SERVICES	2,000.00	
	FROM: 01-1-112-8-8180	TAX REFUNDS		2,000.00
	Reason: To pay for fixed asset reporting for Fiscal Year.			
	TO: 01-1-112-3-3700	CONSULTING SERVICES	1,500.00	
	FROM: 01-1-161-1-1300	TEMPORARY HELP-INSPECTIONS		1,500.00
	Reason: To pay for radio communication system administration services.			
COMMISSION ON AGING - 168				
	TO: 01-1-168-1-1140	WAGES-OPERATIONS	5,500.00	
	FROM: 01-3-311-1-1400	OVERTIME		5,500.00
	Reason: To pay for Wages-Operations through the end of the fiscal year.			
POLICE - 211				
	TO: 01-2-211-2-2130	HEART/HYPERTENSION	3,088.12	
	FROM: 01-3-311-1-1400	OVERTIME		3,088.12
	Reason: To pay for Heart & Hypertension disability payments through end of the fiscal year.			
	TO: 01-2-211-4-4951	VEHICLE GASOLINE	4,059.00	
	FROM: 01-1-112-8-8997	OPERATING RESERVE		4,059.00
	Reason: To pay for Police cruiser gasoline.			
PUBLIC WORKS - 311				
	TO: 01-3-311-4-4951	GASOLINE	6,000.00	
	FROM: 01-3-311-1-1400	OVERTIME		4,000.00
		DIESEL		2,000.00
	Reason: To pay for gasoline cost through the end of the fiscal year.			
	TO: 01-3-311-5-5700	OPERATING SUPPLIES	10,000.00	
	FROM: 01-3-311-1-1400	OVERTIME		10,000.00
	Reason: To pay for road patching materials and miscellaneous drainage materials.			
TOTAL TRANSFERS - FUND 01			32,647.12	32,647.12

TOWN of WOLCOTT

REQUEST FOR TRANSFER

DATE: 5/28/14

REQUESTOR: Linda R. Bruce

DEPT.# 112

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>01-1-112-3-3100</u>	<u>Postage</u>	<u>500.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
FROM	<u>01-1-122-4-4400</u>	<u>Maintenance-Equipment</u>	<u>500.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>

**ALL REQUESTS FOR TRANSFERS MUST BE PRESENTED TO THE
TOWN COUNCIL FOR APPROVAL - PLEASE ENSURE
THAT ALL INFORMATION IS COMPLETE & ACCURATE**

The reasons the "to" account(s) are exhausted:

Postage volume higher than anticipated.

Transfer is needed for:

To pay for postage.

The effect on the "from" account(s):

No effect.

APPROVAL L. Bruce.....

FINANCE OFFICE USE

DATE:..... 5/28/2014

TOWN of WOLCOTT

REQUEST FOR TRANSFER

DATE: 5/28/14

REQUESTOR: Linda R. Bruce

DEPT.# 112

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>01-1-112-3-3700</u>	<u>Consulting Services</u>	<u>2,000.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
FROM	<u>01-1-112-8-8180</u>	<u>Tax Refunds</u>	<u>2,000.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>

**ALL REQUESTS FOR TRANSFERS MUST BE PRESENTED TO THE
TOWN COUNCIL FOR APPROVAL - PLEASE ENSURE
THAT ALL INFORMATION IS COMPLETE & ACCURATE**

The reasons the "to" account(s) are exhausted:

Account not exhausted.

Transfer is needed for:

To pay for fixed asset reporting for Fiscal Year.

The effect on the "from" account(s):

No effect.

APPROVAL L. Bruce.....

FINANCE OFFICE USE

DATE:..... 5/28/2014

TOWN of WOLCOTT

REQUEST FOR TRANSFER

DATE: 5/28/14

REQUESTOR: Linda R. Bruce

DEPT.# 112

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>01-1-112-3-3700</u>	<u>Consulting Services</u>	<u>1,500.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
FROM	<u>01-1-161-1-1300</u>	<u>Temporary Help-Inspections</u>	<u>1,500.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>

**ALL REQUESTS FOR TRANSFERS MUST BE PRESENTED TO THE
TOWN COUNCIL FOR APPROVAL - PLEASE ENSURE
THAT ALL INFORMATION IS COMPLETE & ACCURATE**

The reasons the "to" account(s) are exhausted:

Account not exhausted.

Transfer is needed for:

To pay for radio communication system administration services.

The effect on the "from" account(s):

No effect.

APPROVAL L. Bruce.....

FINANCE OFFICE USE

DATE:..... 5/28/2014

TOWN of WOLCOTT

REQUEST FOR TRANSFER

DATE: 5/29/14

REQUESTOR: Linda R. Bruce

DEPT.# 168

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>01-1-168-1-1140</u>	<u>Wages-Operations</u>	<u>5,500.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
FROM	<u>01-3-311-1-1400</u>	<u>Overtime</u>	<u>5,500.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>

**ALL REQUESTS FOR TRANSFERS MUST BE PRESENTED TO THE
TOWN COUNCIL FOR APPROVAL - PLEASE ENSURE
THAT ALL INFORMATION IS COMPLETE & ACCURATE**

The reasons the "to" account(s) are exhausted:

Account under budgeted.

Transfer is needed for:

To pay for Wages-Operations through the end of the fiscal year.

The effect on the "from" account(s):

No effect.

APPROVAL L. Bruce.....

FINANCE OFFICE USE

DATE:..... 5/29/2014

TOWN of WOLCOTT

REQUEST FOR TRANSFER

DATE: 5/28/14

REQUESTOR: Linda R. Bruce

DEPT.# 211

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>01-2-211-2-2130</u>	<u>Heart/Hypertension/Disability</u>	<u>3,088.12</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
FROM	<u>01-3-311-1-1400</u>	<u>Overtime</u>	<u>3,088.12</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>

**ALL REQUESTS FOR TRANSFERS MUST BE PRESENTED TO THE
TOWN COUNCIL FOR APPROVAL - PLEASE ENSURE
THAT ALL INFORMATION IS COMPLETE & ACCURATE**

The reasons the "to" account(s) are exhausted:

Account not exhausted.

Transfer is needed for:

To pay for Heart & Hypertension disability payments through the end of the fiscal year.

The effect on the "from" account(s):

No effect.

APPROVAL L. Bruce.....

FINANCE OFFICE USE

DATE:..... 5/28/2014

TOWN of WOLCOTT

REQUEST FOR TRANSFER

DATE: 5/28/14

REQUESTOR: Linda R. Bruce

DEPT.# 211

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>01-2-211-4-4951</u>	<u>Vehicle Gasoline</u>	<u>4,059.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
FROM	<u>01-1-112-8-8997</u>	<u>Operating Reserve</u>	<u>4,059.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>

**ALL REQUESTS FOR TRANSFERS MUST BE PRESENTED TO THE
TOWN COUNCIL FOR APPROVAL - PLEASE ENSURE
THAT ALL INFORMATION IS COMPLETE & ACCURATE**

The reasons the "to" account(s) are exhausted:

Account not exhausted.

Transfer is needed for:

To pay for Police Cruiser gasoline.

The effect on the "from" account(s):

No effect.

APPROVAL L. Bruce.....

FINANCE OFFICE USE

DATE:..... 5/28/2014

TOWN of WOLCOTT

REQUEST FOR TRANSFER

DATE: 5/28/14

REQUESTOR: Linda R. Bruce

DEPT.# 311

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>01-3-311-4-4951</u>	<u>Gasoline</u>	<u>6,000.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
FROM	<u>01-3-311-1-1400</u>	<u>Overtime</u>	<u>4,000.00</u>
	<u>01-3-311-4-4953</u>	<u>Diesel</u>	<u>2,000.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>

**ALL REQUESTS FOR TRANSFERS MUST BE PRESENTED TO THE
TOWN COUNCIL FOR APPROVAL - PLEASE ENSURE
THAT ALL INFORMATION IS COMPLETE & ACCURATE**

The reasons the "to" account(s) are exhausted:

Account exhausted due to extended winter storm season.

Transfer is needed for:

To pay for gasoline cost through the end of the Fiscal Year

The effect on the "from" account(s):

No effect.

APPROVAL L. Bruce.....

FINANCE OFFICE USE

DATE:..... 5/28/2014

TOWN of WOLCOTT

REQUEST FOR TRANSFER

DATE: 5/28/14

REQUESTOR: David Kalinowski

DEPT.# 311

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>01-3-311-5-5700</u>	<u>Operating Supplies</u>	<u>10,000.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
FROM	<u>01-3-311-1-1400</u>	<u>Overtime</u>	<u>10,000.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>

**ALL REQUESTS FOR TRANSFERS MUST BE PRESENTED TO THE
TOWN COUNCIL FOR APPROVAL - PLEASE ENSURE
THAT ALL INFORMATION IS COMPLETE & ACCURATE**

The reasons the "to" account(s) are exhausted:

Account exhausted due to extended winter storm season.

Transfer is needed for:

To pay for road patching materials and miscellaneous drainage materials.

The effect on the "from" account(s):

No effect.

APPROVAL L. Bruce.....

FINANCE OFFICE USE

DATE:..... 5/28/2014

SCHEDULE A
TRANSFERS WITHIN / BETWEEN DEPARTMENTS FUND 31
2013-2014 FISCAL YEAR - FOR REVIEW ON JUNE 3, 2014

<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>DEBIT</u>	<u>CREDIT</u>
FARMINGBURY HILLS COMMISSION - FUND 31				
TO:	31-5-801-1-1310	WAGES-SEASONAL HELP	2,530.00	
FROM:	31-5-801-2-2600	WORKERS COMPENSATION INS		2,530.00
Reason: To pay for Seasonal Help wages through the end of the fiscal year.				
TO:	31-5-801-4-4710	TELEPHONE	900.00	
	31-5-801-4-4911	LIGHTING-PARKING	60.00	
	31-5-801-4-4100	ELECTRICITY	2,040.00	
FROM:	31-5-801-4-4210	OUTSIDE CNTRS. REFUSE DISPOSAL		3,000.00
Reason: To pay phone and electricity bills through the end of the fiscal year.				
TOTAL TRANSFERS - FUND 31			5,530.00	5,530.00

TOWN of WOLCOTT

REQUEST FOR TRANSFER

DATE: 5/29/14

REQUESTOR: Linda R. Bruce

DEPT.# 801

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>31-5-801-1-1310</u>	<u>Wages-Seasonal Help</u>	<u>2,530.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
FROM	<u>31-5-801-2-2600</u>	<u>Workers Compensation Ins</u>	<u>2,530.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>

ALL REQUESTS FOR TRANSFERS MUST BE PRESENTED TO THE TOWN COUNCIL FOR APPROVAL - PLEASE ENSURE THAT ALL INFORMATION IS COMPLETE & ACCURATE

The reasons the "to" account(s) are exhausted:

Account under budgeted.

Transfer is needed for:

To pay for Seasonal Help wages through the end of the fiscal year.

The effect on the "from" account(s):

No effect.

APPROVAL L. Bruce

FINANCE OFFICE USE

DATE:..... 5/29/2014

REPRODUCE THIS FORM AS NECESSARY

TOWN of WOLCOTT

REQUEST FOR TRANSFER

DATE: 5/28/14

REQUESTOR: Paul Garland

DEPT.# 801

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>31-5-801-4-4710</u>	<u>Telephone</u>	<u>900.00</u>
	<u>31-5-801-4-4911</u>	<u>Lighting-Parking</u>	<u>60.00</u>
	<u>31-5-801-4-4100</u>	<u>Electricity</u>	<u>2,040.00</u>
FROM	<u>31-5-801-4-4210</u>	<u>Outside Cntrs. Refuse Disposal</u>	<u>3,000.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>

ALL REQUESTS FOR TRANSFERS MUST BE PRESENTED TO THE TOWN COUNCIL FOR APPROVAL - PLEASE ENSURE THAT ALL INFORMATION IS COMPLETE & ACCURATE

The reasons the "to" account(s) are exhausted:

Account under budgeted.

Transfer is needed for:

To pay for phone and electricity bills through the end of the fiscal year.

The effect on the "from" account(s):

No effect.

APPROVAL L. Bruce.....

FINANCE OFFICE USE

DATE:..... 5/29/2014

REPRODUCE THIS FORM AS NECESSARY

**SCHEDULE A
 TRANSFERS WITHIN / BETWEEN DEPARTMENTS FUND 35
 2013-2014 FISCAL YEAR - FOR REVIEW ON JUNE 3, 2014**

<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>DEBIT</u>	<u>CREDIT</u>
SEWER USAGE - FUND 35				
TO:	35-3-321-8-8160	BANK SERVICE FEES	250.00	
FROM:	35-3-321-3-3600	DATA PROCESSING FEES		250.00

Reason: To cover merchant service fees through the end of the fiscal year.

TOWN of WOLCOTT

REQUEST FOR TRANSFER

DATE: 5/28/14

REQUESTOR: Linda R. Bruce

FUND 35

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>35-3-321-8-8160</u>	<u>Bank Service Fees</u>	<u>250.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
FROM	<u>35-3-321-3-3600</u>	<u>Data Processing Fees</u>	<u>250.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>

**ALL REQUESTS FOR TRANSFERS MUST BE PRESENTED TO THE
TOWN COUNCIL FOR APPROVAL - PLEASE ENSURE
THAT ALL INFORMATION IS COMPLETE & ACCURATE**

The reasons the "to" account(s) are exhausted:

Account not exhausted.

Transfer is needed for:

To pay merchant services fees through the end of the fiscal year.

The effect on the "from" account(s):

No effect.

APPROVAL *L. Bruce* FINANCE OFFICE USE DATE:..... 5/28/2014