



Measure #: 2025-040

# TOWN COUNCIL MEASURE SUBMITTAL

Date: 1/10/2025 Submitted By: Town Manager Telephone #: 508-699-0100

**MEASURE DESCRIPTION:**  
 Authorization to Re-purpose Funds from Town Clerk’s CIP Digitization Project to Purchase Office Furniture in the amount of \$11,485.83.

Signed: Michael Borg

Digitally signed by Michael Borg  
 DN: c=US, ou=Town Manager, cn=Michael Borg, email=Emmborg@nattleboro.com  
 Reason: I am the author of this document  
 Location:  
 Date: 2025.01.13 10:28:17-0500  
 Foxit PDF Editor Version: 12.0.0

**PURPOSE AND JUSTIFICATION:**  
 On November 8, 2022, the Town Council unanimously approved measure 2023-015, Approval of the General Government Capital Improvement Plan Projects - FY2023 Free Cash. This measure included the Permanent Record Digitization project, an effort aimed at reducing paperwork and improving access to Town records, for \$160,000. In December 2024, the Town Clerk reported that this project is complete. The following details the remaining funds:

Org. Code	Description	Amount	
30161114	M2024-0114	\$3,500.00	3000- 1-161-000-0000-0-4114-24-538010-
30161315	M2023-015	\$7,985.83	3000-1-161-000-0000-0-2315-23-538010-
TOTAL REMAINING FUNDS:		\$11,485.83	

In December 2024, the Town Manager directed the Elections, Tax Collector and Treasurer Offices to swap locations in order to enhance inter-office coordination and effectiveness. However, the furniture in each office was uniquely designed for its previous space, and in some cases, does not serve its intended purpose in its new space.

To fund replacement furniture, the Town Manager requests the Town Council authorize to re-purpose funds from the Permanent Record Digitization project to purchase office furniture in the amount of \$11,485.83.

**SPECIAL REQUIREMENTS:**

**ATTACHMENTS:** Measure 2023-015, Town Clerk email dated 26 December 2024

**REFER TO SUB-COMMITTEE:** Finance

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PURPOSE AND JUSTIFICATION CONTINUED: