



Measure #: _____

TOWN COUNCIL MEASURE SUBMITTAL

Date: _____	Submitted By: _____	Telephone #: _____
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MEASURE DESCRIPTION:

Signed: _____

PURPOSE AND JUSTIFICATION:

SPECIAL REQUIREMENTS:

ATTACHMENTS:

REFER TO SUB-COMMITTEE:

Measure #:

TOWN COUNCIL MEASURE SUBMITTAL

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PURPOSE AND JUSTIFICATION CONTINUED:



Town of North Attleborough
Human Resources Department
North Attleborough Public Schools & Town Government

Catherine M. Calicchia
Director of Human Resources

Phone: (508) 643-2175
Fax: (508) 643-2144

August 10, 2023

To: Mike Borg, Town Manager

From: Catherine Calicchia, Human Resources Director *CMC*

Re: Library Department Measure – Frank Ward

As you are aware Frank Ward, Library Director will be retiring from his position on September 6, 2023.

At the time of his retirement, he will have his full vacation allotment of five (5) weeks on the books. As he is entitled to the payout of vacation days on the books and the Library budget does not support the payment, he is requesting a transfer of funds from the salary reserve account.

We are asking the Council's support in transferring funds as follows:

Transfer \$11,025.00 from: Salary Reserve Account Number 019498
to the Library Department Budget – Full Time Salary Line Account Number 016108/510101