

Michael Borg
Town Manager



TOWN OF NORTH ATTLEBOROUGH
43 South Washington Street
North Attleborough MA 02760
508-699-0100

INTEROFFICE MEMORANDUM

DATE: Tuesday, August 15, 2023
TO: Town Clerk
FROM: Michael Borg *mmj 15 AUG 23*
CC: Frank Ward Library Director
Linda Catanzariti Town Accountant
Cathy Calicchia Human Resources Director
RE: **Measure 2024-07-Transfer from Salary Reserve Fund to Library Salaries Line Item.**

Town Council Meeting- President Justin Paré
Measure 2024-007-Transfer from Salary Reserve Fund to Library Salaries Line Item.

Purpose and Justification:

Library Director Frank Ward is retiring on September 6, 2023. The total amount for Mr. Ward's vacation payout is \$11,025.00.

Funding for this measure will be from the Salary Reserve Line. At the time of this submittal the balance in the Salary Reserve Line was \$350,000.

Therefore, I respectfully request the Town Council vote to approve a line-item transfer in the amount of \$11,025.00 from the Salary Reserve Line Item 019498 to the Library's Budget - Full Time Salaries Line 016108/510101.

The Town Council met on August 14, 2023, and on behalf of the Town Council, a motion was made by Councilor Shanahan to approve Measure 2024-007- Transfer from Salary Reserve Fund to Library Salaries Line Item for Library Director Frank Ward's Vacation Payout.

The motion was seconded by Councilor Gregory.

Motion carried. 7-0 UNANIMOUS