



Measure #: 2024-125

TOWN COUNCIL MEASURE SUBMITTAL

Date: 6/10/2024	Submitted By: Town Manager	Telephone #: 508-699-0100
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MEASURE DESCRIPTION:
End of Year Transfers (Municipal Relief Transfers)

Signed: Michael Borg

Digitally signed by Michael Borg
DN: cn=US, ou=Town Manager, cn=Michael Borg, e=mborg@northattleborough.com
Reason: I am approving this document
Date: 2024.06.07 09:46:39-0400
Foxit PDF Editor Version: 12.0.0

PURPOSE AND JUSTIFICATION:

Purpose: The purpose of end-of-year budget transfers without additional appropriation is to ensure efficient financial management and effective utilization of available funds within the Town’s operating budget. By making these transfers, we aim to reallocate resources from underspent areas to critical areas of need, maximize the utilization of existing budgetary allocations, and maintain a balanced and responsible fiscal approach.

Justification:

- 1. Maximizing Resource Utilization:** End-of-year budget transfers allow for the optimization of available resources within the organization. Throughout the fiscal year, it is common for some budget categories to remain underutilized or underspent due to unforeseen circumstances, changes in priorities, or project delays. By transferring funds from these areas to departments or projects with higher demands or immediate needs, we can maximize resource utilization and ensure that the allocated funds are effectively utilized to achieve organizational objectives.
- 2. Responsiveness to Changing Priorities:** Over the course of a fiscal year, priorities may shift due to emerging needs or evolving circumstances. End-of-year budget transfers provide the flexibility to reallocate funds to areas that require additional resources to address these changing priorities effectively. By making such transfers, we ensure that the organization remains responsive to emerging challenges and can allocate resources where they are most needed.
- 3. Avoiding Budgetary Surpluses:** Carrying significant unspent balances into the next fiscal year surpluses. By making end-of-year budget transfers, we actively avoid accumulating surpluses, demonstrating responsible financial management, budgeting to requirement, and a commitment to utilizing funds efficiently and effectively.
- 4. Strategic Investment and Risk Mitigation:** End-of-year budget transfers offer an opportunity to strategically invest in projects or initiatives that are deemed critical for the Town’s long-term success but may have initially faced budgetary constraints. By reallocating funds to these high-priority areas, we can mitigate risks, seize opportunities, and ensure that essential projects receive the necessary financial support for successful implementation.
- 5. Maintaining Fiscal Responsibility:** Conducting end-of-year budget transfers without additional appropriation enables the organization to maintain fiscal responsibility. It ensures that any

SPECIAL REQUIREMENTS: This Measure does not require a Public Hearing.

ATTACHMENTS: Spreadsheet "Muni Relief Transfers"

REFER TO SUB-COMMITTEE: Finance

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PURPOSE AND JUSTIFICATION CONTINUED:

reallocations are made within the existing budgetary framework, without requiring additional funding from external sources. This approach promotes efficiency, accountability, and prudent financial management, aligning with best practices and demonstrating the Town's commitment to responsible stewardship of public funds.

6. Achieving Performance Targets: End-of-year budget transfers provide a mechanism for addressing budgetary shortfalls in departments or projects that are at risk of falling short of their performance targets. By reallocating funds from underutilized areas, we can bridge the financial gaps, enabling these departments or projects to meet their goals and deliver the expected outcomes. This promotes accountability, supports effective project management, and ensures that the Town's overall performance remains on track.

In conclusion, end-of-year budget transfers without additional appropriation serve the purpose of maximizing resource utilization, responsiveness to changing priorities, avoiding budgetary surpluses, strategic investment, maintaining fiscal responsibility, and achieving performance targets. By reallocating funds within the existing budget, we optimize resource allocation, respond to emerging needs, and ensure responsible financial management, ultimately supporting the organization's overall effectiveness and success.

Details of each transfer are attached to this measure as Appendix – A Transfer Details.

Therefore, in accordance with MGL Chapter 44 § 33B, I respectfully request that the Town Council vote to approve the transfer of \$ 479,666.19 from various department budgets and line items.

Town of North Attleborough
FY24 End of Year Transfers
June 6, 2024

TRANSFER FROM				TRANSFER TO			
Department	Account Name	Account #	Amount	Department	Account Name	Account #	Amount
Public Buildings	Full Time Salaries	011928 511000	\$ 5,000.00	Town Council	Clerical Salaries	011118 511001	\$ 5,000.00
Accounting	Clerical Salaries	011358 511001	1,000.00	Accounting	Travel Expenses	011359 571000	1,000.00
Library	Part Time Other Wages	016108 511107	29,336.87	Town Attorney	Legal Services	011519 530003	29,336.87
Insurance	Non-Insurable Losses	019469 574251	12,297.39	Town Attorney	Legal Services	011519 530003	12,297.39
Veterans	Appointed Dept. Heads	015438 510101	10,909.40	Town Attorney	Labor Relations	011519 530004	10,909.40
Salary Reserve	Salary Reserve	019498 518000	18,000.00	Human Resources	Appointed Dept. Heads	011528 510101	18,000.00
Human Resources	Part Time Salaries	011528 511100	10,398.00	Human Resources	Appointed Dept. Heads	011528 510101	10,398.00
Human Resources	Part Time Salaries	011528 511100	1,234.00	Human Resources	Full Time Salaries	011528 511000	1,234.00
Elections	Maint. of Election Equip.	011629 524304	2,674.20	Elections	Part Time Poll Workers	011628 511110	2,674.20
Elections	Maint. of Election Equip.	011629 524304	927.22	Elections	Regular Overtime	011628 513000	927.22
Town Manager	Clerical Salaries	011238 511001	6,000.00	Elections	Regular Overtime	011628 513000	6,000.00
Interest on Abatements	Int. on Abatements	011479 579800	2,000.00	Elections	Regular Overtime	011628 513000	2,000.00
Conservation	Appointed Dept. Heads	011718 510101	3,536.07	Elections	Regular Overtime	011628 513000	3,536.07
Public Buildings	Full Time Salaries	011928 511000	15,000.00	Public Buildings	Maint. of Building	011929 524000 ELMHS	15,000.00
DPW-Highway	Laborer Wages	014228 511008	11,000.00	DPW-Highway	Natural Gas	014229 521100	11,000.00
DPW-Highway	Laborer Wages	014228 511008	19,000.00	DPW-Highway	Vehicles Supplies-Diesel	014229 548001	19,000.00
DPW-Snow & Ice	Regular Overtime	014238 513000	7,699.04	DPW-Snow & Ice	Vehicles Supplies-S & I Parts	014239 548006	7,699.04
DPW-Snow & Ice	Premium Differential	014238 514300	500.00	DPW-Snow & Ice	Vehicles Supplies-S & I Parts	014239 548006	500.00
Treasurer	Payroll Services	011459 530013	24,000.00	Medicare Tax	Medicare Tax	019169 574300 TOWN	24,000.00
Building Inspector	Appointed Dept. Heads	012418 510101	6,000.00	Medicare Tax	Medicare Tax	019169 574300 TOWN	6,000.00
4/27/23 Issue GOB	4/27/23 Issue GOB Interest	01774719 595100	30,000.00	Medicare Tax	Medicare Tax	019169 574300 SCHL	30,000.00
Insurance	Medical Services	019469 530005	3,154.00	Liability Insurance	Insurance Premiums	019459 574000	3,154.00
Sewer	Full Time Salaries	604408 511000	70,000.00	Sewer	Maint. of Machinery	604409 524400	70,000.00
Sewer	Laborer Wages	604408 511008	30,000.00	Sewer	Maint. of Machinery	604409 524400	30,000.00
Sewer	Laborer Wages	604408 511008	10,000.00	Sewer	Maint. of Machinery	60773119 595100	10,000.00
Water	Full Time Salaries	604508 511000	15,000.00	Water	Electricity - NAED	614509 521000 ADMIN	15,000.00
Water	Full Time Salaries	604508 511000	110,000.00	Water	Water - Attleboro	614509 523001 SUPPL	110,000.00
Water	Full Time Salaries	604508 511000	25,000.00	Water	Retiree Premiums	61455029 574201	25,000.00
Total			\$ 479,666.19	Total			\$ 479,666.19