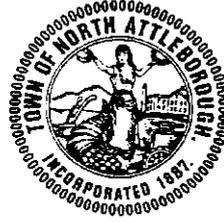


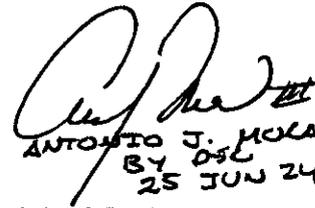
Michael Borg
Town Manager



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

INTEROFFICE MEMORANDUM

DATE: Tuesday, June 25, 2024
TO: Town Clerk Pat McNielly
FROM: Michael Borg
CC: Town Accountant Linda Catanzariti
Assistant Town Accountant Tammy Baillargeon


ANTONIO J. MOLABITO III
BY OSC
25 JUN 24

RE: Measure 2024-125-End of Year Transfers (Municipal Relief Transfers).

Town Council Meeting- President Justin Paré

Measure 2024-125-End of Year Transfers (Municipal Relief Transfers).

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

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.

The Town Council met on June 10, 2024, and on behalf of the Town Council, a motion was made by Vice-President Simmons to refer Measure 2024-125-End of Year Transfers (Municipal Relief Transfers) in the amount of \$479,666.19 to the Finance Sub-Committee for further review and consideration.

The motion was seconded by Councillor Slobogan.

Motion carried. 9-0 UNANIMOUS

The Finance Sub-Committee met on June 12, 2024, and on behalf of the Town Council, a motion was made by Councillor Donovan to refer Measure 2024-125-End of Year Transfers (Municipal Relief Transfers) in the amount of \$479,666.19 back to the Full Town Council with a favorable recommendation.

The motion was seconded by Councillor Costello.

Motion carried. 5-0 UNANIMOUS

The Town Council met on June 24, 2024, and on behalf of the Town Council, a motion was made by Vice-President Simmons to approve Measure 2024-125-End of Year Transfers (Municipal Relief Transfers) in the amount of \$479,666.19.

The motion was seconded by Councillor Slobogan.

Motion carried. 8-0 UNANIMOUS