

**TOWN OF GREAT BARRINGTON MASSACHUSETTS
FINANCE COMMITTEE MEETING AGENDA**

Wednesday June 21, 2023 at 6:00 PM

REMOTE MEETING VIA ZOOM

Please click the link below to join the Zoom Webinar:

<https://us02web.zoom.us/j/86590823213>

Webinar ID 865 9082 3213

Dial in, (audio only): 929 205 6099 (if dialing in: *6 - mute/unmute. *9 - raise hand)

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and Governor Healey's March 29, 2023 Revised Order extending remote participation by all members in any meeting of a public body, this meeting of the Great Barrington Finance Committee will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on town's website, at www.townofgb.org. For this meeting, members of the public who wish to listen to the meeting may do so in the following manner: See instructions at the top of the agenda. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means.

Pursuant to MGL, 7C 30A sec. 20(f), after notifying the Chair of the public body, any person may make a video or audio recording of an open session of a meeting of a public body or may transmit the meeting through any medium. At the beginning of the meeting, the Chair shall inform other attendees of any such recordings. Any member of the public wishing to speak at the meeting must receive permission of the Chair.

1. Call to Order and roll call vote
2. Committee Member announcements or statements
3. Town Manager Update
4. Discussion of Reserve Fund and/or year-end budget transfer requests - vote to approve.
5. Citizen Speak Time
6. Media Time
7. Adjournment

YEAR-END TRANSFER # 1

Joe Aberdale
DPW Superintendent
E-mail: jaberdale@townofgb.org
www.townofgb.org



Town Hall, 334 Main Street
Great Barrington, MA 01230
Telephone: (413) 528-0867x1

TOWN OF GREAT BARRINGTON MASSACHUSETTS

DEPARTMENT OF PUBLIC WORKS

YEAR END TRANSFER REQUEST

June 6th, 2023

TO: Finance Committee
FROM: Joe Aberdale, DPW Superintendent
RE: Payroll to Expense Transfer

I respectfully request a transfer from the Highway Overtime Account to the Buildings & Grounds Overtime Account FY23

	ACCOUNT NAME	ORG	OBJ	AMOUNT
From:	Overtime Highway	01422	51301	\$4,000.00
To:	Overtime Buildings & Grounds	01192	51301	\$4,000.00

Department Head Signature: _____

Date: 6/8/2023

Town Accountant: _____

Date: 6/12/23

Town Manager: _____

Date: 6/12/23

Finance Committee:

Selectboard:

YEAR-END TRANSFER # 2

Joe Aberdale
DPW Superintendent
E-mail: jaberdale@townofgb.org
www.townofgb.org



Town Hall, 334 Main Street
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TOWN OF GREAT BARRINGTON MASSACHUSETTS

DEPARTMENT OF PUBLIC WORKS

PAYROLL TO EXPENSE TRANSFER REQUEST

June 6th, 2023

TO: Finance Committee
FROM: Joe Aberdale, DPW Superintendent
RE: Payroll to Expense Transfer

I respectfully request a transfer from the specified payroll accounts to the chemical/supplies account. The payroll surplus was generated by positions vacant for a portion of FY23

	ACCOUNT NAME	ORG	OBJ	AMOUNT
From:	Superintendent	60442	51133	\$2,090.00
	Mechanic	60442	51134	\$14,600.00
	Plant Operator	60442	51140	\$20,400.00
To:	Chemicals/Supplies	60442	55800	\$37,090.00

Department Head Signature: _____

Date: 6/6/23

Town Accountant: _____

Date: 6/6/23

Town Manager: _____

Date: 6/6/23

Finance Committee:

Selectboard:

YEAR-END TRANSFER # 3

Joe Aberdale
DPW Superintendent
E-mail: jaberdale@townofgb.org
www.townofgb.org



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TOWN OF GREAT BARRINGTON MASSACHUSETTS

DEPARTMENT OF PUBLIC WORKS

PAYROLL TO EXPENSE TRANSFER REQUEST

May 25th, 2023

TO: Finance Committee
FROM: Joe Aberdale, DPW Superintendent
RE: Payroll to Expense Transfer

I respectfully request to transfer funds from the specified Building & Grounds Payroll accounts to the specified Highway expense accounts.

	ACCOUNT NAME	ORG	OBJ	AMOUNT
From:	CREW LEADER	01192	51106	\$10,000.00
	LABORER OPERATOR	01192	51137	\$52,000.00
			SUB-TOTAL	\$62,000.00
To:	STREET LIGHTS	01422	52110	\$6,500.00
	GAS & DIESEL	01422	54810	\$12,000.00
	STREET MAINTANENCE & REPAIRS	01422	52490	\$43,500.00
			SUB-TOTAL	\$62,000.00

Department Head Signature: _____

Date: 5/25/2023

Town Accountant: _____

Date: 6/6/23

Town Manager: _____

Date: 6/6/23

Finance Committee:

Selectboard:

YEAR-END TRANSFER # 4

Joe Aberdale
DPW Superintendent
E-mail: jaberdale@townofgb.org
www.townofgb.org



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Great Barrington, MA 01230
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TOWN OF GREAT BARRINGTON MASSACHUSETTS

DEPARTMENT OF PUBLIC WORKS

PAYROLL TO EXPENSE TRANSFER REQUEST

May 25, 2023

TO: Finance Committee
FROM: Joe Aberdale, DPW Superintendent
RE: Payroll to Expense Transfer

I respectfully request to transfer funds from the specified Highway Payroll accounts to the specified Highway Accounts to partially cover some expense overruns.

	ACCOUNT NAME	ORG	OBJ	AMOUNT
From:	DPW SUPERINTENDENT	01422	51110	\$2,600.00
	ADMINISTRATIVE ASSISTANT	01422	51113	\$250.00
	MECHANIC	01422	51134	\$1,250.00
	WORKING FOREMAN	01422	51135	\$1,380.00
	LABORER/DRIVER	01422	51136	\$3,250.00
	EQUIPMENT OPERATOR	01422	51139	\$2,000.00
			SUB-TOTAL	\$10,730.00
To:	STREET LIGHTS	01422	52110	\$10,730.00

Department Head Signature: _____

Date: 6/8/2023

Town Accountant: _____

Date: 6/8/23

Town Manager: _____

Date: 6/8/23

Finance Committee:

Selectboard:

Paul E. Storti
Chief of Police



YEAR-END TRANSFER # 5

465 Main Street
Great Barrington, MA 01230

Telephone: (413) 528-0306

Fax: (413) 528-6342

TOWN OF GREAT BARRINGTON MASSACHUSETTS

POLICE DEPARTMENT

June 7, 2023

TO: Town Accountant

FROM: Police Department

RE: Department Budget Transfer Request

I request that you transfer the following budget amount within the Police Department. We have uniform allowance money left that we would like to transfer to the uniform line to use towards our new hires uniform/equipment.

	<u>ORG.</u>	<u>OBJ.</u>	<u>ACCOUNT NAME</u>	<u>AMOUNT</u>
FROM:	01210	51920	Uniform Allowance	\$3375.00
TO:	01210	55840	Uniforms	\$3375.00

Details: Funds are available for transfer. See attached YTD budget to actual report.

Department Head Signature: _____

Date: Jun 7, 2023

Town Accountant: _____

Date: 6/8/23

Town Manager: _____

Date: 6/8/23

Finance Committee: _____

Selectboard: _____

YEAR-END TRANSFER # 6



Town Hall, 334 Main Street
Great Barrington, MA 01230

Telephone: (413) 528-1619
Fax: (413) 528-2290

TOWN OF GREAT BARRINGTON
MASSACHUSETTS

Year-End Transfer

TO: Town Accountant
RE: FY23 Year-end transfers, Council on Aging, Van Drivers

I request that you transfer the following budget amounts within my department

	<u>ACCOUNT NAME</u>	<u>ORG.</u>	<u>OBJ.</u>	<u>AMOUNT</u>
From Account:	Elderly Transportation	01541	52700	\$9,049
To Account:	Van Drivers	01541	51109	\$9,049

Department Head Signature: Joan Peters HMC Date: 6/20/23
Town Accountant: Bill Mc Date: 6/20/23
Town Manager: [Signature] Date: 6/20/23

Approved:

Finance Committee:

Selectboard:



Town Hall, 334 Main Street
Great Barrington, MA 01230

Telephone: (413) 528-1619
Fax: (413) 528-2290

TOWN OF GREAT BARRINGTON
MASSACHUSETTS

June 14, 2023

TO: Town Accountant
FROM: Assistant Town Manager / Director of Planning and Community Development
RE: FY23 year end transfers, Planning Dept.

	<u>ORG.</u>	<u>OBJ.</u>	<u>ACCOUNT NAME</u>	<u>AMOUNT</u>
FROM:	01122	51113	Administration	\$116
TO:	01177	51107	Asst Town Mgr/Planning Director	\$77
	01177	51112	Stipend-Aff Housing	\$39

Assistant Town Manager: [Signature] Date: 6/14/23
Town Manager: [Signature] Date: 6/14/23
Town Accountant: [Signature] Date: 6/14/23

Finance Committee:

Selectboard:

YEAR-END TRANSFER # 8

Interim Chief James Mead
jmead@townofgb.org
www.townofgb.org



Fire Department, 37 State Road
Great Barrington, MA 01230

Telephone: (413) 528-0788 x 4301
Fax: (413) 528-8315

TOWN OF GREAT BARRINGTON MASSACHUSETTS

Fire Department

Year-end Transfer

June 14, 2023

TO: Selectboard and Finance Committee
FROM: Interim Chief James Mead, Fire Department
RE: Year-end Transfer Request

I am respectfully requesting a transfer of funds from the following line items within my budget. Please see attached for detailed explanation.

	Org	Obj	Account Name	Amount
From:	01220	51127	Overtime	\$ 6,000
To:	01220	52450	Repair/Maintenance	\$ 6,000

Department Head: James N Mead

Date: 6-14-23

Town Accountant: [Signature]

Date: 6/14/23

Town Manager: [Signature]

Date: 6/14/23

Approved:

Finance Committee:

Selectboard:

Executive Summary

June 13, 2023

TO: Selectboard and Finance Committee

FROM: Interim Chief James Mead, Fire Department

RE: Year-end Transfer Request

I respectfully request that \$ 6,000 be transferred within our budget from our (Salaries) Overtime line item to our Repair/maintenance line item. Currently we only have \$230 remaining in our Repair/maintenance budget and have an invoice for \$5,078 for repairs made to Engine # 3 which unfortunately were unforeseen, unplanned expenses.

Engine 3 was leaking fuel which required installation of a new fuel tank. Inflation has caused parts and labor to rise faster than expected. The total cost of the repair \$ 5,078.

YEAR-END TRANSFER # 9



Town Hall, 334 Main Street
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Telephone: (413) 528-1619
Fax: (413) 528-2290

TOWN OF GREAT BARRINGTON
MASSACHUSETTS

June 16, 2023

TO: Town Accountant
FROM: Town Manager
RE: FY 23 from Selectboard Administration to Selectboard Advertising and Legal Lines

	<u>ORG.</u>	<u>OBJ.</u>	<u>ACCOUNT NAME</u>	<u>AMOUNT</u>
FROM:	01122	52000	Administration	\$11,560
TO:	01122	51200	Advertising	\$8,000
	01122	53020	Legal	\$3,560
				\$ 3,560

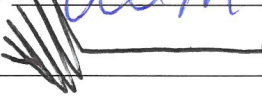
Details: Funds are available for transfer. See attached YTD budget to actual report.

Department Head: 

Date: 6/20/23

Town Accountant: 

Date: 6/20/23

Town Manager: 

Date: 6/20/23

SB: _____ FC: _____
SB: _____ FC: _____
SB: _____ FC: _____
SB: _____ FC: _____
SB: _____ FC: _____

YEAR-END TRANSFER # 10

Joe Aberdale
DPW Superintendent
E-mail: jaberdale@townofgb.org
www.townofgb.org



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TOWN OF GREAT BARRINGTON MASSACHUSETTS

DEPARTMENT OF PUBLIC WORKS

YEAR END TRANSFER REQUEST

June 16th, 2023

TO: Finance Committee
FROM: Joe Aberdale, DPW Superintendent
RE: Department to Department Transfer

I respectfully request a transfer from Buildings & Grounds Custodial Supplies to Parks & Recreation Youth Programming to cover a minor shortfall in the Youth Programming Account.

	ACCOUNT NAME	ORG	OBJ	AMOUNT
From:	B&G Custodial Supplies	01192	54500	\$150.00
To:	Parks & Recreation Youth Programming	01650	57805	\$150.00

Department Head Signature: _____

Date: 6/16/2023

Town Accountant: _____

Date: 6/20/23

Town Manager: _____

Date: 6/20/23

Finance Committee:

Selectboard:

