



Request For Transfer From the Reserve Fund

(To be submitted in triplicate)

Date January 24, 2022

Finance Committee
Town of West Tisbury

Gentlepersons:

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws.

1. Amount requested: \$1,471.75
2. To be transferred to: 135-5120 Town Accountant Personal Services
(Name of Appropriation)
3. Present balance in said appropriation: \$50,468.66
4. The amount requested will be used for: (give specific purpose)

Additional wages for working up to 25 total hours in excess of the budgeted 35 hours per week.

5. This expenditure is extraordinary and/or unforeseen for the following reasons: From FY15 through FY21, the Accountant budget contained funds to pay for either 25 or 30 hours each year for extra hours needed during the budget season. There hasn't been a need to expand regular work hours beyond the current 35 hours a week year-round but some extra hours to prepare and attend meetings during this time was warranted. With FY22 projected to be a difficult budget year, these hours were cut from the budget in response to the Finance Committee request for departments to consider lean budgets and their willingness to augment with Reserve Funds as needed. This has been a busy year not just for budget season but ongoing COVID related federal grants such that I request the reinstatement of funds to cover up to an additional 25 hours this fiscal year.

Bruce K Stone, Town Accountant
Officer or Department Head

Action of Finance Committee

Date of Meeting: _____

Number present and voting: _____

Transfer voted in the sum of _____

Transfer disapproved []

Chairman, Finance Committee

REQUEST MUST BE MADE AND TRANSFER VOTED BEFORE ANY EXPENDITURE IN EXCESS OF APPROPRIATION IS INCURRED