



# IN CITY COUNCIL

FEBRUARY 11, 2013

Marlborough, Mass., \_\_\_\_\_ PAGE 1

**ORDERED:**

That the Department of Public Works mid-year transfer request, which moves funds from and to various accounts noted on the spreadsheet, to fund line items associated with employee promotions, interim/temporary promotions due to absences and vacancies, and police overtime associated with water and sewer maintenance and repair, be and is herewith refer to **FINANCE COMMITTEE**.

CITY OF MARLBOROUGH --BUDGET TRANSFERS--									
DEPT:		PUBLIC WORKS				FISCAL YEAR:		2013	
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$4,220	\$1,500	14001103	51440	Educational Incentive	\$1,500	14001103	51310	Overtime-Regular	\$134
	Reason:	CBA payment did not need to be paid				Overtime associated with the spring/summer construction			
\$127,605	\$11,409	60085001	50850	Sewer Tr. Plt. Operator-W	\$11,409	14001303	51310	Overtime-Regular	\$13,529
	Reason:	Vacancy in position since beginning of FY 13				Based on historical data to complete FY 13			
\$127,605	\$8,000	60085001	50850	Sewer Tr. Plt. Operator-W	\$8,000	14001303	51470	Interim Foreman	\$697
	Reason:	Vacancy in position since beginning of FY 13				Based on historical data to complete FY 13			
\$127,605	\$1,000	60085001	50850	Sewer Tr. Plt. Operator-W	\$1,000	14001403	51470	Interim Foreman	\$183
	Reason:	Vacancy in position since beginning of FY 13				Funds needed to cover remainder of FY 13			
\$127,605	\$5,000	60085001	50850	Sewer Tr. Plt. Operator-W	\$5,000	14001406	54810	Rep/Maint Supplies-Veh.	\$36,043
	Reason:	Vacancy in position since beginning of FY 13				Anticipated cost needed for parts and supplies for vehicle repairs to complete FY 13			
\$144,738	\$30,000	14001501	50690	Foreman	\$30,000	14001503	50740	Equipment Operators	\$241,127
	Reason:	Vacancy in position since beginning of FY 13				Line item funded position prior to foreman promotion			
\$135,639	\$6,400	60081001	50850	Sewer Tr. Plt. Operator-E	\$6,400	14001503	51470	Interim Foreman	\$0
	Reason:	Vacancy in position since beginning of FY 13				Funds needed to cover remainder of FY 13			
\$135,639	\$2,000	60081001	50850	Sewer Tr. Plt. Operator-E	\$2,000	14001506	54630	Tree Planting	\$2,064
	Reason:	Vacancy in position since beginning of FY 13				Funds needed to cover planting on Hudson St. and Granger Blvd.			



# IN CITY COUNCIL

FEBRUARY 11, 2013

Marlborough, Mass., \_\_\_\_\_ PAGE 2

**ORDERED:**

CITY OF MARLBOROUGH -BUDGET TRANSFERS -										
DEPT:		PUBLIC WORKS				FISCAL YEAR:		2013		
Available Balance	Amount	FROM ACCOUNT:		Account Description:	Amount	TO ACCOUNT:		Account Description:	Available Balance	
		Org Code	Object			Org Code	Object			
\$135,639	\$6,000	60081001	50850	Sewage Tr. Pit. Operator-E	\$6,000	60080003	51380	Overtime W&S-Police	\$0.	
	Reason:	Vacancy in position since beginning of FY 13				Anticipated amount required to complete FY 13				
\$135,639	\$1,000	60081001	50850	Sewer Tr. Pit. Operator-E	\$1,000	60080005	54810	Repair&Maint. Supp/Veh-Sewer	\$604.	
	Reason:	Vacancy in position since beginning of FY 13				Anticipated amount required to complete FY 13				
\$135,639	\$3,500	60081001	50850	Sewer Tr. Pit. Operator-E	\$3,500	60081003	51310	Overtime -E	\$6,377	
	Reason:	Vacancy in position since beginning of FY 13				Needed because of CBA-comp. time buyback				
\$127,605	\$3,700	60085001	50850	Sewer Tr. Pit. Operator-W	\$3,700	60085003	51310	Overtime-W	\$4,966	
	Reason:	Vacancy in position since beginning of FY 13				Needed because of CBA-comp. time buyback				
\$267,405	\$4,000	61090001	50740	Equipment Operators	\$4,000	61090003	51380	Overtime W/S Police	\$0	
		Retirement / resignation				Anticipated amount required to complete FY 13				
\$267,405	\$860	61090001	50740	Equipment Operators	\$860	61090003	51990	Meal Allowances	\$1,973	
		Retirement / resignation				Anticipated amount required to complete FY 13				
\$267,405	\$15,000	61090001	50740	Equipment Operators	\$15,000	61090006	54620	Maintenance-Trenches	\$28,852	
		Retirement / resignation				Anticipated amount required to complete FY 13				
\$61,124	\$10,000	60080001	50630	Assistant Commissioner	\$10,000	61090006	54810	Rep/Maint Supplies	\$137	
		Vacancy in position at beginning of FY 13				Anticipated cost to cover FY 13				
\$61,124	\$4,959	60080001	50630	Assistant Commissioner	\$4,959	61090006	55720	Hydrant Maintenance	\$5,409	
	Reason:	Vacancy in position at beginning of FY 13				Anticipated cost to cover FY 13				
\$135,639	\$10,000	60081001	50850	Sewage Tr. Pit. Operator-E	\$10,000	61090006	55750	Water Service Constr.	\$1,127	
	Reason:	Vacancy in position since beginning of FY 13				Anticipated amount required to complete FY 13				

**ADOPTED**

ORDER NO. 13-1005318



# City of Marlborough

RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH

## Office of the Mayor

2013 FEB -7 A 11:53

140 Main Street

Marlborough, Massachusetts 01752

Tel. (508) 460-3770 Facsimile (508) 460-3698 TDD (508) 460-3610

[www.marlborough-ma.gov](http://www.marlborough-ma.gov)

2  
*Arthur G. Vigeant*  
MAYOR

*Michael C. Berry*  
EXECUTIVE AIDE

*Patricia Bernard*  
EXECUTIVE SECRETARY

February 7, 2013

City Council President Patricia Pope  
Marlborough City Council  
140 Main Street  
Marlborough, MA 01752

**Re: Transfer Request – Department of Public Works**

Honorable President Pope and Councilors:

I have enclosed for your approval a mid-year transfer request from the Department of Public Works (DPW).

The bulk of this transfer request is needed to fund line items associated with employee promotions, interim/temporary promotions due to absences and vacancies, and police overtime associated with water and sewer maintenance and repair.

Please do not hesitate to let me know if you have any further questions and thank you for your consideration.

Sincerely,

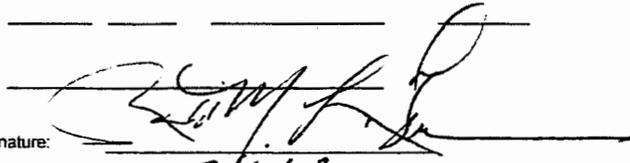
Arthur G. Vigeant  
Mayor

CITY OF MARLBOROUGH  
 --BUDGET TRANSFERS --

DEPT: PUBLIC WORKS		FISCAL YEAR: 2013							
Available Balance	Amount	FROM ACCOUNT:	TO ACCOUNT:	Available Balance					
		Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	
<u>\$4,220</u>	<u>\$1,500</u>	<u>14001103</u>	<u>51440</u>	<u>Educational Incentive</u>	<u>\$1,500</u>	<u>14001103</u>	<u>51310</u>	<u>Overtime-Regular</u>	<u>\$134</u>
	Reason:	<u>CBA payment did not need to be paid</u>				<u>Overtime associated with the spring/summer construction</u>			
<u>\$127,605</u>	<u>\$11,409</u>	<u>60085001</u>	<u>50850</u>	<u>Sewer Tr. Ptl. Operator-W</u>	<u>\$11,409</u>	<u>14001303</u>	<u>51310</u>	<u>Overtime-Regular</u>	<u>\$13,529</u>
	Reason:	<u>Vacancy in position since beginning of FY 13</u>				<u>Based on historical data to complete FY 13</u>			
<u>\$127,605</u>	<u>\$8,000</u>	<u>60085001</u>	<u>50850</u>	<u>Sewer Tr. Ptl. Operator-W</u>	<u>\$8,000</u>	<u>14001303</u>	<u>51470</u>	<u>Interim Foreman</u>	<u>\$697</u>
		<u>Vacancy in position since beginning of FY 13</u>				<u>Based on historical data to complete FY 13</u>			
<u>\$127,605</u>	<u>\$1,000</u>	<u>60085001</u>	<u>50850</u>	<u>Sewer Tr. Ptl. Operator-W</u>	<u>\$1,000</u>	<u>14001403</u>	<u>51470</u>	<u>Interim Foreman</u>	<u>\$183</u>
	Reason:	<u>Vacancy in position since beginning of FY 13</u>				<u>Funds needed to cover remainder of FY 13</u>			
<u>\$127,605</u>	<u>\$5,000</u>	<u>60085001</u>	<u>50850</u>	<u>Sewer Tr. Ptl. Operator-W</u>	<u>\$5,000</u>	<u>14001406</u>	<u>54810</u>	<u>Rep./Maint Supplies-Veh.</u>	<u>\$36,043</u>
	Reason:	<u>Vacancy in position since beginning of FY 13</u>				<u>Anticipated cost needed for parts and supplies for vehicle repairs to complete FY 13</u>			
<u>\$144,738</u>	<u>\$30,000</u>	<u>14001501</u>	<u>50690</u>	<u>Foreman</u>	<u>\$30,000</u>	<u>14001503</u>	<u>50740</u>	<u>Equipment Operators</u>	<u>\$241,127</u>
	Reason:	<u>Vacancy in position since beginning of FY 13</u>				<u>Line item funded position prior to foreman promotion</u>			
<u>\$135,639</u>	<u>\$6,400</u>	<u>60081001</u>	<u>50850</u>	<u>Sewer Tr. Ptl. Operator-E</u>	<u>\$6,400</u>	<u>14001503</u>	<u>51470</u>	<u>Interim Foreman</u>	<u>\$0</u>
	Reason:	<u>Vacancy in position since beginning of FY 13</u>				<u>Funds needed to cover remainder of FY 13</u>			
<u>\$135,639</u>	<u>\$2,000</u>	<u>60081001</u>	<u>50850</u>	<u>Sewer Tr. Ptl. Operator-E</u>	<u>\$2,000</u>	<u>14001506</u>	<u>54630</u>	<u>Tree Planting</u>	<u>\$2,064</u>
	Reason:	<u>Vacancy in position since beginning of FY 13</u>				<u>Funds needed to cover planting on Hudson St. and Granger Blvd.</u>			
	Reason:	_____				_____			

Department Head signature: \_\_\_\_\_

Date: \_\_\_\_\_

  
 \_\_\_\_\_  
 2/6/13

CITY OF MARLBOROUGH  
-BUDGET TRANSFERS -

DEPT: PUBLIC WORKS

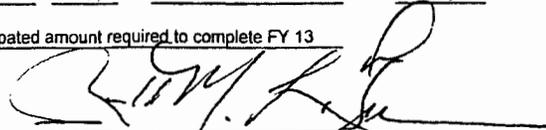
FISCAL YEAR: 2013

FROM ACCOUNT:

TO ACCOUNT:

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
<u>\$135,639</u>	<u>\$6,000</u>	<u>60081001</u>	<u>50850</u>	<u>Sewage Tr. Plt. Operator-E</u>	<u>\$6,000</u>	<u>60080003</u>	<u>51380</u>	<u>Overtime W&amp;S-Police</u>	<u>\$0</u>
	Reason:	<u>Vacancy in position since beginning of FY 13</u>				<u>Anticipated amount required to complete FY 13</u>			
<u>\$135,639</u>	<u>\$1,000</u>	<u>60081001</u>	<u>50850</u>	<u>Sewer Tr. Plt. Operator-E</u>	<u>\$1,000</u>	<u>60080005</u>	<u>54810</u>	<u>Repair&amp;Maint. Supp/Veh-Sewer</u>	<u>\$604</u>
	Reason:	<u>Vacancy in position since beginning of FY 13</u>				<u>Anticipated amount required to complete FY 13</u>			
<u>\$135,639</u>	<u>\$3,500</u>	<u>60081001</u>	<u>50850</u>	<u>Sewer Tr. Plt. Operator-E</u>	<u>\$3,500</u>	<u>60081003</u>	<u>51310</u>	<u>Overtime -E</u>	<u>\$6,377</u>
	Reason:	<u>Vacancy in position since beginning of FY 13</u>				<u>Needed because of CBA-comp. time buyback</u>			
<u>\$127,605</u>	<u>\$3,700</u>	<u>60085001</u>	<u>50850</u>	<u>Sewer Tr. Plt. Operator-W</u>	<u>\$3,700</u>	<u>60085003</u>	<u>51310</u>	<u>Overtime-W</u>	<u>\$4,966</u>
	Reason:	<u>Vacancy in position since beginning of FY 13</u>				<u>Needed because of CBA-comp. time buyback</u>			
<u>\$267,405</u>	<u>\$4,000</u>	<u>61090001</u>	<u>50740</u>	<u>Equipment Operators</u>	<u>\$4,000</u>	<u>61090003</u>	<u>51380</u>	<u>Overtime W/S Police</u>	<u>\$0</u>
		<u>Retirement / resignation</u>				<u>Anticipated amount required to complete FY 13</u>			
<u>\$267,405</u>	<u>\$860</u>	<u>61090001</u>	<u>50740</u>	<u>Equipment Operators</u>	<u>\$860</u>	<u>61090003</u>	<u>51990</u>	<u>Meal Allowances</u>	<u>\$1,973</u>
		<u>Retirement / resignation</u>				<u>Anticipated amount required to complete FY 13</u>			
<u>\$267,405</u>	<u>\$15,000</u>	<u>61090001</u>	<u>50740</u>	<u>Equipment Operators</u>	<u>\$15,000</u>	<u>61090006</u>	<u>54620</u>	<u>Maintenance-Trenches</u>	<u>\$28,852</u>
		<u>Retirement / resignation</u>				<u>Anticipated amount required to complete FY 13</u>			
<u>\$61,124</u>	<u>\$10,000</u>	<u>60080001</u>	<u>50630</u>	<u>Assistant Commissioner</u>	<u>\$10,000</u>	<u>61090006</u>	<u>54810</u>	<u>Rep/Maint Supplies</u>	<u>\$137</u>
		<u>Vacancy in position at beginning of FY 13</u>				<u>Anticipated cost to cover FY13</u>			
<u>\$61,124</u>	<u>\$4,959</u>	<u>60080001</u>	<u>50630</u>	<u>Assistant Commissioner</u>	<u>\$4,959</u>	<u>61090006</u>	<u>55720</u>	<u>Hydrant Maintenance</u>	<u>\$5,409</u>
	Reason:	<u>Vacancy in position at beginning of FY 13</u>				<u>Anticipated cost to cover FY 13</u>			
<u>\$135,639</u>	<u>\$10,000</u>	<u>60081001</u>	<u>50850</u>	<u>Sewage Tr. Plt. Operator-E</u>	<u>\$10,000</u>	<u>61090006</u>	<u>55750</u>	<u>Water Service Constr.</u>	<u>\$1,127</u>
	Reason:	<u>Vacancy in position since beginning of FY 13</u>				<u>Anticipated amount required to complete FY 13</u>			

Department Head signature:



Date:

2/6/13