

**REQUEST TO BE MADE AND TRANSFER VOTED BEFORE ANY  
EXPENDITURE IN EXCESS OF THE APPROPRIATION IS INCURRED**

DATE: 1/3/2024

TO THE MILLIS FINANCE COMMITTEE:

REQUEST IS HEREBY MADE FOR THE FOLLOWING TRANSFER FROM THE **RESERVE FUND**  
(**01132520-579000**) IN ACCORDANCE WITH CHAPTER 40, SECTION 6 OF THE MASSACHUSETTS  
GENERAL LAWS:

1. AMOUNT REQUESTED: \$ 30,000.
2. TO BE TRANSFERRED TO: 01630520 Recreation Exp.  
ACCOUNT NUMBER NAME OF APPROPRIATION
3. THE AMOUNT REQUESTED WILL BE USED FOR (GIVE SPECIFIC PURPOSE): Recreation expenses through winter 2024  
(PLEASE ATTACH ADDITIONAL PAGES WITH SUPPORTING DOCUMENTATION IF NECESSARY)
4. THIS EXPENDITURE IS EXTRAORDINARY AND/OR UNFORESEEN FOR THE FOLLOWING REASONS: underfunded expense budget.  
(PLEASE ATTACH ADDITIONAL PAGES WITH SUPPORTING DOCUMENTATION IF NECESSARY)

[Signature]  
DEPARTMENT HEAD/CHAIRPERSON

1/3/24  
DATE

**THE FOLLOWING TO BE COMPLETED BY THE TOWN ACCOUNTANT**

PRESENT BALANCE IN SAID LINE ITEM:

\$ 563.39

TOTAL BALANCE IN BUDGET:

\$ 59,809.70

[Signature]  
TOWN ACCOUNTANT

1/3/2024  
DATE

**RECOMMENDATION OF THE TOWN ADMINISTRATOR**



RECOMMENDED

☐ NOT RECOMMENDED

COMMENTS: higher utilization of programs than expected.

[Signature]  
TOWN ADMINISTRATOR

1-3-24  
DATE

**FINANCE COMMITTEE ACTION**

DATE OF MEETING \_\_\_\_\_

NUMBER PRESENT \_\_\_\_\_

AMOUNT APPROVED \$ \_\_\_\_\_