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**Town Village of Harrison
Inter-Office Memorandum**

To: Ronald Belmont, Supervisor/Mayor & Members of the Town Board
From: Maureen MacKenzie/Comptroller
Date: May 16, 2014
Re: Town Board Meeting June 4, 2014

Kindly adopt a resolution for this budget transfer:

Increase:

001-1110-100-0250	900
Court Clerk-Fixed Assets	

Decrease:

001-1110-100-0407	900
Court Clerk-Special Services	

To transfer available funds from Court Clerk Special Service Budget line to Court Clerk Fixed Assets Budget Line to cover of cost of the installation of bulletproof transaction windows.

The sum of \$900 represents the difference in cost between the initial estimate received by the Court Clerk to install bulletproof teller transaction window and the final quote which now includes areas to be protected that were not initially measured.