

To: Board of Selectmen

Cc: Town Administrator, Deputy Town Administrator

Date: January 11, 2016

Treasurer's Report for December 2015

Balance Sheet Items:

Cash balances: \$ 4,601,119 (includes emergency vehicles account)

2015 taxes outstanding: \$ 332,523(97% of commitment collected).

2014 taxes outstanding: \$ 59,485

Accounts Receivable: Includes one fourth of the 2015 homestead reimbursement, the second installment of the franchise fee, general assistance reimbursements for October, November and December, CDBG grant amounts and outstanding transfer station billings

Revenue and Expense Items:

Non-property tax revenue available to reduce taxes: \$ 1,906,324 exceeds forecast by approximately \$193,000. Excise taxes, the most significant component of this forecast exceeded the projected amount by \$110,000.

Revenues not available to reduce the commitment: \$187,552. Proceeds from the sale of the Hildreth Road property are assigned to the land acquisition and Town property improvement fund.

Legal expenditures totaled \$52,577 for the year. For the year, legal expense includes \$8,293 related to the former West Harpswell School and \$9,030 relating to Mackerel Cove. Appropriations which will lapse in part include planning (\$30,000), employee benefits (\$30,000), recycling center (\$17,000), road maintenance (\$15,000), winter sand and salt (\$22,000) marine consultant services (\$17,000) and shellfish conservation measures (\$12,000). Reserves related to the former West Harpswell School will also lapse. The combination of revenues exceeding forecasts and the lapsing of appropriations should restore a substantial portion of the excess fund balance used in 2015 to reduce the commitment.

On December 9, 2015, liens placed to secure 2013 property taxes automatically foreclosed as long as notices of impending foreclosure were sent within the required timeframe. For 2 parcels, those taxes were unpaid.

**TRIAL
BALANCE**

	December 31, 2014	December 31, 2015
Assets:		
Cash, including petty cash	\$4,992,844.63	\$4,601,118.92
Taxes Receivable:		
2015		\$332,522.17
2014	\$356,542.93	\$59,374.16
2013	\$60,710.14	\$787.51
2012	\$1,217.76	\$395.71
Prior years	\$6,398.93	\$998.74
Tax Abatements		\$1,952.50
Tax Supplement		(\$162.24)
Prepaid Expenses & Tax-Acquired Property Accounts Receivable	\$17,147.00	\$17,280.16
	\$59,503.69	\$74,903.00
TOTAL ASSETS	\$5,494,365.08	\$5,089,170.63
Liabilities and Deferred Revenues:		
Fees Collected for the State Amts Withheld (Advanced)	\$7,312.28	\$395.20
Accounts Payable and Other Liabilities	\$29,203.62	\$6,696.06
Prepaid/Overpaid Taxes & Refunds	\$5,060.61	\$4,645.39
Prepaid Mooring Fees & Licenses	\$1,900.00	\$1,375.00
Deferred Revenue	\$286,465.00	\$276,500.00
Total Liabilities & Deferred Revenues	\$329,941.51	\$289,611.65
Fund Balance:		
Interfund Liability - Special Revenue Funds* - Bandstand Fund	\$38,367.15	\$38,217.15
	\$8,242.85	\$8,242.85
Capital Project Carryover	\$1,132,738.00	\$1,132,738.00
Amounts Carried forward	\$558,720.00	\$451,788.00
Fund Balance:	\$3,426,355.57	\$3,168,572.98
TOTAL LIABILITIES & FUND BALANCE	\$5,494,365.08	\$5,089,170.63
* Recreation and grant programs		

Non-property Tax Revenues

	12/31/2014	12/31/2015	% of Forecast	Forecast
Excise taxes (auto, boat)	\$1,053,352.22	\$1,159,778.94	110.46%	\$1,050,000
Registrations (auto, boat, atv, snomobile)	\$22,299.20	\$21,287.50	96.76%	\$22,000
Permits (building, plumbing,planning bd)	\$89,912.52	\$84,705.41	99.65%	\$85,000
Fees (moorings, passports, bd of appeals)	\$87,304.00	\$84,322.85	100.86%	\$83,600
Licenses & Fines (shellfish, hunting, fishing, dogs)	\$29,703.00	\$29,503.15	116.61%	\$25,300
Franchise Fee	\$78,822.67	\$85,593.15	106.99%	\$80,000
Copies	\$3,895.15	\$3,480.10	99.43%	\$3,500
R/C & Transfer Station (fees & sales)	\$163,631.40	\$160,018.03	102.91%	\$155,500
Interest	\$6,670.15	\$6,680.15	83.50%	\$8,000
Donations	\$9,800.00	\$10,250.00	102.50%	\$10,000
Refunds and other	\$2,100.44	\$7,845.91	490.37%	\$1,600
Property Sales & Leases	\$3,473.22	\$2,200.00	88.00%	\$2,500
Interest on Prop. Tax & Lien Charges	\$20,502.04	\$21,605.79	102.88%	\$21,000
Other State Reimbursements (URIP, GA, etc.)	\$58,932.60	\$61,765.10	114.38%	\$54,000
Tower Lease	\$20,563.05	\$21,179.94	100.86%	\$21,000
FEMA MEMA reimbursement		\$3,178.97		
Purchase of West Harpswell School	\$10,000.00	\$30,000.00		
Subtotal	\$1,660,961.66	\$1,793,394.99	110.50%	\$1,623,000
Revenue Sharing	\$63,674.31	\$68,479.56	114.13%	\$60,000
Homestead Exemption & BETE	\$44,498.00	\$44,449.00	148.16%	\$30,000
Total Available to Reduce the Commitment	\$1,769,133.97	\$1,906,323.55		\$1,713,000
Recreation Fees (excluded from forecast)	\$46,907.39	\$45,205.01		
Grants & Gifts with specified purposes	\$25,855.96	\$71,318.07		
Lease payments from Harpswell Coastal Academy	\$20,000.00			
Comcast Grants	\$5,400.00	\$5,400.00		
Proceeds from Sale of Tax-acquired parcel		\$64,635.00		
Interest on Emergency Vehicle A/C	\$783.01	\$993.66		
Proceeds from long-term borrowing	\$600,000.00			
Total (Agrees to Revenue Control)	\$2,468,080.33	\$2,093,875.29		

Condensed Appropriation Control

	Expended		Appropriations & Carryovers	
	2014	2015		
General Gov't, incl. Elected Officials	\$436,940.24	\$464,661.27	\$476,604.00	97.49%
Risk Management	\$52,380.10	\$52,657.00	\$57,840.00	91.04%
Employee Benefits	\$317,916.14	\$320,687.62	\$350,257.00	91.56%
Town Departments:				
Assessing	\$68,515.14	\$70,073.14	\$76,360.00	91.77%
Codes Enforcement	\$112,534.71	\$113,646.51	\$118,172.00	96.17%
Tax Collector's Office	\$27,956.23	\$32,104.36	\$32,415.00	99.04%
Town Clerk's Office	\$43,502.75	\$43,889.16	\$53,034.00	82.76%
Town Planner	\$72,302.27	\$47,820.94	\$78,318.00	61.06%
Committees & Commissions	\$3,551.12	\$3,111.78	\$6,110.00	50.93%
Treasurer	\$22,368.17	\$27,893.51	\$28,269.00	98.67%
Harbormaster	\$39,745.37	\$43,559.95	\$43,788.00	99.48%
Animal Control	\$22,605.21	\$23,417.05	\$25,707.00	91.09%
Facilities:				
Municipal Buildings	\$75,423.93	\$71,034.75	\$85,650.00	82.94%
Cedar/Robinhood Beach	\$1,861.52	\$1,241.85	\$2,500.00	49.67%
Town Dock & Landings	\$12,390.09	\$28,977.72	\$32,524.00	89.10%
EMS Building	\$5,281.84	\$4,224.88	\$6,300.00	67.06%
Cemeteries	\$6,285.00	\$10,685.00	\$11,000.00	97.14%
Public Works:				
Recycling Ctr. & Transfer Stn.	\$329,495.03	\$305,510.65	\$323,690.00	94.38%
Road Maintenance	\$63,885.60	\$54,765.74	\$70,000.00	78.24%
Snow Removal	\$399,726.41	\$408,115.90	\$430,418.00	94.82%
Signs	\$2,285.52	\$3,431.73	\$2,500.00	137.27%
Protection & Safety:				
Law Enforcement	\$353,968.17	\$362,665.17	\$362,666.00	100.00%
Marine Patrol	\$168,364.31	\$186,640.82	\$198,855.00	93.86%
Marine Consultant	\$15,997.50	\$8,891.84	\$26,002.00	34.20%
Fire & Rescue Dept. Operations	\$180,000.00	\$180,000.00	\$180,000.00	100.00%
Paramedics, Wardens & Other	\$249,267.68	\$288,878.40	\$290,354.00	99.49%
Street Lighting	\$23,727.48	\$26,208.15	\$28,000.00	93.60%

Social & Cultural:

General Assistance	\$8,529.02	\$13,886.61	\$15,300.00	90.76%
Social Services	\$16,880.00	\$17,880.00	\$17,880.00	100.00%
Cultural	\$232,594.72	\$237,670.00	\$243,410.00	97.64%
Recreation Programs	\$68,363.98	\$61,629.57	\$14,500.00	425.03%
Recreation Dept.	\$24,336.16	\$31,492.42	\$28,899.00	108.97%
Special Projects & Capital Reserves:				
Special Projects	\$60,403.75	\$103,698.15	\$241,921.00	42.86%
Capital Reserves	\$1,018,504.78	\$574,287.87	\$1,631,499.00	35.20%
Mitchell Field	\$28,237.13	\$12,067.68	\$33,181.00	36.37%
Other:				
Contingency			\$33,318.00	0.00%
Debt Service	\$490,256.81	\$553,043.96	\$560,000.00	98.76%
Grants		\$50,987.38	\$62,520.00	81.55%
West Harpswell school	\$16,358.08	\$694.58	\$4,000.00	17.36%
Total Municipal Budget	\$5,072,741.96	\$4,842,133.11	\$6,283,761.00	
MSAD # 75	\$7,230,969.42	\$7,622,306.70		
Cumberland County	\$1,183,087.00	\$1,255,204.00		
TOTAL	\$13,486,798.38	\$13,719,643.81		

Note 1: As of December 31, Recreation Revenues totaled **\$45,205**. These revenues offset program costs.

