

To: Board of Selectmen

Cc: Town Administrator, Deputy Town Administrator

Date: April 25, 2016

Treasurer's Report for March 2016

Balance Sheet Items:

Cash balances: \$2,406,783 (include emergency vehicles account and reserves)

2015 taxes outstanding: \$ 115,588 (98.9% of commitment collected)

Other years' taxes outstanding: \$45,936 (versus \$61,556 on December 31, 2015)

Accounts receivable: \$15,643 (includes 25% of the State's 2015 homestead payment)

Revenue and Expense Items:

Non-property tax revenue available to reduce taxes: \$ 347,923 (19.02% of forecast)

Excess of non-property tax revenue over forecast, if any, will increase unassigned fund balance.

In 2016, certain appropriation line items include 4 monthly payments as amounts are due on the 1<sup>st</sup> of the month (law enforcement, marine patrol, snow removal). The April 1 payment to Midcoast Hospital was inadvertently omitted from the warrant. Certain personnel changes in 2015 impact year to year comparisons in Codes Enforcement and the Planning Office.

**TRIAL  
BALANCE**

**December 31,  
2015**                      **March 31, 2016**

<b>Assets:</b>		
Cash, including petty cash	\$4,601,168.92	\$2,406,783.06
Taxes Receivable:		
2015	\$332,522.17	\$115,588.22
2014	\$59,374.16	\$43,809.64
Other years	\$2,181.95	\$2,125.66
Tax Supplements		-\$12,260.00
Prepaid Expenses and Tax-acquired Property	\$16,650.00	\$16,650.00
Accounts Receivable	\$74,807.00	\$15,642.80
<b>TOTAL ASSETS</b>	<b>\$5,086,704.20</b>	<b>\$2,588,339.38</b>

**Liabilities and Deferred Revenues:**

Fees Collected for the State	\$395.20	\$16,973.37
Amts Withheld (Advanced on behalf of) Employees		(\$3,915.98)
Accounts Payable and Other Liabilities	\$8,027.06	\$312.00
Prepaid/Overpaid Taxes & Refunds	\$4,645.39	\$12,901.71
Prepaid Mooring Fees & Licenses	\$1,375.00	
Deferred Revenue	\$276,500.00	\$270,000.00
Total Liabilities & Deferred Revenues	\$290,942.65	\$296,271.10
<b>Fund Balance:</b>		
Interfund Liability - Special Revenue Funds*	\$44,205.35	\$44,205.35
- Bandstand Fund	\$7,278.71	\$7,278.71
Capital Project Carryover	\$822,665.00	\$822,665.00
Amounts Carried forward	\$453,771.00	\$453,771.00
Fund Balance:	\$3,467,841.49	\$964,148.22
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$5,086,704.20</b>	<b>\$2,588,339.38</b>
* Recreation and grant programs		

## Non-property Tax Revenues

	3/31/2015	3/31/2016	% of Forecast	Forecast
Excise taxes (auto, boat)	\$219,707.62	\$226,838.61	20.25%	\$1,120,000.00
Registrations (auto, boat, atv, snomobile)	\$3,883.00	\$3,979.00	18.09%	\$22,000.00
Permits (building, plumbing,planning bd)	\$16,047.60	\$12,671.90	14.91%	\$85,000.00
Fees (moorings, passports, bd of appeals)	\$13,910.00	\$18,785.00	22.47%	\$83,600.00
Licenses & Fines (shellfish, hunting, fishing, dogs)	\$14,318.75	\$20,146.95	79.63%	\$25,300.00
Franchise Fee			0.00%	\$80,000.00
Copies	\$582.00	\$836.80	23.91%	\$3,500.00
R/C & Transfer Station (fees & sales)	\$15,408.02	\$22,736.59	14.62%	\$155,500.00
Interest	\$1,679.51	\$1,557.16	19.46%	\$8,000.00
Donations	\$500.00	\$1,750.00	17.50%	\$10,000.00
Refunds and other	\$662.40	\$1,292.39	80.77%	\$1,600.00
Property Sales & Leases		\$2,798.99	111.96%	\$2,500.00
Interest on Prop. Tax & Lien Charges	\$2,555.43	\$4,336.47	20.65%	\$21,000.00
Other State Reimbursements (URIP, GA, etc.)	\$1,473.30	\$5,207.32	9.64%	\$54,000.00
Harpswell Coastal Academy	\$12,000.00			\$10,000.00
Tower Lease	\$10,433.47	\$10,746.47	51.17%	\$21,000.00
<b>Subtotal</b>	<b>\$313,161.10</b>	<b>\$333,683.65</b>	<b>19.59%</b>	<b>\$1,703,000.00</b>
Revenue Sharing	\$17,977.20	\$14,239.08	23.73%	\$60,000.00
Homestead Exemption & BETE				\$66,000.00
<b>Total Available to Reduce the Commitment</b>	<b>\$331,138.30</b>	<b>\$347,922.73</b>	<b>19.02%</b>	<b>\$1,829,000.00</b>
Recreation Fees (excluded from forecast)	\$11,478.00	\$11,594.25		
Grants & Gifts with specified purposes	\$2,565.00	\$680.00		
Comcast Grants	\$11,400.00	\$11,400.00		
Interest on Emergency Vehicle A/C	\$222.08	\$298.39		
<b>Total (Agrees to Revenue Control)</b>	<b>\$356,803.38</b>	<b>\$371,895.37</b>		

**Condensed Appropriation Control**

	Expended or Encumbered		Appropriations & Carryovers	
	2015	2016		
General Gov't, incl. Elected Officials	\$138,343.56	\$135,928.51	\$477,289	28.48%
Risk Management	\$10,357.60	\$14,548.20	\$56,393	25.80%
Employee Benefits	\$93,714.44	\$103,276.76	\$355,954	29.01%
<b>Town Departments:</b>				
Assessing	\$14,926.21	\$16,615.51	\$78,219	21.24%
Codes Enforcement	\$24,367.68	\$35,496.02	\$131,652	26.96%
Tax Collector's Office	\$5,901.59	\$6,994.08	\$34,104	20.51%
Town Clerk's Office	\$11,061.21	\$11,408.98	\$58,595	19.47%
Town Planner	\$13,904.04	\$11,457.43	\$72,132	15.88%
Committees & Commissions	\$484.56	\$896.01	\$5,110	17.53%
Treasurer	\$5,643.34	\$7,024.64	\$29,308	23.97%
Harbormaster	\$9,654.49	\$10,038.54	\$46,603	21.54%
Animal Control	\$3,913.50	\$9,919.61	\$25,933	38.25%
<b>Facilities:</b>				
Municipal Buildings	\$20,868.61	\$14,489.59	\$84,400	17.17%
Town Dock & Landings	\$70.00	\$165.50	\$78,762	0.21%
Cedar/Robinhood Beach			\$2,500	
Cemeteries			\$6,000	
<b>Public Works:</b>				
Recycling Ctr. & Transfer Stn.	\$52,901.89	\$52,355.95	\$333,971	15.68%
Road Maintenance	\$752.00	\$839.03	\$65,000	1.29%
Snow Removal	\$354,356.73	\$331,797.75	\$446,324	74.34%
Signs	\$60.00	\$473.92	\$3,000	15.80%
<b>Protection &amp; Safety:</b>				
Law Enforcement	\$118,904.61	\$121,116.03	\$356,036	34.02%
Marine Patrol	\$60,899.47	\$62,149.50	\$189,396	32.81%
Marine Specialist	\$2,632.50		\$15,000	
Fire & Rescue Dept. Operations			\$180,000	
Fire & Rescue Services - Other	\$93,594.69	\$71,383.39	\$287,914	24.79%
Street Lighting	\$5,787.17	\$5,403.16	\$29,000	18.63%
<b>Social &amp; Cultural:</b>				
General Assistance	\$6,959.92	\$4,895.72	\$15,300	32.00%
Social Services			\$18,230	
Cultural	\$33,172.75	\$33,836.25	\$250,823	

Recreation Programs	\$10,692.67	\$9,763.83	\$66,934	14.59%
Recreation Department	\$7,628.61	\$8,146.21	\$39,206	20.78%
<b>Special Projects &amp; Capital Reserves:</b>				
Special Projects	\$18,216.25	\$9,347.08	\$223,851	4.18%
Capital Reserves	\$16,980.60	\$12,881.28	\$1,408,752	0.91%
Mitchell Field	\$279.34	\$1,901.53	\$11,300	16.83%
<b>Other:</b>				
Contingency			\$12,976	
Debt Service	\$34,175.38	\$19,251.80	\$550,000	3.50%
West Harpswell School	\$694.58			
Mitchell Field Pumphouse and Tower			\$202,000	
<b>Total Municipal Budget</b>	<b>\$1,171,899.99</b>	<b>\$1,123,801.81</b>	<b>\$6,247,967</b>	<b>17.99%</b>
MSAD # 75 Cumberland County	\$1,894,748.25	\$1,916,405.10		
<b>TOTAL</b>	<b>\$3,066,648.24</b>	<b>\$3,040,206.91</b>		

