

To: Board of Selectmen

Cc: Town Administrator, Deputy Town Administrator

Date: October 11, 2016

Treasurer's Report for September 2016

Balance Sheet Items:

Cash balances: \$6,274,840 (includes emergency vehicles account and reserves). Reflects outstanding TAN financing of \$3.1 million.

2016 taxes outstanding: \$4,320,712 (62.8% of commitment collected). Outstanding 2015 and 2014 taxes are each at levels below those at the end of September 2015 reflecting improved collections.

Accounts receivable includes \$16,250 of homestead exemption reimbursement by the State.

Revenue and Expense Items:

Non-property tax revenue available to reduce taxes: \$1,460,410 (79.85 % of forecast). 2016 revenues are tracking with 2015, which was the basis for the forecast. Certain line items will exceed the forecasted amount, including, permits and perhaps fees and sales associated with the recycling center and transfer station. Licenses and fines have already exceeded the forecast, largely as a result of changes in the clam license fee schedule.

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

Generally speaking, spending patterns are following prior year after consideration of the timing of certain monthly payments.

Other Items:

The Town has received an expression of interest from the attorney for a Long Island property owner in purchasing four parcels which may have been tax-acquired a number of years ago. The Assessors' Agent has indicated that there may be as many as eight such parcels. We have located tax deeds for these parcels (the tax deed is the method by which the Town came to own the parcels) and have had a preliminary discussion with the Town's attorney as to their possible dispositions.

**TRIAL  
BALANCE****December 31,  
2015****September 30,  
2016****Assets:**

Cash, including petty cash	\$4,601,168.92	\$6,274,839.74
Taxes Receivable:		
2016		\$4,320,712.40
2015	\$332,522.17	\$50,045.55
2014	\$59,374.16	\$17,633.76
Other years	\$2,181.95	\$2,125.66
Tax Supplements		(\$12,394.40)
Tax Abatements		\$104.83
Prepaid Expenses	\$16,650.00	\$16,650.00
Accounts Receivable	\$74,807.00	\$20,138.80

**TOTAL  
ASSETS****\$5,086,704.20****\$10,689,856.34****Liabilities and Deferred Revenues:**

Fees Collected for the State	\$395.20	\$18,065.89
Amts Withheld (Advanced on behalf of) Employees		(\$4,656.26)
Accounts Payable and Other Liabilities	\$8,027.06	\$14,358.90
Prepaid/Overpaid Taxes & Refunds	\$4,645.39	\$4,625.05
Prepaid Mooring Fees & Licenses	\$1,375.00	\$100.00
Deferred Revenue	\$276,500.00	\$270,000.00
Total Liabilities & Deferred Revenues	\$290,942.65	\$302,493.58

**Fund Balance:****Commitment**

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	(\$2,565,581.94)

**TOTAL LIABILITIES & FUND BALANCE****\$5,086,704.20****\$10,689,856.34****\* Recreation and grant programs**

## Non-property Tax Revenues

	9/30/2015	9/30/2016	% of Forecast	Forecast
Excise taxes (auto, boat)	\$886,708.29	\$905,611.66	80.86%	\$1,120,000.00
Registrations (auto, boat, atv, snomobile)	\$17,143.50	\$17,066.00	77.57%	\$22,000.00
Permits (building, plumbing,planning bd)	\$67,003.53	\$74,858.41	88.07%	\$85,000.00
Fees (moorings, passports, bd of appeals)	\$82,893.00	\$79,064.00	94.57%	\$83,600.00
Licenses & Fines (shellfish, hunting, fishing, dogs)	\$26,618.15	\$28,549.65	112.84%	\$25,300.00
Franchise Fee	\$41,241.10	\$44,666.14	55.83%	\$80,000.00
Copies	\$2,622.35	\$2,576.05	73.60%	\$3,500.00
R/C & Transfer Station (fees & sales)	\$121,713.62	\$129,340.01	83.18%	\$155,500.00
Interest	\$4,257.30	\$4,724.78	59.06%	\$8,000.00
Donations	\$700.00	\$1,750.00	17.50%	\$10,000.00
Refunds and other	\$3,153.41	\$3,278.15	204.88%	\$1,600.00
Property Sales & Leases	\$2,200.00	\$3,398.99	135.96%	\$2,500.00
Interest on Prop. Tax & Lien Charges	\$13,748.79	\$12,269.90	58.43%	\$21,000.00
Other State Reimbursements (URIP, GA, etc.)	\$9,430.83	\$11,440.42	21.19%	\$54,000.00
Harpswell Coastal Academy	\$30,000.00	\$10,000.00	100.00%	\$10,000.00
Tower Lease	\$21,179.94	\$21,815.34	103.88%	\$21,000.00
FEMA/MEMA Reimbursement	\$3,173.97			
<b>Subtotal</b>	<b>\$1,333,787.78</b>	<b>\$1,350,409.50</b>	<b>79.30%</b>	<b>\$1,703,000.00</b>
Revenue Sharing	\$52,474.15	\$44,941.76	74.90%	\$60,000.00
Homestead Exemption & BETE	\$32,340.00	\$65,042.00	98.55%	\$66,000.00
<b>Total Available to Reduce the Commitment</b>	<b>\$1,418,601.93</b>	<b>\$1,460,393.26</b>	<b>79.85%</b>	<b>\$1,829,000.00</b>
Recreation Fees (excluded from forecast)	\$41,829.01	\$40,568.81		
Grants & Gifts with specified purposes	\$12,031.00	\$15,578.62		
Comcast Grants	\$5,400.00	\$5,400.00		
Proceeds from Sale of Tax-acquired Parcel	\$64,635.00			
Interest on Emergency Vehicle A/C	\$761.97	\$858.52		
<b>Total (Agrees to Revenue Control)</b>	<b>\$1,543,258.91</b>	<b>\$1,522,799.21</b>		

**Condensed Appropriation Control**

	Expended or Encumbered		Appropriations & Carryovers	
	2015	2016		
General Gov't, incl. Elected Officials	\$369,152.51	\$349,836.69	\$477,289	73.30%
Risk Management	\$49,561.40	\$51,028.10	\$56,393	90.49%
Employee Benefits	\$258,280.84	\$271,316.79	\$355,954	76.22%
<b>Town Departments:</b>				
Assessing	\$56,587.42	\$59,132.85	\$78,219	75.60%
Codes Enforcement	\$84,065.81	\$102,491.50	\$131,652	77.85%
Tax Collector's Office	\$25,910.12	\$26,197.56	\$34,104	76.82%
Town Clerk's Office	\$32,331.86	\$34,425.65	\$58,595	58.75%
Town Planner	\$26,110.11	\$47,386.06	\$72,132	65.69%
Committees & Commissions	\$1,202.10	\$2,350.77	\$5,110	46.00%
Treasurer	\$20,801.31	\$21,162.18	\$29,308	72.21%
Harbormaster	\$34,909.27	\$31,787.96	\$46,603	68.21%
Animal Control	\$19,266.29	\$17,432.20	\$25,933	67.22%
<b>Facilities:</b>				
Municipal Buildings	\$57,003.76	\$61,240.27	\$84,400	72.56%
Town Dock & Landings	\$10,522.74	\$12,458.54	\$78,762	15.82%
Cedar/Robinhood Beach	\$1,241.85	\$1,734.23	\$2,500	69.37%
Cemeteries	\$10,685.00	\$4,740.00	\$6,000	79.00%
<b>Public Works:</b>				
Recycling Ctr. & Transfer Stn.	\$218,619.67	\$243,359.38	\$333,971	72.87%
Road Maintenance	\$25,903.98	\$42,589.34	\$65,000	65.52%
Snow Removal	\$337,262.68	\$321,840.58	\$446,324	72.11%
Signs	\$3,013.12	\$1,102.06	\$3,000	36.74%
<b>Protection &amp; Safety:</b>				
Law Enforcement	\$301,687.53	\$299,329.45	\$356,036	84.07%
Marine Patrol	\$154,636.69	\$157,344.21	\$189,396	83.08%
Marine Specialist	\$5,737.50	\$2,250.00	\$15,000	15.00%
Fire & Rescue Dept. Operations	\$180,000.00	\$107,195.48	\$180,000	59.55%
Paramedics, Wardens & Other	\$241,743.83	\$236,403.21	\$287,914	82.11%
Street Lighting	\$17,944.16	\$17,588.03	\$29,000	60.65%
<b>Social &amp; Cultural:</b>				
General Assistance	\$10,586.62	\$8,894.29	\$15,300	58.13%
Social Services	\$17,880.00	\$17,030.00	\$18,230	93.42%
Cultural	\$171,837.25	\$178,801.85	\$250,823	71.29%

Recreation Programs	\$55,783.98	\$49,607.83	\$66,934	74.11%
Recreation Department	\$24,178.53	\$27,806.50	\$39,206	70.92%
<b>Special Projects &amp; Capital Reserves:</b>				
Special Projects	\$66,880.40	\$91,033.85	\$223,851	40.67%
Capital Reserves	\$515,760.98	\$461,306.00	\$1,610,752	28.64%
Mitchell Field	\$12,020.16	\$13,763.92	\$11,300	121.80%
<b>Other:</b>				
Grants		\$5,277.67	\$12,976	40.67%
Debt Service	\$297,139.21	\$286,437.00	\$550,000	52.08%
West Harpswell School	\$694.58			
<b>Total Municipal Budget</b>	<b>\$3,716,943.26</b>	<b>\$3,663,682.00</b>	\$6,247,967	58.64%
MSAD # 75	\$5,705,901.60	\$5,765,255.10		
Cumberland County	\$1,255,204.00	\$1,254,940.00		
<b>TOTAL</b>	<b>\$10,678,048.86</b>	<b>\$10,683,877.10</b>		

