



# TOWN OF OAK BLUFFS

<b>TO</b>	SELECT BOARD
<b>FROM</b>	TOWN ADMINISTRATOR & ASST TOWN ADMINISTRATOR

## 1. Department Head Updates

- **Town Administrator/Assistant Town Administrator:** Wendy was out last week but on the HR side we are advertising our seasonal positions and a few year-round positions as well. Please check out our opportunities on our website
- **Park Dept:** See attached
- **Other departments:** With school vacation occurring at the end of February, many department heads were away so we expect most of the reports for the next meeting

## 2. Financial Report

**Financial Update from Assistant Town Accountant:** Summary revenue and expenditure reports through 1/20/22, along with a monthly analysis of Local Estimate Receipts for FY21 and FY22 are attached. LER Receipts are now up considerably from this time last year. This warrant represents the completion of 65% of the fiscal year. Through this period, expenditures stand at 63.5% of budget so the town is on target to stay within the budget structure. Revenues have remained consistently positive, and we anticipate that LER Collections will exceed last year's total.

**Town Administrator comments:** Our LER collection rate relative to the FY22 Recap (what we "expected" to collect to support the FY22 Budget and Tax Rate) is now at 98% with resources still being entered into MUNIS for February. March should show solid MV Excise receipts, harbor deposits are being reported as well above prior years, and there are still two additional meals and rooms tax distributions. While impressive, we still need to remain conservative in our estimates to ensure that we remain fiscally responsible and flexible as these revenues may not remain at these levels indefinitely.

## 3. Project/Grant Updates

- **Circuit Ave:** Work continues on Circuit Ave with regular updates posted on the website. Circuit Ave will be closed on Monday 3/7 for a fire line installation and then on Wednesday 3/9 and Thursday 3/10 for road milling and leveling.



## TOWN OF OAK BLUFFS

- **Town Hall:** We moved over mid-February, and everyone is settling into their new locations. EVERYONE did a fantastic job and the reviews from residents have been positive. We are also starting to get our visits from our furry friends again which has been very missed over the past year. We look forward to scheduling an official open house and working on a time capsule for the property.
- **FEMA/MEMA blizzard relief:** An updated snowfall measure for the January 29<sup>th</sup> storm now provides us, along with Edgartown and Tisbury, the opportunity to request some financial aid which we are in the process of completing. Our initial damage assessment quickly identified 30,000 that was potentially eligible but with the formal application we will work to apply for any eligible reimbursement.

### 4. Other Updates

- **MMAAA:** The Assistant Accountant and I will be attending the Massachusetts Municipal Auditors and Accountants Association meeting next week so I will be out of the office on Monday and Tuesday March 14-15 and Carrie will be out the 16<sup>th</sup> as well so she can take the exam.
- **Climate Action Plan:** The MV Climate Action Plan Oak Bluffs workshop, as requested by Liz Durkee, is scheduled for March 30, 2022, and the invitations to the various staff, board members, and committees has been sent out.
- **Spring Clean:** April and May are right around the corner so we will be scheduling our next Town Clean-up Day shortly.
- **We continue to send our best wishes to Alice for a speedy recovery!**



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## Highway - Parks Departments January-February 2022

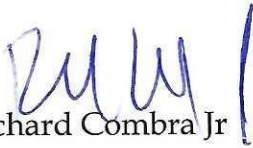
On Saturday, January 29<sup>th</sup>, 2022, winter storm Kenan hit the island with white-out conditions and strong winds. The Highway Department had seven outside contractors with snowplows, loaders and bobcats assisting with snow removal. The next two snowstorms were in the early hours of Monday, February 14<sup>th</sup> and Friday, February 25<sup>th</sup>, 2022. To date, we have purchase 353.65 tons of road salt.

There were repairs made to both 2001 Chevrolet C7500 and the 2006 Sterling sander during the snowstorms; we look forward to taking possession of the 2023 Freightliner for next year's winter storms. The Highway Department installed a new heating oil tank as we lost heat to entire building in mid-January.

The Local Drop Attendant returned to work on Monday, February 14<sup>th</sup> after his hip replacement surgery in January and one Heavy Equipment Operator remains out of work due to his knee injury. We are waiting to hear from Human Resources when/if he will be returning to work. Facilities Coordinator Ray Moreis received training on the new Town Hall's heating & cooling systems, as well as the alarm systems for the building and elevator.

The Highway Department removed the streetlamp posts from Circuit Avenue and placed them inside the Highway garage so they can be repainted. On nicer days, they collected roadside rubbish and leaves from various parks.

There are employment opportunities for both the Highway and Parks Departments for 2022 summer season. The jobs include lifeguards, assistant basketball instructors, beach/park attendants and laborers.

  
Richard Combra Jr  
Highway Superintendent/Parks Commissioner

Preliminary Fiscal Year 2022 Local Estimated Receipts By Monthly Collections (Unaudited)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD
01 MV Excise	\$ 19,857	\$ 50,566	\$ 23,641	\$ 34,214	\$ 26,872	\$ 36,131	\$ 8,301	\$ 74,484	\$ -	\$ -	\$ -	\$ -	274,065
02 Other Excise	\$ 53	\$ 15	\$ 1,023,846	\$ 4,199	\$ 3,041	\$ 1,328,001	\$ 123	\$ 136	\$ -	\$ -	\$ -	\$ -	2,359,414
03 Penalties and Interest	\$ 87,279	\$ 39,088	\$ 54,912	\$ 16,004	\$ 13,156	\$ 14,183	\$ 35,907	\$ 25,252	\$ -	\$ -	\$ -	\$ -	285,780
04 Payments in Lieu of Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
08 Charges for Services-Trash	\$ 36,550	\$ 25,266	\$ 19,512	\$ 11,188	\$ 12,819	\$ 13,183	\$ 10,365	\$ 8,064	\$ -	\$ -	\$ -	\$ -	136,947
10 Fees	\$ 10,621	\$ 11,941	\$ 7,372	\$ 6,690	\$ 9,241	\$ 5,647	\$ 16,026	\$ 6,225	\$ -	\$ -	\$ -	\$ -	73,762
11 Rentals	\$ 8,500	\$ 11,375	\$ 200	\$ 9,325	\$ 375	\$ 725	\$ 1,125	\$ 1,750	\$ -	\$ -	\$ -	\$ -	33,375
00 Dept. Revenue-School	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
13 Dept. Revenue-Library	\$ 112	\$ 255	\$ 394	\$ 45	\$ 221	\$ 101	\$ -	\$ 135	\$ -	\$ -	\$ -	\$ -	1,264
16 Other Dept. Revenue	\$ 27,031	\$ 7,209	\$ 11,416	\$ 14,041	\$ 13,446	\$ 17,821	\$ 8,323	\$ 5,581	\$ -	\$ -	\$ -	\$ -	104,868
17 Licenses and Permits	\$ 19,448	\$ 16,015	\$ 23,372	\$ 25,421	\$ 68,994	\$ 34,302	\$ 39,517	\$ 7,959	\$ -	\$ -	\$ -	\$ -	235,027
19 Fines and Forfeits	\$ 320	\$ 840	\$ 1,865	\$ 350	\$ 1,030	\$ 5,330	\$ 1,935	\$ 485	\$ -	\$ -	\$ -	\$ -	12,155
20 Investment Income	\$ 859	\$ 758	\$ 418	\$ 384	\$ 343	\$ 295	\$ 415	\$ 642	\$ -	\$ -	\$ -	\$ -	4,115
21 Other Miscellaneous-Recurring	\$ 331,871	\$ 328,880	\$ 164,813	\$ 15,125	\$ (518)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	840,170
00 Miscellaneous-Non Recurring	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total	\$ 542,500	\$ 492,208	\$ 1,331,760	\$ 136,986	\$ 149,021	\$ 1,455,718	\$ 122,036	\$ 130,713	\$ -	\$ -	\$ -	\$ -	4,360,942
Cummulative Monthly Totals	\$ 542,500	\$ 1,034,708	\$ 2,366,468	\$ 2,503,454	\$ 2,652,475	\$ 4,108,193	\$ 4,230,229	\$ 4,360,942	\$ 4,360,942	\$ 4,360,942	\$ 4,360,942	\$ 4,360,942	

Percent relative to FY21 19% 19% 92% 14% 14% 40% 41% 27%  
 Percent relative to FY22 RECAP 12% 23% 53% 56% 60% 92% 95% 98%

Est LER FY21 RECAP \$ 3,968,872  
 Est LER FY22 RECAP \$ 4,450,000  
 Past 3 yr Avg \$ 4,808,173

Preliminary Fiscal Year 2021 Local Estimated Receipts By Monthly Collections (Unaudited)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD
01 MV Excise	\$ 17,565	\$ 28,178	\$ 35,346	\$ 43,340	\$ 34,117	\$ 21,696	\$ 2,031	\$ 212,517	\$ 426,298	\$ 42,544	\$ 50,660	\$ 144,511	1,058,802
02 Other Excise	\$ -	\$ 38	\$ 82,783	\$ 853,330	\$ 25	\$ 412,308	\$ 163	\$ 2,355	\$ 111,685	\$ 582	\$ 143	\$ 211,442	1,674,854
03 Penalties and Interest	\$ 31,083	\$ 21,830	\$ 18,645	\$ 20,628	\$ 37,880	\$ 17,703	\$ 23,983	\$ 116,254	\$ 22,621	\$ 27,743	\$ 146,501	\$ 31,915	516,786
04 Payments in Lieu of Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,951	\$ -	15,951
08 Charges for Services-Trash	\$ 31,265	\$ 36,860	\$ 15,595	\$ 17,585	\$ 11,355	\$ 10,580	\$ 8,960	\$ 8,335	\$ 10,230	\$ 16,320	\$ 19,805	\$ 33,695	220,585
10 Fees	\$ 17,223	\$ 14,481	\$ 11,410	\$ 5,923	\$ 8,668	\$ 10,020	\$ 10,450	\$ (21,600)	\$ 7,817	\$ 7,601	\$ 7,508	\$ 1,794	81,294
11 Rentals	\$ 1,200	\$ 2,050	\$ 750	\$ -	\$ 1,125	\$ 350	\$ 3,200	\$ (750)	\$ 5,225	\$ 300	\$ 18,584	\$ 6,150	38,184
00 Dept. Revenue-School	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
13 Dept. Revenue-Library	\$ 53	\$ -	\$ -	\$ 61	\$ -	\$ 33	\$ 16	\$ 23	\$ 410	\$ 30	\$ 88	\$ (893)	(180)
16 Other Dept. Revenue	\$ 8,666	\$ 11,792	\$ 20,763	\$ (1,182)	\$ (331)	\$ 51,479	\$ 6,910	\$ 7,284	\$ 19,307	\$ 12,874	\$ 23,171	\$ 19,548	180,281
17 Licenses and Permits	\$ 28,395	\$ 18,935	\$ 16,640	\$ 24,244	\$ 19,933	\$ 64,194	\$ 23,085	\$ 14,068	\$ 84,698	\$ 39,095	\$ 34,063	\$ 45,122	412,472
19 Fines and Forfeits	\$ 220	\$ 33	\$ 1,571	\$ 456	\$ 435	\$ 169	\$ 270	\$ 1,124	\$ 520	\$ 893	\$ -	\$ 295	5,985
20 Investment Income	\$ 8,276	\$ 6,260	\$ 5,557	\$ 7,964	\$ 7,803	\$ 1,696	\$ 669	\$ 1,272	\$ 716	\$ 332	\$ 811	\$ 1,215	42,571
21 Other Miscellaneous-Recurring	\$ 313,472	\$ 274,170	\$ 150,702	\$ (3,929)	\$ 13,435	\$ 350	\$ -	\$ 90,689	\$ 47,164	\$ 23,278	\$ 88,935	\$ 168,816	1,167,083
00 Miscellaneous-Non Recurring	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250	250
Total	\$ 457,417	\$ 414,625	\$ 359,762	\$ 968,420	\$ 134,445	\$ 590,578	\$ 79,735	\$ 431,571	\$ 736,690	\$ 171,592	\$ 406,221	\$ 663,860	5,414,917
Cummulative Monthly Totals	\$ 457,417	\$ 872,043	\$ 1,231,804	\$ 2,200,225	\$ 2,334,670	\$ 2,925,248	\$ 3,004,983	\$ 3,436,555	\$ 4,173,245	\$ 4,344,837	\$ 4,751,057	\$ 5,414,917	

Percent relative to FY21 RECAP 12% 22% 31% 55% 59% 74% 76% 87% 105% 109% 120% 136%

Est LER FY20 RECAP \$ 4,128,000  
 Est LER FY21 RECAP \$ 3,968,872  
 Past 3 yr Avg \$ 5,889,770  
 Actual FY20 \$ 4,734,515

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TOWN OF OAK BLUFFS  
YTD REPORT

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FOR 2022 08

JOURNAL DETAIL 2022 1 TO 2022 13

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
01 GENERAL FUND							
01 MOTOR VEH EXCISE	-800,000.00	-800,000.00	-274,032.68	-74,483.70	0.00	-525,967.32	34.3%
02 OTHER EXCISE	-1,399,910.00	-1,399,910.00	-2,359,433.38	-136.00	0.00	959,523.38	168.5%
03 PENALTIES & INTEREST	-100,000.00	-100,000.00	-285,793.71	-25,252.13	0.00	185,793.71	285.8%
04 PILOT	-14,000.00	-14,000.00	0.00	0.00	0.00	-14,000.00	.0%
08 CHGS TRASH DISP	-175,000.00	-175,000.00	-136,947.00	-8,064.00	0.00	-38,053.00	78.3%
09 OTHER CHGS	0.00	0.00	1,460.89	-4.00	0.00	-1,460.89	100.0%
10 FEES	-88,500.00	-88,500.00	-73,762.01	-6,224.75	0.00	-14,737.99	83.3%
11 RENTALS	-45,000.00	-45,000.00	-31,125.00	-1,750.00	0.00	-13,875.00	69.2%
13 DEPT LIBRARY	-2,500.00	-2,500.00	-1,263.50	-135.48	0.00	-1,236.50	50.5%
16 OTHER DEPTL	-122,500.00	-122,500.00	-104,867.62	-5,581.33	0.00	-17,632.38	85.6%
17 LIC & PERMITS	-396,700.00	-396,700.00	-236,986.95	-7,959.25	0.00	-159,713.05	59.7%
19 FINES & FORFEIT	-15,000.00	-15,000.00	-12,154.50	-484.50	0.00	-2,845.50	81.0%
20 INVMT INCOME	-50,000.00	-50,000.00	-4,154.55	-642.35	0.00	-45,845.45	8.3%
21 MISC RECURRING	-950,000.00	-950,000.00	-840,170.31	0.00	0.00	-109,829.69	88.4%
TOTAL GENERAL FUND	-4,159,110.00	-4,159,110.00	-4,359,230.32	-130,717.49	0.00	200,120.32	104.8%
TOTAL REVENUES	-4,159,110.00	-4,159,110.00	-4,359,230.32	-130,717.49	0.00	200,120.32	
GRAND TOTAL	-4,159,110.00	-4,159,110.00	-4,359,230.32	-130,717.49	0.00	200,120.32	104.8%

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TOWN OF OAK BLUFFS  
YTD REPORT

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FOR 2022 08

JOURNAL DETAIL 2022 1 TO 2022 13

ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
01 GENERAL FUND						
108 OTHER GOVT SUPPORT						
228,570.00	228,570.00	100,342.50	0.00	0.00	128,227.50	43.9%
122 BOARD OF SELECTMEN						
545,961.52	545,961.52	302,104.11	38,529.95	0.00	243,857.41	55.3%
131 FINANCE COMMITTEE						
7,675.00	7,675.00	2,668.13	575.00	0.00	5,006.87	34.8%
132 FIN COMM RESERVE FD.						
50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	.0%
135 TOWN ACCOUNTANT						
162,800.00	162,800.00	101,330.32	12,220.60	0.00	61,469.68	62.2%
141 ASSESSORS						
181,617.13	181,617.13	124,408.20	13,741.60	0.00	57,208.93	68.5%
144 TREAS/COLL (FIXED P/R COST)						
4,663,337.64	4,663,337.64	3,411,006.01	284,526.07	0.00	1,252,331.63	73.1%
146 TREASURER/COLLECTOR						
243,102.46	243,102.46	169,069.19	23,983.15	0.00	74,033.27	69.5%
155 INFORMATION TECHNOLOGY						
375,424.00	375,424.00	305,240.74	34,385.71	0.00	70,183.26	81.3%
161 TOWN CLERK						
143,658.21	143,658.21	89,808.81	11,161.87	0.00	53,849.40	62.5%
163 BOARD OF REGISTRARS						
27,483.10	27,483.10	4,419.35	1,060.50	0.00	23,063.75	16.1%
171 CONSERVATION COMMISSION						
109,614.96	109,614.96	47,938.42	5,660.60	0.00	61,676.54	43.7%
175 PLANNING BOARD						
53,307.75	53,307.75	34,622.39	4,502.87	0.00	18,685.36	64.9%
199 UNCLASSIFIED (SELECTMEN)						
1,311,327.00	1,311,327.00	1,092,496.30	17,431.73	0.00	218,830.70	83.3%
210 POLICE DEPARTMENT						
2,656,120.04	2,656,120.04	1,769,619.86	213,011.76	0.00	886,500.18	66.6%
220 FIRE DEPARTMENT						
522,094.72	522,094.72	211,705.85	27,377.03	0.00	310,388.87	40.5%
231 AMBULANCE SERVICE						
504,971.40	504,971.40	242,437.12	30,636.21	0.00	262,534.28	48.0%
241 BUILDING INSPECTOR						
243,647.73	243,647.73	129,351.55	18,013.73	0.00	114,296.18	53.1%
249 SHELLFISH						
211,716.94	211,716.94	118,310.06	11,436.05	0.00	93,406.88	55.9%
291 EMERGENCY MANAGEMENT						
27,200.00	27,200.00	20,261.99	11,806.98	0.00	6,938.01	74.5%

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FOR 2022 08

JOURNAL DETAIL 2022 1 TO 2022 13

ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
296 MARINA MANAGER						
286,093.00	286,093.00	208,401.25	12,623.57	0.00	77,691.75	72.8%
300 OAK BLUFFS SCHOOL						
8,987,185.30	8,987,185.30	4,687,175.78	645,331.22	0.00	4,300,009.52	52.2%
301 MARTHA'S VINEYARD REG HS						
5,473,468.48	5,473,468.48	4,105,101.36	0.00	0.00	1,368,367.12	75.0%
421 HIGHWAY-ADMINISTRATION						
1,736,153.86	1,736,153.86	1,234,558.06	137,493.08	0.00	501,595.80	71.1%
519 BOARD OF HEALTH						
245,914.23	245,914.23	118,094.05	10,856.19	0.00	127,820.18	48.0%
541 COUNCIL ON AGING						
124,382.22	124,382.22	81,746.36	9,310.00	0.00	42,635.86	65.7%
543 VETERANS' SERVICES						
60,500.00	60,500.00	28,198.66	3,880.13	0.00	32,301.34	46.6%
610 LIBRARY						
576,002.43	576,002.43	351,460.56	45,134.01	0.00	224,541.87	61.0%
612 ARTS COUNCIL						
2,000.00	2,000.00	2,000.00	0.00	0.00	0.00	100.0%
630 PARKS AND RECREATION						
197,506.20	197,506.20	168,497.40	0.00	0.00	29,008.80	85.3%
710 MATURING DEBT-PRINCIPAL						
2,459,102.48	2,459,102.48	1,274,102.48	0.00	0.00	1,185,000.00	51.8%
750 MATURING DEBT-INTEREST						
871,957.79	871,957.79	642,237.35	103,621.88	0.00	229,720.44	73.7%
760 MATURING BAN-INTEREST						
50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	.0%
TOTAL GENERAL FUND						
33,339,895.59	33,339,895.59	21,178,714.21	1,728,311.49	0.00	12,161,181.38	63.5%
GRAND TOTAL						
33,339,895.59	33,339,895.59	21,178,714.21	1,728,311.49	0.00	12,161,181.38	63.5%

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