



# TOWN OF OAK BLUFFS

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

## 1. Department Head Updates

### **Assistant Town Administrator/HR update:**

We have filled the Assessors and Local Inspector positions and are looking forward to Kristina and Adam joining the Oak Bluffs Team on July 1.

The Assistant Treasurer- Collector vacancy is still accepting applications up to May 25. I encourage anyone with a financial and banking background, or who are in office administration including people with Human Resources experience and who are looking to expand their resume, to check out the posting on the JOBS page on the Town's website.

<https://www.oakbluffsma.gov/Jobs.aspx>

Board and Committee Vacancies:

We have several open spots within our Board and Committees that we are inviting Oak Bluffs residents to volunteer for. They can contact the Assistant Town Administrator or go to the Board and Committee vacancy webpage on the Town's website to view current openings. It has links and information on how to send in an application or letter to the Select Board Executive Assistant.

<https://www.oakbluffsma.gov/332/Board-Committee-Vacancies-How-to-Apply>

There will be a notice in the public notices section of the local newspapers, on Facility notice boards and of course word-of-mouth is always helpful.

## 2. Financial Report

**Financial Update: Assistant Accountant** Attached copies of the financial reports through our 22-24 warrant, dated 06/02/22. LER to date is an impressive \$6,103,494 which is approximately \$1.6 million over our FY22 recap estimate and \$688,577 over FY21 actuals. We still have June receipts to record and we are anticipating a fourth meals/rooms tax distribution any day now. Our expenses are currently at 88% year to date with a target percentage of 92%.



## TOWN OF OAK BLUFFS

The accounting department is working with department heads as the close of year approaches to be sure we stay on track with expenses, deadlines, and procedures.

**TA/Accountant comments** LER Other Charges (09) decrease is the annual reclassification of Separate Inspector fees to the Building Separate Inspector Revolving Fund. LER's are currently up approximately 12% with several significant revenue deposits/distributions to be recorded. Expenses were updated with pending warrant 20-25 with current expenses at 90.75% vs projected at 96.15. We had a significant refund from the MVRHS and a smaller County refund which if not received would have resulted in expenses recorded at approximately 92% which is still less that anticipated for this time of the fiscal year.

### 3. Project/Grant Updates

- **North Bluff Bulkhead:** We are still awaiting the results of the field testing and laboratory work from the inspection of occurred on May 5 & 6. As soon as the results are available, we will review the findings and recommendations to determine the best course of action.
- **Circuit Ave:** A final walkthrough was conducted on June 10. The two semi-circle benches closest to Healy Square will be removed. When they are occupied and people are sitting on the step in front of the ice cream & clothing store the sidewalk gets too narrow. The pavement still needs some additional time to cure/harden but we will monitor its condition throughout the summer

The Lake Ave painting is scheduled for Wednesday, June 15 and Thursday, June 16<sup>th</sup>. Wednesday evening the Highway department will start blocking off the spaces so the grinding/painting can occur on Thursday. We will update the Town's website and other media to get the word out.

- **Community Compact IT Fiber Grant:** We were awarded \$133,875 as part of the Community Compact Municipal Fiber Grant Program for a last-minute grant that we elected to apply for. Our plans are to create the initial fiber/broadband network for the town between the Town hall and the Marina with the intent that the fiber/broadband service will be scalable so additional areas can be added in the future to address other interest of the town such as primary or redundant access for remote work, enhanced security, reduction of costs, and other potential benefits as technology and demands rapidly change.

### 4. Other Updates

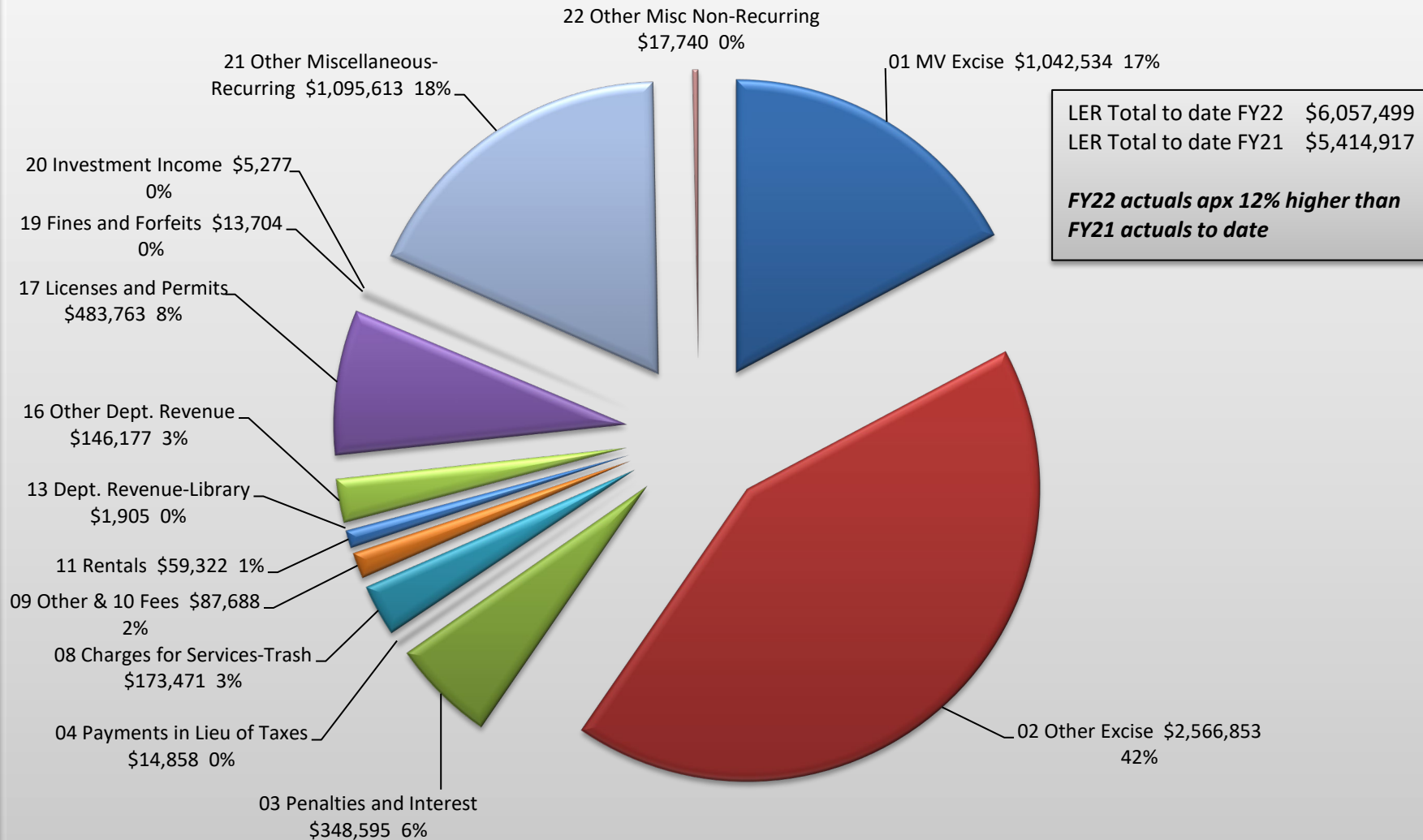


## TOWN OF OAK BLUFFS

- **Fireworks:** Fireworks are scheduled for August 19<sup>th</sup>, 2022, and we have a link on the Town Website main page to efficiently disseminate information as it becomes available. It also includes donation information for anyone who would like to contribute.
- **Retirements:** As we have our Police Chief, Harbor Master, and Executive Secretary all retiring this month, we do have three cards in the Select Board office if any members of our boards, committees, or the community would like to come in and sign. Or if you would like to drop off your own cards we can accept them and provide them to our retiring staff.

## Local Estimated Receipts (LER) for FY22 through 6-12-2022

*Local Receipts are the second largest funding source of the general fund budget, approximating 14% of total funding sources. Here's how we are doing so far.....*



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

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD
												as of 6/12/22	
01 MV Excise	\$ 19,857	\$ 50,566	\$ 23,641	\$ 34,214	\$ 26,872	\$ 36,099	\$ 8,299	\$ 74,484	\$ 53,767	\$ 181,104	\$ 45,432	\$ 7,200	1,042,534
02 Other Excise	\$ 53	\$ 15	\$ 1,023,846	\$ 4,199	\$ 3,041	\$ 1,328,007	\$ 123	\$ 136	\$ 207,048	\$ 300	\$ 86	\$ -	2,566,853
03 Penalties and Interest	\$ 87,279	\$ 39,088	\$ 54,912	\$ 16,004	\$ 13,156	\$ 14,196	\$ 35,907	\$ 25,394	\$ 21,467	\$ 14,255	\$ 22,960	\$ 3,977	348,595
04 Payments in Lieu of Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,858	\$ -	14,858
08 Charges for Services-Trash	\$ 36,550	\$ 25,266	\$ 19,512	\$ 11,188	\$ 12,819	\$ 13,183	\$ 10,365	\$ 8,064	\$ 9,575	\$ 10,414	\$ 13,004	\$ 3,531	173,471
09 Other Charges	\$ (231)	\$ (482)	\$ (219)	\$ (302)	\$ (231)			\$ 4					(1,461)
10 Fees	\$ 10,621	\$ 11,941	\$ 7,372	\$ 6,690	\$ 9,241	\$ 5,647	\$ 16,026	\$ 8,400	\$ 15,346	\$ 27,873	\$ 30,801	\$ (60,809)	89,149
11 Rentals	\$ 8,500	\$ 11,375	\$ 200	\$ 9,325	\$ 375	\$ 725	\$ (1,125)	\$ 1,750	\$ 1,975	\$ 1,100	\$ 7,800	\$ 17,322	59,322
00 Dept. Revenue-School	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
13 Dept. Revenue-Library	\$ 112	\$ 255	\$ 394	\$ 45	\$ 221	\$ 101	\$ -	\$ 135	\$ 460	\$ -	\$ 182	\$ -	1,905
16 Other Dept. Revenue	\$ 27,031	\$ 7,209	\$ 11,416	\$ 14,041	\$ 13,446	\$ 17,821	\$ 8,323	\$ 5,981	\$ 14,603	\$ 6,844	\$ 8,462	\$ 10,999	146,177
17 Licenses and Permits	\$ 19,448	\$ 16,015	\$ 23,372	\$ 25,421	\$ 68,994	\$ 34,302	\$ 41,477	\$ 16,434	\$ 158,294	\$ 26,428	\$ 48,000	\$ 5,579	483,763
19 Fines and Forfeits	\$ 320	\$ 840	\$ 1,865	\$ 350	\$ 1,030	\$ 5,330	\$ 1,935	\$ 485	\$ 1,049	\$ 300	\$ 200	\$ -	13,704
20 Investment Income	\$ 859	\$ 758	\$ 418	\$ 384	\$ 343	\$ 295	\$ 455	\$ 642	\$ 592	\$ 530	\$ -	\$ -	5,277
21 Other Miscellaneous-Recurring	\$ 331,871	\$ 328,880	\$ 164,813	\$ 15,125	\$ (518)	\$ -	\$ -	\$ 154,363	\$ 40,169	\$ 16,645	\$ 44,266	\$ -	1,095,613
00 Miscellaneous-Non Recurring	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,740	17,740
Total	\$ 542,269	\$ 491,726	\$ 1,331,541	\$ 136,684	\$ 148,790	\$ 1,455,705	\$ 121,783	\$ 296,272	\$ 1,005,344	\$ 285,793	\$ 236,051	\$ 5,540	6,057,499
Cummulative Monthly Totals	\$ 542,269	\$ 1,033,996	\$ 2,365,537	\$ 2,502,220	\$ 2,651,010	\$ 4,106,714	\$ 4,228,498	\$ 4,524,770	\$ 5,530,114	\$ 5,815,908	\$ 6,051,959	\$ 6,057,499	

Percent relative to FY21	19%	19%	92%	14%	14%	40%	41%	32%	33%	34%	27%	
Percent relative to FY22 RECAP	12%	23%	53%	56%	60%	92%	95%	102%	124%	131%	136%	
							\$ 1,607,499			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	\$ 4,522,088	
										Actual FY20	\$ 4,734,515	

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TOWN OF OAK BLUFFS  
YTD REPORT

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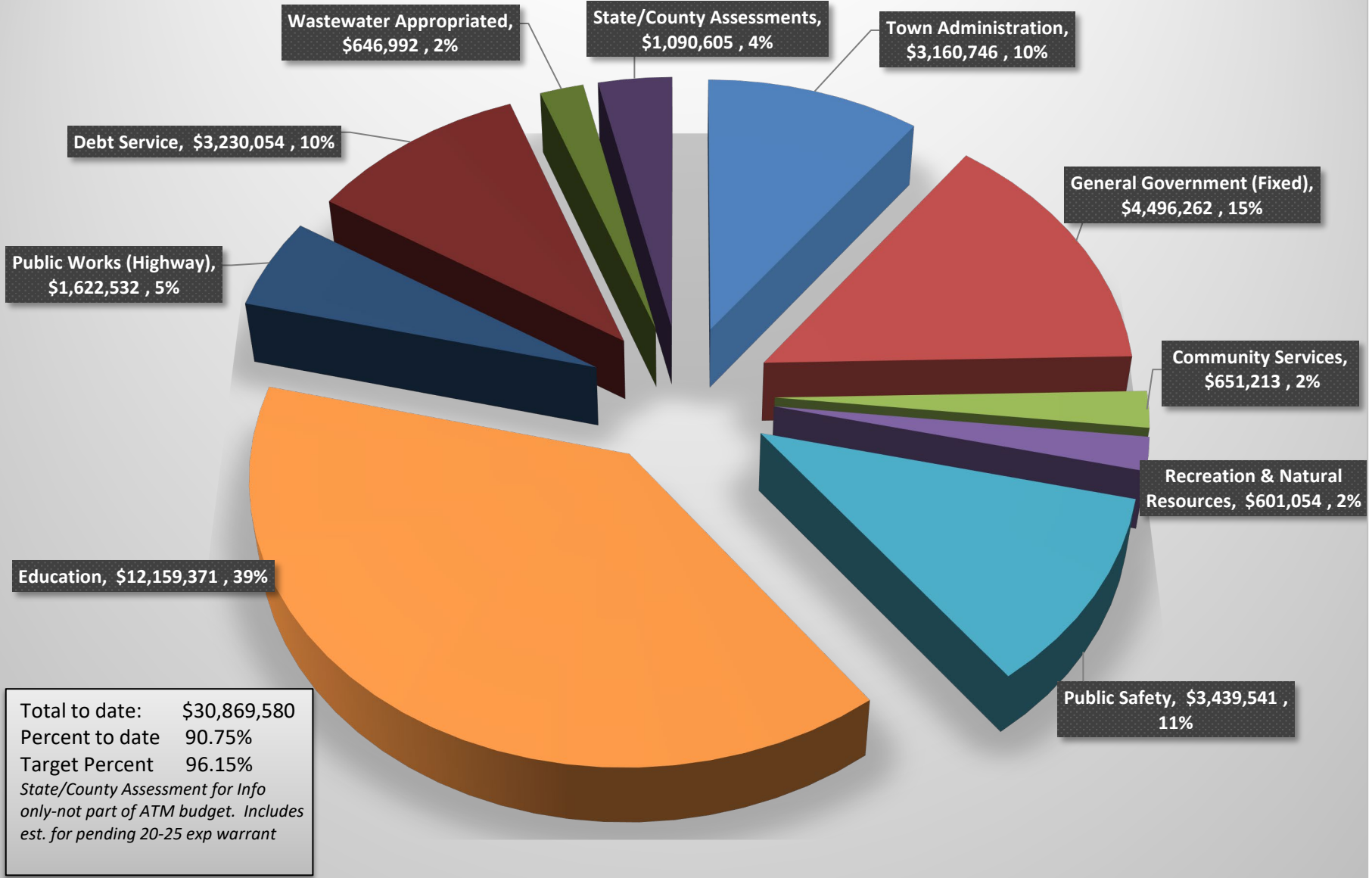
FOR 2022 12

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	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	-1,042,533.85	-7,200.18	0.00	242,533.85	130.3%
02 OTHER EXCISE	-1,399,910.00	-1,399,910.00	-2,566,853.27	0.00	0.00	1,166,943.27	183.4%
03 PENALTIES & INTEREST	-100,000.00	-100,000.00	-348,594.98	-3,977.35	0.00	248,594.98	348.6%
04 PILOT	-14,000.00	-14,000.00	-14,857.63	0.00	0.00	857.63	106.1%
08 CHGS TRASH DISP	-175,000.00	-175,000.00	-173,471.00	-3,531.00	0.00	-1,529.00	99.1%
09 OTHER CHGS	0.00	0.00	1,460.89	0.00	0.00	-1,460.89	100.0%
10 FEES	-88,500.00	-88,500.00	-89,148.96	60,808.50	0.00	648.96	100.7%
11 RENTALS	-45,000.00	-45,000.00	-59,322.00	-17,322.00	0.00	14,322.00	131.8%
13 DEPT LIBRARY	-2,500.00	-2,500.00	-1,905.37	0.00	0.00	-594.63	76.2%
16 OTHER DEPTL	-122,500.00	-122,500.00	-146,176.56	-10,999.25	0.00	23,676.56	119.3%
17 LIC & PERMITS	-396,700.00	-396,700.00	-483,762.59	-5,579.00	0.00	87,062.59	121.9%
19 FINES & FORFEIT	-15,000.00	-15,000.00	-13,703.79	0.00	0.00	-1,296.21	91.4%
20 INVMT INCOME	-50,000.00	-50,000.00	-5,276.64	0.00	0.00	-44,723.36	10.6%
21 MISC RECURRING	-950,000.00	-950,000.00	-1,095,612.86	0.00	0.00	145,612.86	115.3%
22 MISC NON-RECUR	0.00	0.00	-17,739.93	-17,739.93	0.00	17,739.93	100.0%
TOTAL GENERAL FUND	-4,159,110.00	-4,159,110.00	-6,057,498.54	-5,540.21	0.00	1,898,388.54	145.6%
TOTAL REVENUES	-4,159,110.00	-4,159,110.00	-6,057,498.54	-5,540.21	0.00	1,898,388.54	
GRAND TOTAL	-4,159,110.00	-4,159,110.00	-6,057,498.54	-5,540.21	0.00	1,898,388.54	145.6%

\*\* END OF REPORT - Generated by Deborah Potter \*\*

**FY22 Expenditures to date through 6-12-2022  
by General Fund/Enterprise Function are displayed below.**



FOR 2022 12

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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	228,570.00	0.00	0.00	0.00	100.0%
122 BOARD OF SELECTMEN						
545,961.52	545,961.52	425,279.45	11,266.78	0.00	120,682.07	77.9%
131 FINANCE COMMITTEE						
7,675.00	7,675.00	3,468.13	475.00	0.00	4,206.87	45.2%
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	141,616.40	5,932.80	0.00	21,183.60	87.0%
141 ASSESSORS						
181,617.13	181,617.13	155,038.51	4,379.20	0.00	26,578.62	85.4%
144 TREAS/COLL (FIXED P/R COST)						
4,663,337.64	4,663,337.64	4,496,262.41	259,780.00	0.00	167,075.23	96.4%
145 TOWN TREASURER						
0.00	0.00	550.00	550.00	0.00	-550.00	100.0%
146 TREASURER/COLLECTOR						
243,102.46	243,102.46	227,827.17	8,369.56	0.00	15,275.29	93.7%
155 INFORMATION TECHNOLOGY						
375,424.00	375,424.00	387,116.62	-26,567.11	0.00	-11,692.62	103.1%
161 TOWN CLERK						
143,658.21	143,658.21	126,259.17	3,526.84	0.00	17,399.04	87.9%
163 BOARD OF REGISTRARS						
27,483.10	27,483.10	15,786.93	757.50	0.00	11,696.17	57.4%
171 CONSERVATION COMMISSION						
109,614.96	109,614.96	60,660.03	960.00	0.00	48,954.93	55.3%
175 PLANNING BOARD						
53,307.75	53,307.75	49,956.70	2,187.76	0.00	3,351.05	93.7%
199 UNCLASSIFIED (SELECTMEN)						
1,311,327.00	1,325,147.60	1,338,617.07	-9,886.94	0.00	-13,469.47	101.0%
210 POLICE DEPARTMENT						
2,656,120.04	2,656,120.04	2,359,732.32	94,711.66	0.00	296,387.72	88.8%
220 FIRE DEPARTMENT						
522,094.72	522,094.72	355,210.33	7,124.80	0.00	166,884.39	68.0%
231 AMBULANCE SERVICE						
504,971.40	504,971.40	339,844.61	10,838.88	0.00	165,126.79	67.3%
241 BUILDING INSPECTOR						
243,647.73	243,647.73	183,406.36	6,373.50	0.00	60,241.37	75.3%
249 SHELLFISH						
211,716.94	211,716.94	175,151.80	6,946.46	0.00	36,565.14	82.7%



FOR 2022 12

JOURNAL DETAIL 2022 1 TO 2022 13

ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
291 EMERGENCY MANAGEMENT						
27,200.00	27,200.00	22,519.81	-3,300.00	0.00	4,680.19	82.8%
296 MARINA MANAGER						
286,093.00	286,093.00	254,532.69	8,935.40	0.00	31,560.31	89.0%
300 OAK BLUFFS SCHOOL						
8,987,185.30	8,987,185.30	6,934,207.95	242,972.77	0.00	2,052,977.35	77.2%
301 MARTHA'S VINEYARD REG HS						
5,473,468.48	5,473,468.48	5,225,162.96	0.00	0.00	248,305.52	95.5%
421 HIGHWAY-ADMINISTRATION						
1,736,153.86	1,736,153.86	1,622,531.51	39,588.04	0.00	113,622.35	93.5%
519 BOARD OF HEALTH						
245,914.23	245,914.23	178,827.18	5,776.00	0.00	67,087.05	72.7%
541 COUNCIL ON AGING						
124,382.22	124,382.22	110,067.74	3,875.61	0.00	14,314.48	88.5%
543 VETERANS' SERVICES						
60,500.00	60,500.00	43,018.38	-293.49	0.00	17,481.62	71.1%
610 LIBRARY						
576,002.43	576,002.43	496,126.93	16,029.29	0.00	79,875.50	86.1%
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	171,369.34	570.00	0.00	26,136.86	86.8%
710 MATURING DEBT-PRINCIPAL						
2,459,102.48	2,459,102.48	2,024,102.48	0.00	0.00	435,000.00	82.3%
750 MATURING DEBT-INTEREST						
871,957.79	871,957.79	1,203,951.11	0.00	0.00	-331,993.32	138.1%
760 MATURING BAN-INTEREST						
50,000.00	50,000.00	2,000.00	0.00	0.00	48,000.00	4.0%
TOTAL GENERAL FUND						
33,339,895.59	33,353,716.19	29,360,772.09	701,880.31	0.00	3,992,944.10	88.0%
GRAND TOTAL						
33,339,895.59	33,353,716.19	29,360,772.09	701,880.31	0.00	3,992,944.10	88.0%

\*\* END OF REPORT - Generated by Carrie Blair \*\*

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