



## TOWN OF OAK BLUFFS

### **Currently out for bid:**

Streetscape Improvements for Kennebec and Lake Avenues  
Civil War Monument Restoration  
Seaview Beach Plantings – erosion mitigation near the Steamship authority.

### **Coming up:**

Elementary School IFB for final design and construction doc for School Furnace  
Highway Furnace Replacement  
County Avenue Bicycle Retaining Wall  
Council on Aging Ramp

Also stay tuned for the new procurement policy manual for your review and approval. It is near completion and will be a tool to help guide all departments on procedures for purchase and preparing for procurement.

### **HR DEPARTMENT**

Some good news, for the compensation and classification study coming up in the next couple of months, I have secured a grant from the State's Compact Community Program to cover the total cost of this study for \$18,000.

This study will provide the Town with accurate data on equitable and competitive compensation through market study and quantitative analysis of the positions. The intention is to provide a guide for actual pay and pay practices that matches external and internal factors.

### **Current Open Positions:**

Heavy equipment operator  
Full-time Paramedic  
Per-diem EMTs and Paramedics

- **COA:** August report is attached
- **Police Department:** See attached report

## **2. Financial Report**

### **Financial Update by Acting Accountant: – September 26, 2022**

Financial reports are included here for FY23 through September 23, 2022.

Motor Vehicle excise and Harbor receipts came in strong for August, pushing LERs for the year up 26% over last year. For September, we have recorded a little over 50% of



## TOWN OF OAK BLUFFS

the anticipated receipts with multiple days for receipts still to be recorded. We also anticipate our first meals/rooms tax distribution this month.

Expenditures through the 23-06 warrant, with a target of 23.08% are at 26.45% due to operational timing/seasonality or required annual/quarterly payments.

The accounting office is in the process of closing the books for FY22.

We are posting the financial reports separately on the Accounting page of the town website under Financial Reports (<https://www.oakbluffsma.gov/455/FINANCIAL-REPORTS>) and the comprehensive GFOA budget document for FY23 is also available under budgets (<https://www.oakbluffsma.gov/428/BUDGETS>)

### 3. Other Updates

- **STM Venue:**

We normally would have a STM at the Elementary School; however, the doors between the Gym and Cafeteria are currently fixed which limits the capacity of attendees. I recommend that we utilize the PAC for this meeting to ensure that we have sufficient room.

- **Select Board Calendar:**

- October 8<sup>th</sup> Ladyfest
- October 10<sup>th</sup> Columbus Day/Indigenous People Day
- October 11<sup>th</sup> Town Meeting Hall, 4:30 pm, Select Board Meeting
- October 25<sup>th</sup> Town Meeting Hall, 4:30 pm, Select Board Meeting
- November 1<sup>st</sup> Special Town Meeting
- November 8<sup>th</sup> Election Day
- November 15<sup>th</sup> Possible Select Board Meeting for Tax Rate setting
- November 22<sup>nd</sup> Town Meeting Hall, 4:30 pm, Select Board Meeting

Preliminary Fiscal Year 2023 Local Estimated Receipts By Monthly Collections (Unaudited)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD
			thru 9/23/2022										
01 MV Excise	\$ 23,239	\$ 106,570	\$ 36,312	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	166,120
02 Other Excise	\$ 163	\$ 311	\$ 85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	559
03 Penalties and Interest	\$ 127,259	\$ 30,396	\$ 10,325	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	167,980
04 Payments in Lieu of Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
08 Charges for Services-Trash	\$ 24,388	\$ 36,621	\$ 4,450	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	65,459
09 Other Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
10 Fees	\$ 19,775	\$ 13,311	\$ 7,087	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	40,173
11 Rentals	\$ 10,500	\$ 6,100	\$ 2,325	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	18,925
00 Dept. Revenue-School	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
13 Dept. Revenue-Library	\$ 101	\$ 388	\$ 906	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	1,395
16 Other Dept. Revenue	\$ 63,618	\$ 17,985	\$ 3,121	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	84,724
17 Licenses and Permits	\$ 25,552	\$ 27,776	\$ 34,158	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	87,486
19 Fines and Forfeits	\$ 843	\$ 3,380	\$ 1,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	5,823
20 Investment Income	\$ 1,991	\$ 1,751	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	3,742
21 Other Miscellaneous-Recurring	\$ 362,284	\$ 397,034	\$ 35,561	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	794,879
00 Miscellaneous-Non Recurring	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total	\$ 659,712	\$ 641,623	\$ 135,930	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	1,437,265
Cummulative Monthly Totals	\$ 659,712	\$ 1,301,335	\$ 1,437,265	\$ 1,437,265	\$ 1,437,265	\$ 1,437,265	\$ 1,437,265	\$ 1,437,265	\$ 1,437,265	\$ 1,437,265	\$ 1,437,265	\$ 1,437,265	

Percent relative to FY22

22% 26%

Percent relative to FY23 RECAP

Est LER FY22 RECAP \$ 4,450,000  
 Est LER FY23 RECAP (Est) \$ 4,750,000  
 Past 3 yr Avg \$ 5,505,793

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

Updated 9/23/22

	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	\$ 36,099	\$ 8,299	\$ 74,484	\$ 534,767	\$ 181,104	\$ 45,432	\$ 51,843	1,087,177
02 Other Excise	\$ 53	\$ 15	\$ 1,023,846	\$ 4,199	\$ 3,041	\$ 1,328,007	\$ 123	\$ 136	\$ 207,048	\$ 300	\$ 86	\$ 198,816	2,765,669
03 Penalties and Interest	\$ 87,279	\$ 39,088	\$ 54,912	\$ 16,004	\$ 13,156	\$ 14,196	\$ 35,907	\$ 25,394	\$ 21,467	\$ 14,255	\$ 22,958	\$ 26,850	371,465
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	\$ 42,699	212,639
09 Other Charges	\$ (231)	\$ (482)	\$ (219)	\$ (302)	\$ (231)			\$ 4					
10 Fees	\$ 10,621	\$ 11,941	\$ 7,372	\$ 6,690	\$ 9,241	\$ 5,647	\$ 16,026	\$ 8,400	\$ 15,346	\$ 27,873	\$ 30,801	\$ (97,515)	52,443
11 Rentals	\$ 8,500	\$ 11,375	\$ 200	\$ 9,325	\$ 375	\$ 725	\$ (1,125)	\$ 1,750	\$ 1,975	\$ 1,100	\$ 7,800	\$ 26,772	68,772
00 Dept. Revenue-School	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
13 Dept. Revenue-Library	\$ 112	\$ 255	\$ 394	\$ 45	\$ 221	\$ 101	\$ -	\$ 135	\$ 460	\$ -	\$ 182	\$ 582	2,487
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	\$ 25,735	160,913
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	\$ 37,359	515,542
19 Fines and Forfeits	\$ 320	\$ 840	\$ 1,865	\$ 350	\$ 1,030	\$ 5,330	\$ 1,935	\$ 485	\$ 1,049	\$ 300	\$ 200	\$ 195	13,899
20 Investment Income	\$ 859	\$ 758	\$ 418	\$ 384	\$ 343	\$ 295	\$ 455	\$ 642	\$ 592	\$ 530	\$ 760	\$ 783	6,820
21 Other Miscellaneous-Recurring	\$ 331,871	\$ 328,880	\$ 164,813	\$ 15,125	\$ (518)	\$ -	\$ -	\$ 154,363	\$ 40,169	\$ 16,645	\$ 44,266	\$ 145,836	1,241,449
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	\$ 236,809	\$ 477,695	6,530,412
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	\$ 6,052,717	\$ 6,530,412	

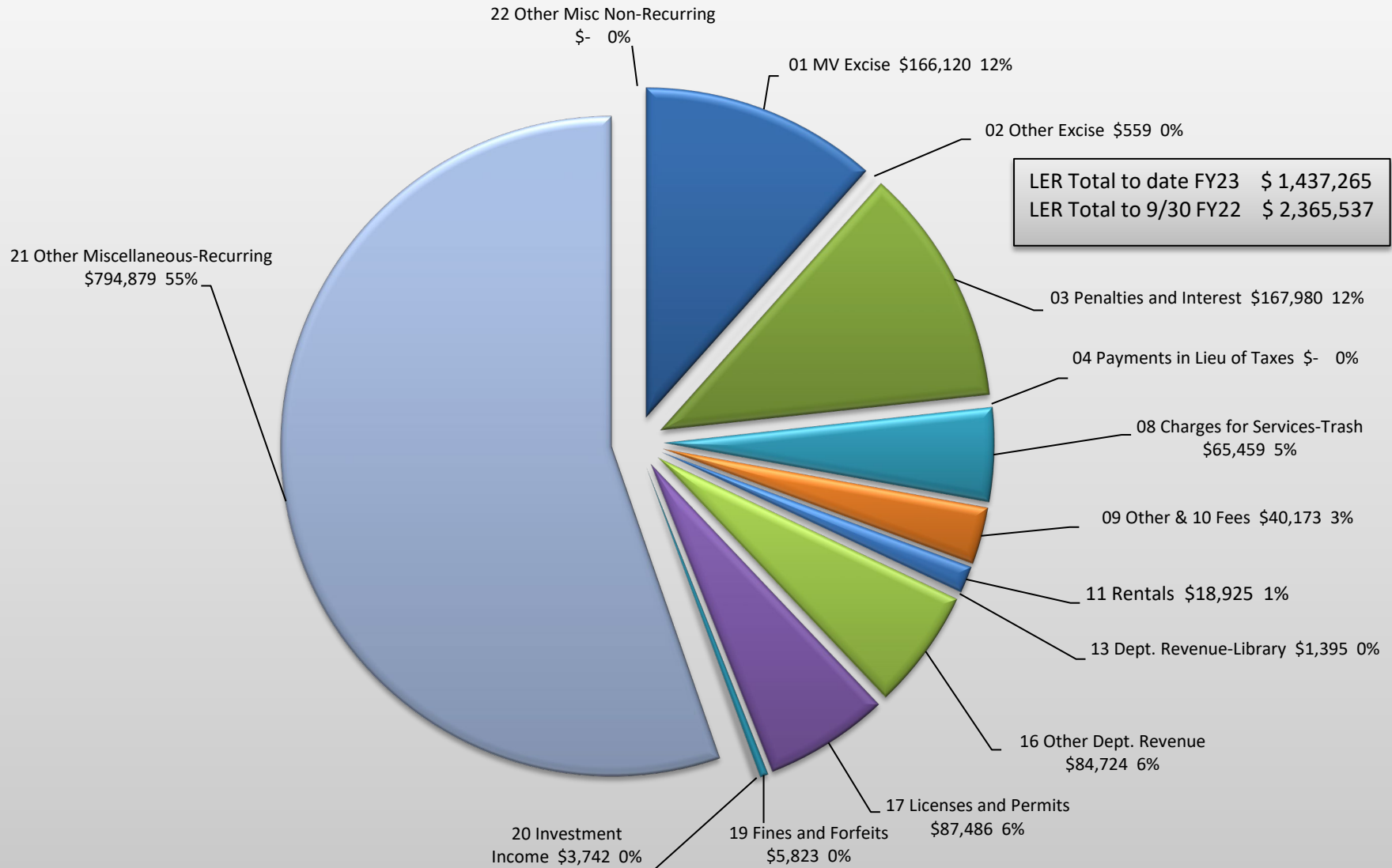
Percent relative to FY22 RECAP

12% 23% 53% 56% 60% 92% 95% 102% 124% 131% 136% 147%

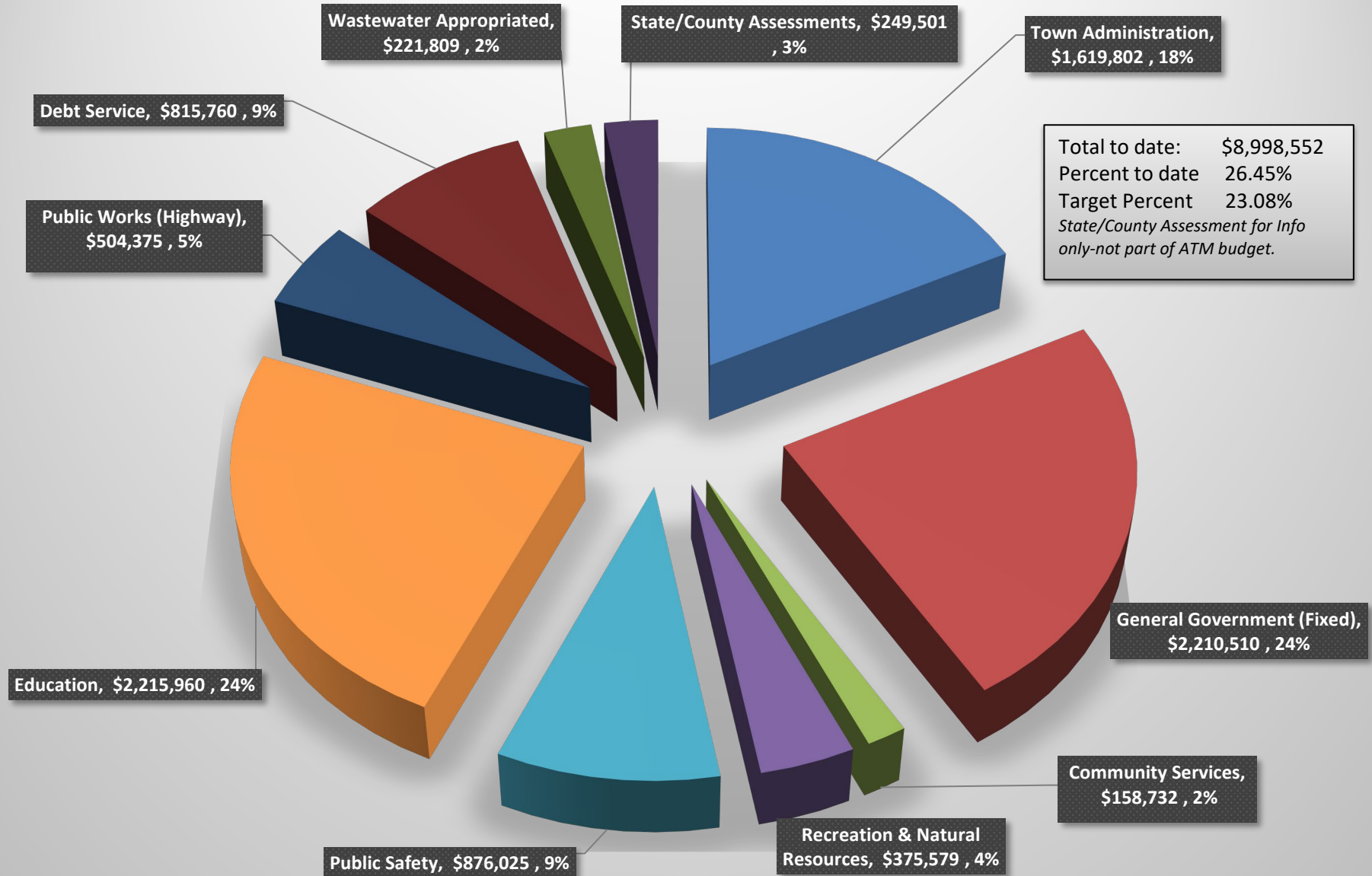
Est LER FY21 RECAP \$ 3,968,872  
 Est LER FY22 RECAP \$ 4,450,000  
 Past 3 yr Avg \$ 4,808,173

## Local Estimated Receipts (LER) for FY23 through 9-23-2022

*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.....*



**FY23 Expenditures to date through 9-23-2022  
by General Fund/Enterprise Function are displayed below.**



FOR 2023 03

JOURNAL DETAIL 2023 1 TO 2023 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	-166,120.45	-36,311.63	0.00	-633,879.55	20.8%
02 OTHER EXCISE	-2,144,000.00	-2,144,000.00	-559.27	-85.27	0.00	-2,143,440.73	.0%
03 PENALTIES & INTEREST	-210,000.00	-210,000.00	-167,980.07	-10,324.96	0.00	-42,019.93	80.0%
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	-65,459.00	-4,450.00	0.00	-109,541.00	37.4%
10 FEES	-29,000.00	-29,000.00	-40,172.50	-7,087.00	0.00	11,172.50	138.5%
11 RENTALS	-47,000.00	-47,000.00	-18,925.00	-2,325.00	0.00	-28,075.00	40.3%
13 DEPT LIBRARY	0.00	0.00	-1,394.77	-905.86	0.00	1,394.77	100.0%
16 OTHER DEPTL	-99,500.00	-99,500.00	-84,724.47	-3,121.00	0.00	-14,775.53	85.2%
17 LIC & PERMITS	-402,700.00	-402,700.00	-87,485.88	-34,158.05	0.00	-315,214.12	21.7%
19 FINES & FORFEIT	-5,000.00	-5,000.00	-5,822.50	-1,600.00	0.00	822.50	116.5%
20 INVMT INCOME	-25,000.00	-25,000.00	-3,742.12	0.00	0.00	-21,257.88	15.0%
21 MISC RECURRING	-950,000.00	-950,000.00	-794,879.27	-35,561.30	0.00	-155,120.73	83.7%
TOTAL GENERAL FUND	-4,901,200.00	-4,901,200.00	-1,437,265.30	-135,930.07	0.00	-3,463,934.70	29.3%
TOTAL REVENUES	-4,901,200.00	-4,901,200.00	-1,437,265.30	-135,930.07	0.00	-3,463,934.70	
GRAND TOTAL	-4,901,200.00	-4,901,200.00	-1,437,265.30	-135,930.07	0.00	-3,463,934.70	29.3%

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

09/23/2022 10:48  
1298cb1a

TOWN OF OAK BLUFFS  
YTD REPORT

P 1  
glytdbud

FOR 2023 03

JOURNAL DETAIL 2023 1 TO 2023 13

ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
01 GENERAL FUND						
01108 OTHER GOVT SUPPORT						
239,383.60	239,383.60	36,889.60	36,889.60	0.00	202,494.00	15.4%
01122 BOARD OF SELECTMEN						
546,533.28	546,533.28	111,687.73	38,130.55	0.00	434,845.55	20.4%
01131 FINANCE COMMITTEE						
8,175.00	8,175.00	625.00	0.00	0.00	7,550.00	7.6%
01132 FINANCE COMM.-RESERVE FD.						
50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	.0%
01135 TOWN ACCOUNTANT						
114,643.12	114,643.12	22,800.00	8,480.00	0.00	91,843.12	19.9%
01141 ASSESSORS						
202,539.20	202,539.20	44,505.56	15,842.80	0.00	158,033.64	22.0%
01144 TREAS/COLL (FIXED P/R COST)						
4,852,982.05	4,852,982.05	2,210,510.10	282,366.70	0.00	2,642,471.95	45.5%
01146 TREASURER/COLLECTOR						
261,714.69	261,714.69	45,855.26	18,110.65	0.00	215,859.43	17.5%
01155 INFORMATION TECHNOLOGY						
454,528.50	454,528.50	168,271.90	41,772.14	0.00	286,256.60	37.0%
01161 TOWN CLERK						
147,450.00	147,450.00	29,496.40	10,839.03	0.00	117,953.60	20.0%
01163 BOARD OF REGISTRARS						
41,844.50	41,844.50	6,707.00	3,667.00	0.00	35,137.50	16.0%
01171 CONSERVATION COMMISSION						
106,229.04	106,229.04	16,098.08	5,650.22	0.00	90,130.96	15.2%
01175 PLANNING BOARD						
61,542.28	61,542.28	1,200.00	0.00	0.00	60,342.28	1.9%
01199 UNCLASSIFIED (SELECTMEN)						
1,267,071.00	1,267,071.00	1,080,776.77	86,693.41	0.00	186,294.23	85.3%
01210 POLICE DEPARTMENT						
2,690,737.31	2,690,737.31	565,549.02	195,360.76	0.00	2,125,188.29	21.0%
01220 FIRE DEPARTMENT						
603,008.27	603,008.27	94,309.98	40,803.54	0.00	508,698.29	15.6%
01231 AMBULANCE SERVICE						
736,497.38	736,497.38	114,838.58	43,472.57	0.00	621,658.80	15.6%
01241 BUILDING INSPECTOR						
245,615.82	245,615.82	61,076.06	22,494.65	0.00	184,539.76	24.9%
01249 SHELLFISH						
219,855.00	219,855.00	45,631.67	12,536.45	0.00	174,223.33	20.8%
01291 EMERGENCY MANAGEMENT						
20,000.00	20,000.00	5,329.15	585.93	0.00	14,670.85	26.6%

FOR 2023 03

JOURNAL DETAIL 2023 1 TO 2023 13

ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
01296 MARINA MANAGER						
294,468.72	294,468.72	107,625.35	33,086.39	0.00	186,843.37	36.5%
01300 SCHOOL						
9,318,810.43	9,318,810.43	762,039.24	574,411.92	0.00	8,556,771.19	8.2%
01301 MARTHA'S VINEYARD REG HS						
5,815,684.11	5,815,684.11	1,453,921.02	0.00	0.00	4,361,763.09	25.0%
01421 HIGHWAY-ADMINISTRATION						
1,778,723.85	1,778,723.85	504,374.90	197,282.34	0.00	1,274,348.95	28.4%
01519 BOARD OF HEALTH						
265,160.85	265,160.85	34,921.76	14,151.48	0.00	230,239.09	13.2%
01541 COUNCIL ON AGING						
138,578.73	138,578.73	75,642.19	61,372.25	0.00	62,936.54	54.6%
01543 VETERANS' SERVICES						
60,500.00	60,500.00	13,637.49	4,039.07	0.00	46,862.51	22.5%
01610 LIBRARY						
602,615.07	602,615.07	122,350.41	54,684.49	0.00	480,264.66	20.3%
01612 ARTS COUNCIL						
2,000.00	2,000.00	2,000.00	0.00	0.00	0.00	100.0%
01630 PARKS AND RECREATION						
242,128.44	242,128.44	222,322.29	91,287.62	0.00	19,806.15	91.8%
01710 MATURING DEBT-PRINCIPAL						
2,447,215.95	2,447,215.95	702,215.95	0.00	0.00	1,745,000.00	28.7%
01750 MATURING DEBT-INTEREST						
975,571.27	975,571.27	113,544.22	0.00	0.00	862,027.05	11.6%
01760 INTEREST ON PAYOFF- BANS						
25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	.0%
TOTAL GENERAL FUND						
34,836,807.46	34,836,807.46	8,776,752.68	1,894,011.56	0.00	26,060,054.78	25.2%
GRAND TOTAL						
34,836,807.46	34,836,807.46	8,776,752.68	1,894,011.56	0.00	26,060,054.78	25.2%

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

MUNIS CORRECTION -79,360.30  
APP ATM GENERAL FUND BUDGET 34,757,447.46  
WWTF APPROPRIATED 719,480.68

**TOTAL ATM APPROVED BUDGET 35,476,928.14**