

ADMINISTRATIVE REPORT FOR THE MONTH OF MAY 2012

➤ **Financial Report YTD MAY 2012**

- General Funds Balance \$1,045,576; Restricted Funds Balance \$2,775,301
- General Revenue \$122,266; Budget \$455,140; 26.86% of budget
- General Expenses \$27,353; Budget \$455,140; 6.01% of budget
- Restricted Revenue \$54,080; Budget \$141,074; 38.33% of budget
- Restricted Expenses \$.00; Budget \$255,311; 0% of budget
- Grants/Other Expenses \$1,597; Budget \$26,440; 6.04% of budget
- Total Assets \$3,997,813; Total Liabilities \$29,097

Notes:

- Transfer tax received in May \$50,678 (net of expense \$254.73 represents ½% of total T/F collected which is now charged by the bank; \$14 which represents \$1 per copy fee)
- Eric issued 14 building permits in May; \$16,439.00 (report attached)

➤ **Administrative Department**

- Tax bills and license renewals were mailed without a glitch. Several volunteers were here on the 3rd to do the mailings.
- The Town hosted the Business Breakfast on Thursday, May 10th at 8:00 a.m. at the Town Hall. The event was very well attended. I will be scheduling the next breakfast in September.
- The Planning & Zoning Commission recommended 2 applications to the Town Council; 1- Dickens Parlour Theatre to amend their Conditional Use to allow more occupancy; 2- Perucci's Restaurant for a Conditional Use to allow outside dining. Both will be heard at a Public Hearing on June 12.
- Eric and I met with a representative of Dollar General, Mr. Bob Booth, on May 18. Mr. Booth has submitted the site plan to the Planning & Zoning Commission and the applicant will be heard at their next meeting on June 11th.

Respectfully submitted,
Deborah Botchie
Town Manager