

TOWN MANAGER'S REPORT

April 1 – May 6 2014

➤ **Financial Report YTD 2014**

- Unrestricted General Funds Balance \$2,119,899; Restricted Funds Balance \$3,673,027
- General Revenue \$1,120,472; Budget \$626,063; 178.97% of budget
- General Expenses \$411,734; Budget \$626,061; 65.77% of budget
- Restricted Revenue \$540,292; Budget \$319,437; 169.14% of budget
- Restricted Expenses \$22,266; Budget \$252,713; 8.81% of budget
- Grants/Other Expenses \$36,740; Budget \$38,136; 96.34% of budget
- Total Cash Assets \$5,800,699; Total Cash Liabilities \$23,147

Notes:

- Transfer tax received in April (gross) \$82,734; 3 MBTS, 1 Coventry, 10 Bishop's Landing, 2 resale's.

➤ **Administration**

- Code and Building Department's monthly report for April is attached.
- Property Tax Bills with Newsletter, License renewal forms and Gross Rental Receipts forms mailed out on May 5th.
 1. Property Tax Billed \$269,949.18 / Budget \$261,623.00
 2. Licenses Billed \$39,800 / Budget \$36,000
- URS began their engineering inspection on the Town Hall on May 7th.
- Custom Mechanical will be installing the new HVAC unit on May 15th.
- Lawn sprinklers were inspected and turned on May 5th.
- Servpro will be sending a schedule to the Town within the next few days to clean ducts in the Town Hall; cleaning carpets and floors.
- Councilmember Maneri, Eric and I met to discuss the proposed new garage and decided on the procedures that need to be concentrated on prior to any architectural plans drawn.
 1. Survey with as-builts of the Town's property
 2. Combine all parcels and have recorded
 3. Plot plan showing proposed building

Respectfully submitted,
Deborah Botchie
Town Manager