



Finance Committee

Finance Committee Meeting Minutes
 Tuesday, October 5, 2010 @ 4:00 pm
 Larkin Hall at the Provincetown Center for Coastal Studies
 Called to Order: 4:00 pm

Membership:

P	E	U	Name	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thomas Coen, Chair	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ann Maguire, Vice Chair	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thomas Thurston	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	David McChesney	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Erik Yingling	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thomas Donegan	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(Open)	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(Open)	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(Open)	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Oliver Kamm, Alternate	<input checked="" type="checkbox"/> Voting
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(Open), Alternate	<input type="checkbox"/> Voting

(Note: P = Present E = Excused U = Unexcused)

These minutes are in brief format. This meeting was filmed and is available for viewing at <http://www.provincetowntv.org/> or on DVD at the Provincetown Television office.

Also Present:	Lee Ash, PPPC Board Chair
David Gardner, Asst. Town Mgr.	Richard Wood, PPPC Board
Dan Hoort, Finance Director	Carlos Verde, PPPC Board
	Rex McKinsey, Harbormaster

<p>Order of Business:</p> <ol style="list-style-type: none"> 1. Public Comments. 2. Joint meeting with the Board of Directors of the Provincetown Public Pier Corporation to review first quarter budget results.
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3. Real estate transfer tax (Petitioned Article, Barbara Rushmore).
4. First quarter budget results (Town, Schools, Enterprise Funds).
5. Preview of warrant articles for the November Special Town Meeting.
6. Medicare for retirees – Segal Co. Letter of Engagement.
7. Minutes of prior meetings.
8. Any other business that may legally come before the Finance Committee.

Public Comments

(None).

Provincetown Public Pier Corporation 1st Quarter Budget Results *(See attachment 1).*

Ms. Ash called the PPPC Board meeting to order and introduced the members. The Chair noted that it is a major accomplishment to have the Pier Corporation on the Town's MUNIS system which will make it much easier track results in the future.

- Pier Expenses are up due to repair costs for Marine 1, offset by insurance receipts in Other Income.
- Salaries and wages are high in the first quarter due to the use of part-timers during the season.
- Overtime is a new line item, set up by the Finance Director. It will be included in the new proforma. There is no budget this year, but next year it will be in the budget. The pier is making every effort to optimize seasonal employees to keep this expense down.
- Trap Shed Rentals: seasonal rentals are paid in the 4th quarter; short term rentals in the summer are paid weekly. The program has been very well received. The Pier would like to add one new shed with two units. At \$10,000 per shed it is a good investment. The sheds provide space for people that don't have their own galleries.
- Excursion rental income comes in the 4th quarter.

- The Harbormaster is comfortable with the budget for this year. The Pier should make its rental forecast this year. For FY11, perhaps the budget can be broken down into quarterly budgets to better track results. Mr. Hoort will try to that for the next quarter.
- Mr. Coen suggested that insurance proceeds be broken out because they can, as one time revenues, distort the budget. Emergency repairs could also be broken out on the expense side. That's up to the Board to decide.
- The Capital Budget is not for expenditures; it's the contribution to the Capital Reserve. Emergency expenditures are all too common.
- Mr. Coen suggested the Pier needs a formal five-year Capital Improvements Program that will outline how the Capital Reserve funds will be spent.
- Ms. Ash indicated that the floating dock remediation project is the top priority capital improvement project. There will be engineering reports, together with the harbormaster's input, to put the plan together.
- Mr. Coen suggested establishing an unallocated reserve budget for unanticipated expenses, and tracking them against the budget.
- Mr. Coen stated that the Pier is running pretty smoothly, with the exception of some traffic issues. Ms. Maguire added that the employees are more personable and in representing the Pier and the Harbormaster. Ms. Ash said that they are striving to make the first impression of people arriving on ferries more welcoming. There is also a working group looking at traffic and parking issues.
- The Pier is looking at the definition of a commercial fisherman and who get's the lowest rate. The working group is trying to create definition of commercial fisherman vs. who just get's a license in order to get the lowest rate. Some fishing boat owners have skirted that line. The Board has had one public hearing, and will have another. The new definitions will not cover 100% of cases, but the Board will have a discretionary review process. Increases in revenue will be modest. Charter fishing has brought this issue to a head. New Orleans is having the same issue in the aftermath of the oil spill.
- Mr. Coen raised the issue of the new taxi fee on the Pier. The Harbormaster said that the fishermen wanted it because the taxis were getting a free ride. The policy needs some further definition to address

things like livery vehicles. Some taxis are also charging increased fares, which is a licensing board issue. Overall, this is not a large revenue stream for the Pier.

- Ms. Maguire asked if mooring fees are included under Permits. The Harbormaster said no, the mooring fees only show up on the Town's books.
- Mr. McChesney asked if the wind turbine coming back? Mr. Wood said that the previous one is not. The Pier is working with other companies. The ROI doesn't work out over 5-7 years. There are also visual considerations. There are no plans to go forward at this time, given the small return. The floating dock program should probably be the main focus for now.

Real Estate Transfer Tax

Ms. Rushmore gave a summary of the article, as follows:

- She has brought forward a similar article twice before at 1% versus the current ½%. The article is more inline with Nantucket which has a 2% tax.
- Real estate transfers are common across the country. She is anxious for it to pass because we need more revenue to pave our streets and to maintain our buildings.
- The tax would not be detrimental to the well-being of the real estate market. Its impact would be similar to the increase in the meals tax. It would not deter buyers. Their main consideration is the price of the property.
- She obtained more than 120 signatures in support of the article. People in Provincetown are anxious about overrides and raising taxes. It would probably be beneficial to property values if real estate taxes could be lowered.
- Revenues would not be dedicated for capital improvements alone. We should not second guess the leaders of the Town.
- Real estate sales were \$112M in 2007. Based on that number, the tax would raise approximately \$500K in revenue. It would enable us to put more money in the rainy day fund would lower financing costs for large

projects. We would be able to pay down our debt, thus reducing expenses.

- Town Meeting would spend the money wisely given the right guidance. She is asking for the Committee's approval of this article, but is going ahead anyway.

Mr. Coen stated that the Committee will not vote on the article until after it holds its public hearing on October 21st.

Mr. McChesney asked if the \$500K would all go into the General Fund and, if so, how do we know that it will be spent as Ms. Rushmore proposes? Ms. Rushmore responded that nothing in the article that says it has to be. We need to have some faith in the process, with guidance from the Finance Committee.

Ms. Maguire noted that in the past we talked about putting the money into the Capital Improvements Stabilization Fund. Ms. Rushmore stated that she doesn't like dedicated funds like the Visitor Services Fund. It is more than they need. If the Finance Committee would like to suggest that at Town Meeting, she would like to limit the amount to \$500K with remainder going into the General Fund

Mr. Donegan asked if the proponent has considered the potential impact on sales prices. Ms. Rushmore doesn't think it will have an impact. In fact, it could enhance the values if the Town's infrastructure is better maintained.

Mr. Donegan also asked if this amounts to a homestead exemption. Ms. Rushmore explained that first time homebuyers who live in the home for five years as primary residence would be exempt from the tax, similar to Nantucket. According to the Assessor, the average length of time for condo ownership is five years.

As there were no other questions from the Committee, Mr. Coen thanked Ms. Rushmore for attending the meeting.

First Quarter Budget Results (Town, Schools, Enterprise Funds)

Schools *(See attachment 2).*

Mr. Coen distributed the official October 1 student enrollment report, a copy of Provincetown's tuition agreement with Truro, along with his tuition revenue forecast. Based on the enrollment numbers and the tuition agreement, revenue from Truro will be down to approximately \$69K versus the original \$180K estimate.

Town *(See attachment 3).*

- There was an extra pay period in the first quarter, so there is a slight increase across the board in the personal services budgets.
- Building & Grounds personal services are also higher because additional comfort station attendants were added for the Fire House #3 and Town Hall when it reopens.
- The Police uniform allowance was switched from the personal services budget (taxable income) to the expense budget (non taxable).
- DPW Administration costs for vehicle fuels are up substantially over budget. The Finance Director would like to set up a different method for fuel that DPW "sells" to other agencies – ambulances, school buses, flex buses. The offsetting income shows up in Estimated Local Receipts under Other Departmental Revenue. This revenue cannot legally be used to reduce the expense budget.
- A very high percentage of the Recreation Department expense budget has been spent already. This is due to the seasonality of the programs. Most of the money is spent in July and August.

Water Enterprise Fund *(See attachment 4).*

- The Legal Services budget has been overspent already. Mr. Hoort will follow up.
- Safety spending is double last year-to-date; Mr. Hoort indicated that some expenses may need to be reclassified. Perhaps they should have been charged to specific articles, not to the WEF.
- Why is there a Meals budget line item? Mr. Hoort will follow up.

- Why is the Professional Organization & Dues up? Mr. Hoort will add explanatory comments for the next quarterly review.

Wastewater Enterprise Fund (*See attachment 5*).

- Total Revenues have dropped by \$283K. This is a major area of concern. Part of the drop is because the owners of the Martin House received a refund of approximately \$20k in betterments due to shift from restaurant to private home.
- The department is having meetings in October to look at revenue and expense projections. The challenge is to rebalance revenues and expenses. On the plus side, interest in Phase 3 is much higher than expected. The issue is timing – it's not clear whether any of the Phase 3 revenue be received this fiscal year.
- The water loss prevention program will also increase sewer usage charges. The department is meeting with consultant Mark Abrahams on October 19th to work on a presentation to the Board of Selectmen in early November. Water readings will take place after Columbus Day. That's when we'll know what the upside will be.

Revenues (*See attachment 6*).

- Non-recurring revenue includes things like legal settlements. Mr. Hoort is very optimistic that we will meet or exceed Estimated Local Receipts.
- The higher room tax and the new meals tax have only been reported for one month (July) making it difficult to compare to year over year. The \$102,000 in the meals tax translates into more than \$13M in meals served. The estimates for both taxes were made by the State, not the Town so we won't know how accurate they are until we see results for the rest of the year. We should have a better idea when we get the Fall report.
- The Committee requested a copy of the parking revenues broken down by lot. Ryder Street (where the new parking pay station was installed) is up, but not by a lot, due to Town Hall construction parking. Every year the Town budgets \$1,350,000 in parking revenues. Anything above that is used for things like parking meters. Although we are down slightly

this quarter, some of the receipts spilled over to next quarter due to timing issues.

- Truro Tuition is still estimated at \$80K. Overall we should be OK even if tuition comes in somewhat lower.

Preview of November STM Warrant Articles

The Committee quickly walked through the draft warrant articles for the November Special Town Meeting and identified those that the Committee will need to make recommendations on.

Medicare for retirees – Segal Co. Letter of Engagement

The Committee discussed whether or not to make a recommendation to the Board of Selectmen, to engage Segal Co. to conduct a detailed actuarial analysis of the impact of adopting Medicare for retirees and, the possibility of funding the engagement out of the Committee’s Reserve Fund.

The Committee also discussed various ways to fund the Town’s unfunded long-term liability for retiree health insurance costs. No conclusion was reached because we need to see the results of Segal’s analysis to fully understand the size of the problem.

Mr. Hoort noted just establishing a trust fund for future health benefits is looked upon favorably by the rating agencies. Mr. Coen commented that setting up the fund without actually funding it would seem to be an empty gesture.

Motion # 1: To recommend that the Board of Selectmen and the Town Manager engage Segal Company to provide a detailed analysis of the impact of adopting Medicare for retirees; and to fund the engagement in the amount of \$8,000 from the Finance Committee Reserve Fund, subject to approval by the Board of Selectmen.

Motion By: Ann Maguire

Second By: Thomas Coen

For: 5

Against: 0

Abstain: 0

Recuse:

Minutes

Motion # 2: To approve the minutes of the August 16, 2010 meeting, as amended.			
Motion By: Ann Maguire		Second By: Thomas Donegan	
For: 4	Against: 0	Abstain: 1	Recuse:

Motion # 3: To approve the minutes of the August 23, 2010 meeting, as amended.			
Motion By: Ann Maguire		Second By: Thomas Donegan	
For: 4	Against: 0	Abstain: 1	Recuse:

Other Business

(None).

Next Meeting:	October 21, 2010 @ 6:00 pm
Adjourn:	7:32
Minutes by:	Thomas Coen

Approved by  on January 2, 2011
 Thomas Coen, Chair

**Provincetown Public Pier
Corporation
FY 2011**

	FY 2011 Budget	YTD ACTUAL as of 09/30/10	% of Budget	Remaining Budget
REVENUES:				
438035 Town Management Contract	109,819	20,577	18.7%	89,242
438000 Docks - Commercial Fisheries	138,114	36,515	26.4%	101,599
438005 Docks - Excursion Floats	138,801	19,969	14.4%	118,832
438010 Docks - Transportation	76,705	36,578	47.7%	40,127
438015 Docks - Other	17,803	13,745	77.2%	4,058
459000 Permits	2,500	2,615	104.6%	-115
438020 Ice Sales	16,000	9,012	56.3%	6,988
438025 Events	10,200	5,000	49.0%	5,200
450500 Grant Revenue - Federal	0	0	0.0%	0
460500 Grant Revenue - State	0	0	0.0%	0
438030 Trap Shed Rental	35,000	10,710	30.6%	24,290
485000 Other Income	18,978	33,922	178.7%	-14,944
482000 Interest Income	0	73	100.0%	-73
Total Revenues	563,920	188,717	33.5%	375,203
EXPENSES				
Personnel Expenses				
511001 Sal & Wages-Department Heads	49,000	13,192	26.9%	35,808
511002 Sal & Wages-Professional/Technical	74,000	19,440	26.3%	54,560
512500 Sal & Wages-Part-time	80,861	47,760	59.1%	33,101
Sal & Wages-Overtime		3,704	100.0%	-3,704
519999 Employee Benefits	36,688	8,886	24.2%	27,802
Total Personnel Expenses	240,549	92,982	38.7%	147,567
Operating Expenses				
542005 Office Expenses	9,260	2,317	25.0%	6,943
527301 Insurance-Liability & D&O Contracted Serv-Accounting, Legal &	31,571	0	0.0%	31,571
530010 Other	15,809	0	0.0%	15,809
527495 Harbor Expenses	5,000	2,110	42.2%	2,890
527490 Pier Expenses	31,500	46,061	146.2%	-14,561
527500 Utilities	57,067	9,010	15.8%	48,057
579996 Bade Debts	2,762		0.0%	2,762
580000 Capital Budget Expenses	50,000		0.0%	50,000
527496 Trap Shed Expenses	0	665	0.0%	-665
527100 Lease Rental	120,403		0.0%	120,403
Total Operating Expenses	323,372	60,163	18.6%	263,209
Total Revenues	563,920	188,717		
Total Expenses	563,921	153,146		
Surplus (Deficit)	-1	35,571		

PROVINCETOWN SCHOOL DISTRICT
ENROLLMENTS
OCTOBER 1, 2010

Grade	Provincetown	Non-Resident	School Choice	Total
PK	21	10		31
K	11		1	12
I	4		3	7
II	7		3	10
III	6		2	8
IV	7		3	10
V	4		2	6
VI	4		2	6
VII	3		1	4
VIII				
IX				
		Truro Tuitioned-In		
X	5	2	3	10
XI	3	1	1	5
XII	9	3	4	16
Non-Graded:	1			1
Totals:	85	16 *	25	126

*10 Non-resident Pre-Schoolers and 6 Tuition-in from Truro

**Tuition Agreement
between
The Provincetown and Truro School Committees**

Purpose and Term of the Agreement

In accordance with the provisions of General Laws Chapter 71, sections 1,4, and 6, to permit the town of Truro not to maintain certain public schools the Provincetown and Truro School Committees enter into this tuition agreement applicable to students who reside in the town of Truro to attend Provincetown Jr/Sr High School in grades 7-12. This agreement is effective for the 2009-2010 school year and runs through 2013- 2014 school year. All stipulations remain in effect for the 5 years of this agreement.

Terms of the Agreement

Said students are entitled to attend Provincetown Jr/Sr High School and participate in all programs and services on the same basis as Provincetown resident students.

Tuition Rates

Rates are as follows:

	<u>Gr. 7 & 8</u>	<u>Gr. 9-12</u>
FY 10	\$15,000	\$11,000
FY 11	\$15,750	\$11,550
FY 12	\$16,537	\$12,127
FY 13	\$17,364	\$12,734
FY 14	\$18,232	\$13,370

A. Special Education

Costs for Special Education for which the Truro School Committee retains full responsibility:

1. Independent Educational Evaluations if requested by the parents, pursuant to MA Sped Law Ch 71B 603 CMR 28.04 (5) (a-f).
2. Home or hospital instruction per 28.03 (3) (c) of the Regulations.
Tuition will not be charged when students are receiving home/hospital services.
3. Special Transportation per 28.05 (5) (a-c) of the regulations.
4. Students who require IEP services and placements which are not available within the PHS continuum of programs (i.e. out of district placements). Provided that a Truro representative is invited and in attendance at the team meetings of students who may need a service or program that is not available.
5. Any evaluation beyond what is typically available to Provincetown High School students, (e.g. Vocational assessment).
6. The Provincetown School Committee will bear full responsibility for parents who request mediation through the BSEA. A Truro representative will be invited to any BSEA mediation meetings concerning Truro residents.
7. The Truro School Committee will defend any rejected IEP for which the parent has requested either a hearing before the Bureau of Special Education Appeals or a judicial hearing. A Truro representative will be notified of any rejected IEP as soon as it is received by the PHS Special Education Department.

FY 11 Truro Tuition Forecast*

Grade	Tuition Rate	Students	Total Tuition	Notes
VII	\$15,750	0	\$0	No Truro students in this grade.
VIII	\$15,750	0	\$0	No students at all in this grade.
IX	\$11,550	0	\$0	Grade no longer offered.
X	\$11,550	2	\$23,100	
XI	\$11,550	1	\$11,550	
XII	\$11,550	3	\$34,650	
	Totals:	<u>6</u>	<u>\$69,300</u>	

* Based on October 1, 2010 actual enrollment.

For three months ended 9/30/2010

ACCOUNTS FOR:

	Fiscal Year 2010			Fiscal Year 2011			Comments
	BUDGET	Expended Thru 09/30	% Expended	BUDGET	Expended Thru 09/30	% Expended	
131-2 Election Town Meeting	10,721	290	2.7%	12,516	1,058	8.5%	
122-1 Board of Selectmen "A" Budget	48,317	14,996	31.0%	50,054	16,941	33.8%	
122-2 Board of Selectmen	4,650	2,200	47.3%	4,650	3,235	69.6%	
123-1 Town Manager "A" Budget	235,669	52,943	22.5%	246,500	66,365	26.9%	
123-2 Town Manager	10,507	2,759	26.3%	11,102	3,754	33.8%	
131-2 Finance Committee Expense	47,615	152	0.3%	78,175	152	0.2%	
135-1 Town Accountant "A" Budget	142,200	32,817	23.1%	150,413	39,846	26.5%	
135-2 Town Accountant	50,060	14,974	29.9%	50,060	22,692	45.3%	
136-1 MIS Coordinator "A" Budget	142,933	33,071	23.1%	154,039	41,472	26.9%	
136-2 MIS Coordinator	123,935	34,215	27.6%	148,435	33,426	22.5%	
141-1 Board Assessors "A" Budget	140,775	33,799	24.0%	153,818	41,924	27.3%	
141-2 Board Assessors	50,438	5,259	10.4%	63,013	7,938	12.6%	
145-1 Treasurer/Collector "A" Budget	146,493	34,339	23.4%	155,896	41,703	26.8%	
145-2 Treasurer/Collector	33,600	5,546	16.5%	33,000	6,111	18.5%	
151-2 Legal Services	200,000	14,779	7.4%	200,000	18,641	9.3%	
156-2 Administration	62,270	11,366	18.3%	70,610	13,831	19.6%	
157-2 Land Bank	337,448	17,578	5.2%	274,362	13,078	4.8%	
161-1 Town Clerk "A" Budget	92,083	21,444	23.3%	99,476	26,580	26.7%	
161-2 Town Clerk	3,395	50	1.5%	3,395	35	1.0%	
169-1 Licensing "A" Budget	38,093	8,791	23.1%	39,236	10,564	26.9%	
169-2 Licensing	-	-	0.0%	-	-	0.0%	
171-2 Conservation Commission	7,696	341	4.4%	7,696	270	3.5%	
174-1 Housing Office Salary	39,907	10,876	27.3%	34,309	6,809	19.8%	
174-2 Housing Office Expenses	3,000	-	0.0%	-	-	0.0%	
175-2 Planning Board Expenses	1,510	-	0.0%	1,510	-	0.0%	
176-2 Zoning Board Appeals	2,750	292	10.6%	2,750	368	13.4%	
179-2 Historical Commission	500	-	0.0%	500	-	0.0%	
180-2 Historic District Commission	2,500	460	18.4%	2,500	350	14.0%	
182-2 Economic Development Council	6,836	1,347	19.7%	5,836	-	0.0%	
190-1 Buildings & Grounds Payroll	505,996	128,346	25.4%	584,129	181,807	31.1%	
191-2 Buildings & Grounds General	62,497	3,278	5.2%	62,497	6,438	10.3%	
192-2 Building Grounds-Town Hall	64,020	5,856	9.1%	98,000	16,669	17.0%	
193-2 Buildings&Grounds GraceGouveia	41,381	3,598	8.7%	39,346	9,254	23.5%	
194-2 Buildings & Grounds Library	64,534	11,210	17.4%	73,922	13,104	17.7%	
195-2 Buildings & Ground Cemetery	3,050	471	15.4%	3,050	2,122	69.6%	
196-2 Buildings & Grounds Comfort St	56,178	2,076	3.7%	63,376	3,523	5.6%	
197-2 Buildings & Grounds Community	23,801	1,782	7.5%	25,801	2,155	8.4%	
198-2 Buildings & Grounds FreemanSt	27,908	786	2.8%	24,908	2,065	8.3%	
199-2 Buildings & Grounds Other	4,550	870	19.1%	4,550	602	13.2%	

Payment to auditors

ACCOUNTS FOR:	Fiscal Year 2010		Fiscal Year 2011		Comments
	BUDGET	Expended Thru 09/30	BUDGET	Expended Thru 09/30	
210-1 Police "A" Budget	1,923,669	515,067	2,034,735	567,814	27.9%
210-2 Police	129,850	64,312	159,220	108,558	68.2%
211-2 Police Station	43,282	5,487	42,800	7,648	17.9%
220-1 Fire "A" Budget	339,842	86,505	361,800	109,096	30.2%
220-2 Fire	174,749	16,183	174,749	35,010	20.0%
231-2 Ambulance Service	551,109	137,777	578,200	144,550	25.0%
240-1 Inspections "A" Budget	152,252	35,778	160,942	36,833	22.9%
240-2 Inspections	6,060	243	6,060	4,774	78.8%
241-1 Director Regulatory "A" Budget	89,080	21,707	93,319	26,425	28.3%
241-2 Director Regulatory	4,830	775	4,830	991	20.5%
291-2 Emergency Management	-	-	5,830	4,810	82.5%
294-2 Harbor Committee	1,295	-	1,135	-	0.0%
295-2 Harbormaster MacMillan Wharf	107,140	17,857	109,819	27,197	24.8%
296-1 Shellfish "A" Budget	43,969	10,914	46,073	12,216	26.5%
296-2 Shellfish	7,350	310	7,350	-	0.0%
299-1 Parking "A" Budget	317,873	105,927	325,153	123,028	37.8%
299-2 Parking	72,100	13,480	70,300	17,997	25.6%
300-2 Public Schools	3,556,648	417,031	3,354,959	321,054	9.6%
300-4 Public School Encumbrance	346,685	316,273	-	-	0.0%
4203 Cape Cod Regional Tech	88,072	26,422	52,401	15,721	30.0%
421-1 DPW Admin "A" budget	159,192	36,348	167,461	40,675	24.3%
421-2 DPW Administration	245,660	77,062	253,358	97,602	38.5%
422-1 Highway "A" Budget	348,040	86,735	423,022	118,405	28.0%
422-2 Highway	100,826	8,956	232,871	19,109	8.2%
423-1 Snow & Ice "A" Budget	25,000	-	30,000	-	0.0%
423-2 Snow & Ice	110,400	-	197,700	-	0.0%
431-1 Solid Waste Recyc "A" Budget	377,053	95,502	432,957	119,718	27.7%
431-2 Solid Waste Recycling	96,704	6,868	116,404	13,969	12.0%
432-2 Recycling/Renew Energy Cmte	2,000	-	1,250	-	0.0%
439-2 Waste Disposal Other	208,000	7,719	168,000	49,566	29.5%
482-2 Airport	85,850	13,556	85,850	26,586	31.0%
499-2 Cable Advisory Commission	74,150	12,088	75,000	18,750	25.0%
511-1 Health Agent "A" budget	99,868	24,433	102,354	29,172	28.5%
511-2 Health Conservation Agent	7,350	1,332	7,450	1,039	13.9%
512-1 Public Health/Nurse "A" budget	18,347	4,199	19,121	4,855	25.4%
512-2 Public Health/Nurse	28,624	7,495	28,624	810	2.8%
513-2 Board Health	1,135	350	1,135	310	27.3%
541-1 Council on Aging "A" budget	181,957	41,735	184,801	44,411	24.0%
541-2 Council on Aging	10,774	2,300	10,774	1,822	16.9%
543-2 Veterans Services	37,927	21,475	47,815	19,430	40.6%

July - Oct main period

ACCOUNTS FOR:

	Fiscal Year 2010			Fiscal Year 2011			Comments
	BUDGET	Expended Thru 09/30	% Expended	BUDGET	Expended Thru 09/30	% Expended	
610-1 Library "A" Budget	231,808	54,280	23.4%	184,572	40,706	22.1%	
610-2 Library	74,763	23,853	31.9%	84,069	32,316	38.4%	
630-1 Recreation Dept "A" Budget	99,919	46,282	46.3%	104,698	44,205	42.2%	summer rec workers,
630-2 Recreation Department	15,450	6,874	44.5%	15,650	7,142	45.6%	
651-2 Beautification Comm	4,000	-	0.0%	5,000	-	0.0%	
672-2 Art Commission	9,780	252	2.6%	9,585	550	5.7%	
673-2 Cultural Council	2,000	-	0.0%	1,700	-	0.0%	
710-2 Debt Services	1,613,271	334,428	20.7%	1,632,640	312,503	19.1%	
820-2 Tax Title	24,000	321	1.3%	24,000	-	0.0%	
910-2 Retirement Benefits Insurance	4,863,009	1,549,983	31.9%	5,158,564	1,907,377	37.0%	Pd Retirement In Full
TOTAL EXPENSES	19,952,528	4,769,431	23.9%	20,429,530	5,169,631	25.3%	

**Town of Provincetown
Fiscal Year 2011 - 1st Quarter**

Acct#	Fiscal Year 2010			Fiscal Year 2011			Comments
	FY 2010	Actual	%	FY 2011	Actual	%	
	Actual	Thru 09/30	Thru 09/30	Budget	Thru 09/30	Thru 09/30	
WATER ENTERPRISE FUND							
REVENUES:							
417600	13,842	11,128	80.4%	10,000	4,800	-48.0%	
421000	1,890,935	86,747	4.6%	1,896,364	86,971	4.6%	
421110	14,464	0	0.0%	10,000	0	0.0%	
436100	37,439	10,178	27.2%	40,713	7,023	17.3%	
437000	0	4,350	100.0%	32,100	11,753	36.6%	
482000	0	0	0.0%	13,226	0	0.0%	
	114,681	101	0.0%	0	0	0.0%	
	12,800	0	0.0%	0	0	0.0%	
	18,350	0	0.0%	0	0	0.0%	
	4,000	4,000	0.0%	0	0	0.0%	
	0	0	0.0%	101,496	0	0.0%	
Total Revenue	2,106,511	116,505	5.5%	2,103,899	100,947	4.8%	
Expenses - Personnel:							
511001	30,806	7,109	23.1%	30,806	8,294	26.9%	
511002	49,149	12,554	25.5%	54,231	14,601	26.9%	
511003	40,391	9,374	23.2%	82,678	21,057	25.5%	
511004	39,450	9,104	23.1%	40,472	10,896	26.9%	
511005	130,274	22,644	17.4%	194,660	46,895	24.1%	
511050	30,933	3,270	10.6%	37,303	9,567	25.6%	
513100	23,137	3,396	14.7%	12,000	3,802	31.7%	
514500	550	0	0.0%	1,400	700	50.0%	
Total Personnel	344,690	67,450	19.6%	453,550	115,811	25.5%	
Expenses - Operating:							
522100	4,960	0	0.0%	4,000	0	0.0%	
524100	3,627	729	20.1%	7,500	629	8.4%	
524200	1,182	149	12.6%	1,000	0	0.0%	
524400	8,816	0	0.0%	25,000	3,992	16.0%	
527200	2,211	540	24.4%	4,000	1,200	30.0%	
527400	5,217	1,022	19.6%	3,600	1,386	38.5%	
530000	201,589	46,855	23.2%	160,869	43,174	26.8%	
530001	40,385	4,721	11.7%	50,000	4,014	8.0%	
531500	32,465	495	1.5%	2,500	4,165	166.6%	
532100	2,354	70	3.0%	5,000	955	19.1%	
534100	3,936	996	25.3%	5,600	1,788	31.9%	
534300	3,003	0	0.0%	6,000	448	7.5%	
534400	698	0	0.0%	2,000	0	0.0%	
534500	1,194	0	0.0%	9,000	382	4.2%	

**Town of Provincetown
Fiscal Year 2011 - 1st Quarter**

Acct#	WATER ENTERPRISE FUND	Fiscal Year 2010			Fiscal Year 2011			%	Comments
		Actual	Thru 09/30	Actual	Budget	Thru 09/30	Actual		
			%			%			
		FY 2010	Thru 09/30	%	FY 2011	Thru 09/30	%		
534600	Repair/Maintenance-Vehicles	4,934	1,139	23.1%	4,500	262	5.8%		
534710	Water Equipment Maintenance	11,313	0	0.0%	2,000	18	0.9%		
534900	Repair/Maintenance-Wells	12,602	14,241	113.0%	20,000	3,281	16.4%		
535400	State Mandated Reporting	1,298	0	0.0%	2,000	0	0.0%		
536000	Lab Testing	18,087	7,549	41.7%	15,000	3,055	20.4%		
538320	Computer Software & Maintena.	2,736	1,986	72.6%	10,000	0	0.0%		
541500	Postage	2,186	0	0.0%	4,500	46	1.0%		
541700	Safety	1,983	1,179	59.5%	2,200	2,281	103.7%		
542000	Office Supplies	908	410	45.2%	3,000	510	17.0%		
542700	Supplies-Printed Forms	0	0	0.0%	3,000	1,051	35.0%		
542800	Supplies-Stationary	0	0	0.0%	1,500	0	0.0%		
545100	Chemicals	79,474	22,770	28.7%	70,000	18,137	25.9%		
545300	Equipment Maintenance Supplie	8,665	2,086	24.1%	15,000	1,748	11.7%		
546400	Small Tools	99	0	0.0%	1,500	251	16.7%		
546600	Uniforms	3,558	794	22.3%	6,600	1,331	20.2%		
558560	Office Equipment/Non-Compute	0	0	0.0%	1,000	306	30.6%		
558570	Equipment Non-Capitalized	1,799	0	0.0%	5,500	3,463	63.0%		
558700	Water Meter Purchase	46,281	1,165	2.5%	70,000	7,857	11.2%		
573400	Meals Food	389	140	36.0%	500	345	69.0%		
52*	Energy/Heat	92,431	36,442	39.4%	85,000	25,860	30.4%		
	Travel InState / Misc Travel	1,022	0	0.0%	0	0	0.0%		
	Freight	33	0	0.0%	0	0	0.0%		
573000	Professional Organization/Dues	1,127	70	6.2%	850	630	74.1%		
579989	CCNSS Water Payments	33,472	0	0.0%	36,000	0	0.0%		
	Reserve Fund	0	0	0.0%	0	0	0.0%		
	IntraDepartmental Transfers B	-15,000	0	0.0%	0	0	0.0%		
575550	Reserve for Abatement	17,240	1,581	9.2%	25,000	0	0.0%		
	Fees & Bonds Issue Costs	0	0	0.0%	0	0	0.0%		
591500	Debt Service Interest	129,822	27,669	21.3%	110,834	11,696	10.6%		
591000	Debt Service Principle	507,039	95,179	18.8%	545,968	97,127	17.8%		
579888	Emergency Water Maint NTAFI	0	0	0.0%	5,000	0	0.0%		
558300	Computer Specific Programs	190	0	0.0%	750	0	0.0%		
569000	Truro In Lieu of Taxes	35,158	0	0.0%	34,000	0	0.0%		
568000	DEP Assessment	2,037	0	0.0%	2,500	0	0.0%		
527110	Capital Outlay-Vehicle	0	0	0.0%	20,000	0	0.0%		
	Budget Adj to match TM Appro	0	0	0.0%	-8,783	0	0.0%		
596100	Transfer To General Fund	269,361	67,340	25.0%	269,361	0	0.0%		
	Total Operating Expenses	1,581,881	337,318	21.3%	1,650,349	241,387	14.6%		

**Town of Provincetown
Fiscal Year 2011 - 1st Quarter**

WATER ENTERPRISE FUND

Acct#	Fiscal Year 2010			Fiscal Year 2011			%
	FY 2010 Actual	Thru 09/30	Actual Thru 09/30	FY 2011 Budget	Actual Thru 09/30	Actual Thru 09/30	
Total Revenues	2,106,511	116,505	5.5%	2,103,899	100,947	4.8%	
Total Expenses	1,926,571	404,769	21.0%	2,103,899	357,198	17.0%	
Surplus (Deficit)	179,940	-288,264		0	-256,251		

Comments

**Town of Provincetown
Fiscal Year 2011 - 1st Quarter**

	Fiscal Year 2010			Fiscal Year 2011			Comments
	FY 2010	Actual	%	FY 2010	Actual	%	
	Actual	Thru 09/30	Thru 09/30	Actual	Thru 09/30	Thru 09/30	
WASTEWATER ENTERPRISE FUND							
REVENUES:							
Rooms Tax	188,416	76,955	40.8%	199,856	107,151	53.6%	
Sewer Betterments	1,211,994	105,454	8.7%	1,004,925	39,538	3.9%	
Sewer Betterments-Phase III	0	0	0.0%	74,588	0	0.0%	
Town Sewer Betterments	0	0	0.0%	43,181	0	0.0%	
Sewer Usage Surcharge	167,409	0	0.0%	181,859	0	0.0%	
Town Sewer User Charges	0	0	0.0%	13,700	0	0.0%	
P&I Wastewater	21,452	7,150	33.3%	13,520	4,745	35.1%	
Phase 2 Interest	12,146	0	0.0%	0	0	0.0%	
Sewer Usage Fees	810,333	93,488	11.5%	779,675	41,763	5.4%	
Sewer Rate Relief	0	0	0.0%	0	0	0.0%	
Interest Revenues	1,019	0	0.0%	27,000	0	0.0%	
From Reserve for Debt Serv	0	0	0.0%	479,290	0	0.0%	
Town Meeting Adjust	280,000	0	0.0%	0	0	0.0%	
Total Revenues	2,692,769	283,047	10.5%	2,817,594	193,196	6.9%	
Expenses - Personnel							
511001 Department Heads	30,806	7,109	23.1%	30,806	8,294	26.9%	
511002 Professional/Technical	12,339	2,847	23.1%	12,709	3,322	26.1%	
511003 Clerical	31,262	9,734	31.1%	45,056	12,130	26.9%	
511004 Administration	39,450	9,104	23.1%	40,472	10,896	26.9%	
Total Personnel Expenses	113,855	28,794	25.3%	129,043	34,642	26.8%	
Expenses - Operating							
520000 Contracted Services-Prof	773,240	128,646	16.6%	809,258	197,213	24.4%	
521000 Energy/Heat	6,505	766	11.8%	9,600	1,187	12.4%	
524500 Other Maintenance Contract	4,546	625	13.7%	5,305	190	3.6%	
531500 Legal Services		5,017	100.0%	10,000	1,462	100.0%	
541500 Postage	1,061	0	0.0%	1,061	33	3.1%	
542000 Office Supplies	267	0	0.0%	530	668	126.0%	
542700 StandardPrintedForms	0	0	0.0%	530	0	0.0%	
575550 Reserve for Abatement	1,137	0	0.0%	4,000	0	0.0%	
591000 Debt Service Principle	1,214,583	967,733	79.7%	1,306,586	958,886	73.4%	
591500 Debt Service Interest	458,213	78,916	17.2%	434,346	88,965	20.5%	
592000 Fees & Bonds Issue Costs	34,544	20,168	58.4%	27,923	14,376	51.5%	
596100 Indirect Costs	157,027	39,257	25.0%	80,434	20,109	25.0%	
IntraDepartmental Transfers B	-87,925	0	0.0%	0	0	0.0%	
Total Operating Expenses	2,563,198	1,241,128	48.4%	2,689,573	1,283,087	47.7%	
Total Revenues	2,692,769	283,047	10.5%	2,817,594	193,196	6.9%	

**Town of Provincetown
Fiscal Year 2011 - 1st Quarter**

Total Expenses	2,677,053	1,269,922	47.4%	2,818,616	1,317,730	46.8%
Surplus (Deficit)	15,716	-986,875		-1,022	-1,124,533	

Local Receipts	Fiscal Year 2010			Fiscal Year 2011			Comments
	FY 2010 Actual	Thru 09/30	% Thru 09/30	FY 2011 Budget	Thru 09/30	% Thru 09/30	
REVENUES:							
Motor Vehicle Excise Tax	405,527	32,564	8.0%	425,000	34,583	8.1%	
Room Excise Tax	353,433	144,354	40.8%	405,000	200,995	49.6%	
Meals Excise Tax	0	0	0.0%	480,000	102,975	21.5%	
Other Excise Tax	5,850	196	3.4%	7,500	362	4.8%	
Penalties & Interest on tax	131,425	35,245	26.8%	130,000	50,783	39.1%	
Payment in Lieu	5,969	2,980	49.9%	5,500	0	0.0%	
Chg for Service-Trash Disposal	288,874	108,341	37.5%	287,000	121,863	42.5%	
Chg for Service-Other	12,600	0	0.0%	12,600	0	0.0%	
Fees	10,206	2,472	24.2%	10,100	3,317	32.8%	
Rentals	181,794	19,055	10.5%	180,100	13,131	7.3%	
Dept Revenue-Schools	199,632	43,883	22.0%	180,000	15,963	8.9%	
Dept Revenue-Libraries	3,535	1,465	41.4%	3,000	2,328	77.6%	
Dept Revenue-Cemetery	3,700	400	10.8%	4,000	0	0.0%	
Other Dept Revenue	1,591,014	82,555	5.2%	1,632,000	86,596	5.3%	
Licenses & Permits	543,829	113,106	20.8%	531,550	94,907	17.9%	
Fines & Forfeits	178,159	51,345	28.8%	125,500	36,354	29.0%	
Investment Income	34,076	13,225	38.8%	45,450	12,010	26.4%	
Miscellaneous Recurring	37,511	2,799	7.5%	10,000	6,651	66.5%	
Miscellaneous Non-recurring	133,330	46,926	35.2%	35,000	34,325	98.1%	
Total Local Receipts	4,120,467	700,911	17.0%	4,509,300	817,144	18.1%	
Parking Receipts							
	1,452,319	858,314	59.1%	1,350,000	848,819	62.9%	