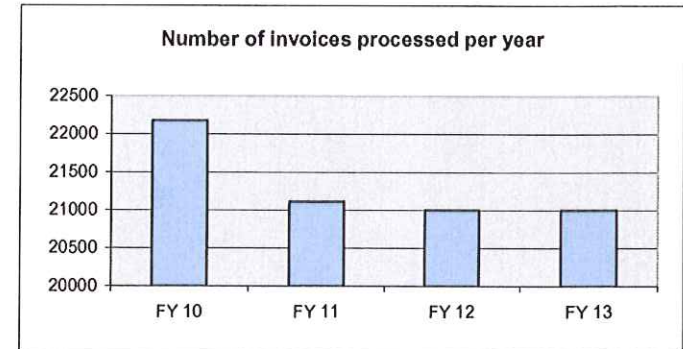


**TOWN OF BELMONT
ACCOUNTING FINANCE DEPARTMENT
OVERVIEW OF PERFORMANCE AND OTHER CRITERIA**

Accounting/Finance Performance Data

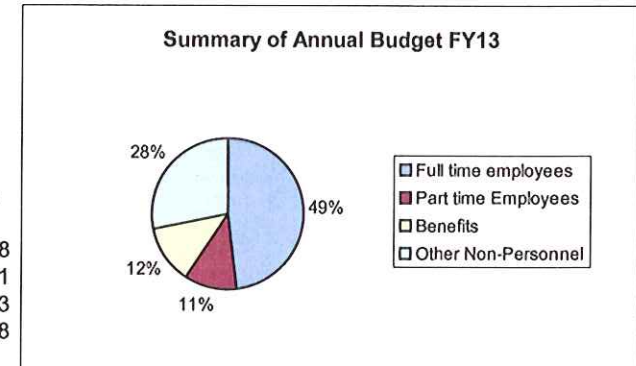
Key Performance Indicators

	FY10 Results	FY11 Results	FY12 Target	FY13 Budget
# invoices processed per year (all payments by town)	22177	21112	21000	21000
This office audits all invoices from School & Light & enters all town bills				
# of days from invoice submission to check printing	3	3	3	3



Administrative Performance Data

	FY10 Actual	FY11 Actual	FY12 Target	FY13 Budget
# Full Time equivalents (FTE)	2.8	3.2	3.2	2.8
# Full Time	2	2	2	2
# Part Time	2	3	3	0.8
% of workforce - women	67%	60%	60%	67%
Multilingual employees	0	0	2	1
% of non FMLA sick days	1.75%	1.35%	1.25%	1.25%



Budget Data

	FY10 Actual	FY11 Actual	FY12 Budget	FY13 Budget	%
Total Full time employees	173,771	183,568	174,680	164,049	48
Total part time employees	31,688	43,838	65,067	37,585	11
Benefits (health, life, work comp, Medicare)	36,983	38,309	40,914	42,551	13
Other Non-Personnel	70,447	81,600	81,500	96,550	28
Total Expenses	312,889	347,315	362,161	340,735	

**TOWN OF BELMONT EXPENDITURES
FY2013 PROPOSED BUDGETS**

MUNIS Org & Obj	Account Title	FY10 EXPENDED	FY11 EXPENDED	FY12 TOWN FINAL VOTE	FY12 TOWN EST EXP	FY13 TOWN REQ LEVEL SERVICE	% Chg Level Service to FY 12
<u>FINANCE & ACCOUNTING</u>							
<u>11351</u>							
511000	FULL TIME WAGES	173,771	183,568	174,680	174,680	164,049	
511100	PART TIME WAGES	31,688	43,838	65,067	65,067	37,585	
517000	HEALTH INSURANCE	33,655	35,074	38,785	38,785	38,785	
517200	WORKERS COMPENSATION	556	549	733	733	842	
517800	MEDICARE	2,772	2,686	3,044	3,044	2,924	
	<u>PERSONAL SERVICES</u>	<u>242,442</u>	<u>265,714</u>	<u>282,309</u>	<u>282,309</u>	<u>244,185</u>	
<u>11352</u>							
524600	COMPUTER SERVICES						
527200	COPIER MAINT AGREEMENT	-	271	-		1,350	
530000	PROFESSIONAL SERVICES	3,526	13,750	7,500	7,500	20,500	
530120	AUDIT TOWN RECORDS	50,214	50,000	56,200	56,200	56,200	
542100	OFFICE SUPPLIES	1,552	1,950	2,200	2,200	2,200	
552900	BOOKS & PERIODICALS						
558900	WARRANT COMMITTEE	3,718	4,517	5,000	5,000	5,000	
571000	IN-STATE TRAVEL	2,650	3,449	2,300	2,300	2,800	
571100	TRAVEL REIMB/ALL DEPTS/WAS AL	8,627	7,288	8,000	8,000	8,000	
573000	DUES & MEMBERSHIPS	160	375	300	475	500	
	<u>OTHER EXPENSES</u>	<u>70,447</u>	<u>81,600</u>	<u>81,500</u>	<u>81,675</u>	<u>96,550</u>	
596000	OTHER TRANS OUT	-	-	-	-	-	
	TOTAL FINANCE & ACCOUNTING	312,889	347,314	363,809	363,984	340,735	-6.3%
<u>11322</u>	<u>RESERVE FUND</u>						
578500	RESERVE FUND	400,000	400,000	400,000	400,000	400,000	
	TOTAL RESERVE FUND	400,000	400,000	400,000	400,000	400,000	0.0%