

ORG FUNCTION: FINANCE
Department Number 135

Linda Catanzariti
Town Account

Salaries:	\$282,062	4.6%
Expenses:	\$5,220	(8.7%)
Total Budget FY23:	\$287,282	4.4%

Mission & Services Overview

MISSION: To work in collaboration with the Finance Team to maintain the Town's fiscal stability and accountability. The Town Accountant is responsible for the general oversight of all Town financial records. This oversight includes processing and recording all financial transactions of the Town. The department safeguards the financial resources of the Town to ensure compliance with all applicable laws and coordinates the annual outside audit.

SERVICES: The department reviews all contracts, purchase orders, and invoices for completeness and accuracy as well as the processing of all applicable payments. The department is also tasked with completing the yearly 1099 Federal reporting. The Town Accountant, along with the Finance Team, implements recommendations made by the Town's outside auditors through the annual management letter. The department also prepares and manages year-end close and prepares various reports and analyses for the Commonwealth and other governmental units.

FY22 Accomplishments

- Repurposed over \$390,000 of capital articles to fund additional capital projects
- Utilized almost \$400,000 of Trust Fund monies to purchase a new ambulance
- Worked with the Assistant Assessor, Cheryl Smith, to successfully certify the FY22 tax rate almost one month earlier than FY21
- Passed MCPPO certification
- Submitted FY21 Schedule A three weeks earlier than FY20
- Collaborating with the School Business Administration Finance department to streamline the Accounts Payable process

FY23 Goals and Objectives

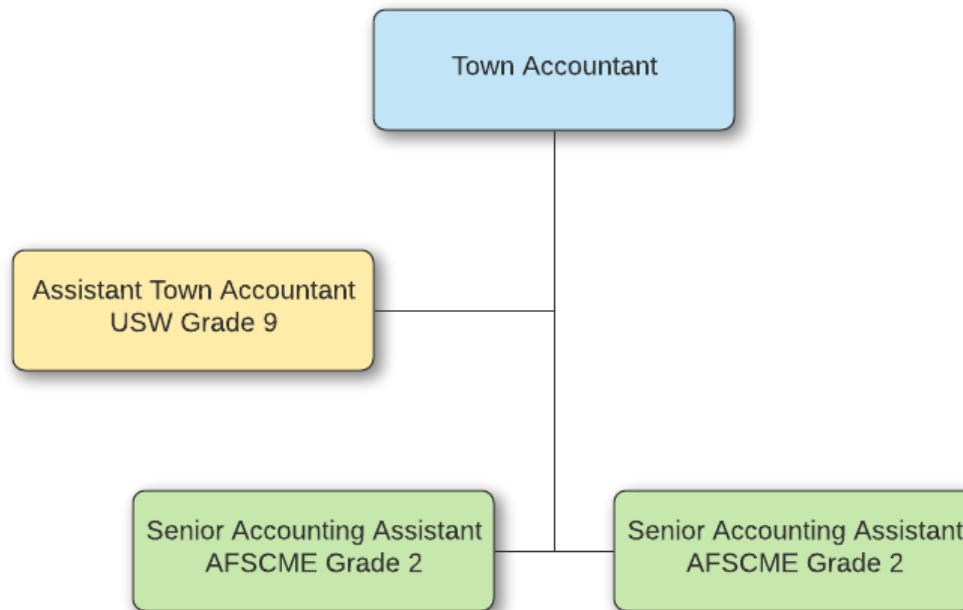
- Continue with general ledger housecleaning, specifically police details, liability accounts & repurposing unspent capital project funds
- Continue to work with Town Manager and department heads to utilize trust fund accounts
- Review fixed asset tracking, possibly linking with Dude Solutions
- Close books earlier by enforcing stricter deadlines on encumbrances, journal entries, reconciliations, etc.

Organizational Chart & Personnel Accounting

Authorized: 4

On-Hand: 4

Vacant: 0



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TOWN OF NORTH ATTLEBOROUGH
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
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PROJECTION: 20231 OPERATING BUDGET FOR FISCAL 2023

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 1	PCT CHANGE
135 ACCOUNTANT							
ACCOUNTANT SALARIES	237,254.55	245,308.27	253,813.74	207,909.32	269,543.00	282,062.00	4.6%
ACCOUNTANT EXPENSES	5,705.14	2,319.84	3,879.86	2,286.40	5,720.00	5,220.00	-8.7%
ACCOUNTANT	242,959.69	247,628.11	257,693.60	210,195.72	275,263.00	287,282.00	4.4%
TOTAL GENERAL FUND	242,959.69	247,628.11	257,693.60	210,195.72	275,263.00	287,282.00	4.4%
GRAND TOTAL	242,959.69	247,628.11	257,693.60	210,195.72	275,263.00	287,282.00	4.4%

** END OF REPORT - Generated by Michael Borg **