

FINANCIAL REPORT OF THE TOWN OR CITY BUDGET

Enter TOWN/CITY Name Here >

Enter Calendar Reporting Year Here >
(January 1 to December 31)

Enter Optional Reporting Year Here >
(July 1 to June 30)

DOES THE TOWN/CITY ACCOUNT FOR SOME EXPENDITURES AS PROPRIETARY FUNDS OR CAPITAL PROJECT FUNDS?
Enter Yes or No in box above & see instructions.

Enter town or city name in cell C5 and calendar reporting year for this report in C7 (optional reporting year in cell C9). In cell C12 enter yes if the municipality accounts for some expenditures as proprietary or capital project funds.

State of New Hampshire Department of Revenue Administration
Municipal Services Division
P.O. Box 487
Concord, NH 03302-0487
Telephone: (603) 230-5090

Return Completed Form By April 1 For Calendar Fiscal Year and By September 1 for Optional Fiscal Year

GOVERNING BODY (SELECTMEN)

Date Signed:

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Sheryl A. Pratt
9 July 12
7 July 12

PREPARER

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete. (If prepared by a person other than the city/town officials, this declaration is based on all information of which the preparer has knowledge.)

Preparer (Please print or type) Sheryl A Pratt	Signature <i>Sheryl A. Pratt</i>
Regular Office Hours 8:00 AM to 5:00 PM	Email address spratt@plodzikc.com

FOR DRA USE ONLY
RECEIVED
JUL 11 2012
NH DEPT OF REV ADMIN
MUNICIPAL SERVICES

MUNICIPAL SERVICES DIVISION
P.O. BOX 487, CONCORD, NH 03302-0487
(603)230-5090

1	2	3	4	5
Acct. #	EXPENDITURE	Voted Appropriations Final MS-2	Other Authorizations* Explain Below	Actual Expenditures
4130-4139	Executive	168,423		164,323
4140-4149	Election, Reg. & Vital Statistics	19,413		19,710
4150-4151	Financial Administration	13,388		14,226
4152	Property Assessment	35,000		34,000
4153	Legal Expense	5,100		6,398
4155-4159	Personnel Administration	260,512		249,868
4191-4193	Planning & Zoning	1,600		949
4194	General Government Buildings	94,570		91,253
4195	Cemeteries	10,102		5,622
4196	Insurance	31,240		29,966
4197	Advertising & Regional Assoc.	2,006		2,006
4199	Other General Government			
4210-4214	Police	224,840		224,533
4215-4219	Ambulance	15,097		15,097
4220-4229	Fire	77,862		63,709
4240-4249	Building Inspection	3,135		2,362
4290-4298	Emergency Management	470		359
4299	Other (Incl. Communications)			5,800
4301-4309	Airport Operations			
4311	Administration	70,572		
4312	Highways & Streets	348,646		510,906
4313	Bridges	500		
4316	Street Lighting	2,040		2,211
4319	Other	97,838		
4321	Administration			
4323	Solid Waste Collection			
4324	Solid Waste Disposal	99,466		101,773
4325	Solid Waste Facility Clean-up			
4326-4329	Sewage Coll. & Disposal & Other			1,286

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)

1	2	3	4	5
Acct. #	EXPENDITURE	Voted Appropriations Final MS-2	Other Authorizations* Explain Below	Actual Expenditures
4331	Administration			
4332	Water Services			
4335-4339	Water Treatment, Conserv.& Other			
4351-4352	Admin. and Generation			
4353	Purchase Costs			
4354	Electric Equipment Maintenance			
4359	Other Electric Costs			
4411	Administration			
4414	Pest Control			
4415-4419	Health Agencies & Hosp. & Other	4,519		7,768
4441-4442	Administration & Direct Assist.			
4444	Intergovernmental Welfare Pymts			
4445-4449	Vendor Payments & Other	8,825		5,386
4520-4529	Parks & Recreation	34,448		18,712
4550-4559	Library	83,602		51,798
4583	Patriotic Purposes	6,050		7,092
4589	Other Culture & Recreation	4,109		3,236
4611-4612	Admin.& Purch. of Nat. Resources			
4619	Other Conservation	1,480		1,019
4631-4632	Redevelopment and Housing			
4851-4859	Economic Development			
4711	Princ.- Long Term Bonds & Notes	161,570		160,779
4721	Interest-Long Term Bonds & Notes	14,995		15,780
4723	Int. on Tax Anticipation Notes			
4790-4799	Other Debt Service			

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)

1	2	3	4	5
Acct. #	EXPENDITURE	Voted Appropriations Final MS-2	Other Authorizations* Explain Below	Actual Expenditures
4901	Land			
4902	Machinery, Vehicles & Equipment			
4903	Buildings			
4909	Improvements Other Than Bldgs.	355,000	275,185	636,276
4912	To Special Revenue Fund			
4913	To Capital Projects Fund			
4914	To Enterprise Fund	63,610		
	- Sewer			
	- Water			
	- Electric			
	- Airport			
4915	To Capital Reserve Fund	10,000		10,000
4916	To Expend. Trust Fund - not #4917			
4917	To Health Maint. Trust Funds			
4918	To Nonexpendable Trust Funds			
4919	To Fiduciary Funds			
4931	Taxes Assessed for County	279,666		279,666
4932	Taxes Assessed for Village Dist.			
4933	Taxes Assessed for Local Educ.	2,751,973		2,751,973
4934	Taxes Assessed for State Educ.	577,519		577,519
4939	Payments to Other Governments			
Less Proprietary Funds or Capital Project Funds				
		5,939,186	275,185	6,073,361

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)
4909	Grants

NOTE: NH law requires all municipalities to gross appropriate. Full disclosure of those appropriations and offsetting revenues are required on this report. Those amounts accounted for in proprietary or other funds are subtracted from this report for purposes of general fund balance sheet disclosure. See the municipality's audited financials for more information on proprietary funds or capital project funds.

Hancock	
2011	Reporting Year
n/a	Op FY Reporting Year

1	2	3	4
Acct. #	SOURCE OF REVENUE	Estimated Revenues Used to Set Tax Rate	Actual Revenues
3110	Property Taxes (commitment less overlay)	4,844,254	4,838,513
3120	Land Use Change Taxes - General Fund	7,550	7,550
3121	Land Use Change Taxes - Conservation Fund		
3180	Resident Taxes		
3185	Timber Taxes	1,000	3,301
3186	Payment in Lieu of Taxes	30,121	30,121
3187	Excavation Tax (\$.02 cents per cu yd)		36
3189	Other Taxes		
3190	Interest & Penalties on Delinquent Taxes	23,600	22,419
	Inventory Penalties		
3210	Business Licenses & Permits	9,000	9,601
3220	Motor Vehicle Permit Fees	270,000	261,704
3230	Building Permits	2,000	1,253
3290	Other Licenses, Permits & Fees	2,550	3,643
3311-3319	From Federal Government		
3351	Shared Revenues		
3352	Meals & Rooms Tax Distribution	73,885	73,885
3353	Highway Block Grant	95,219	95,219
3354	Water Pollution Grant		
3355	Housing & Community Development		
3356	State & Federal Forest Land Reimbursement		
3357	Flood Control Reimbursement	1,832	
3359	Other (Including Railroad Tax)		29,742
3379	From Other Governments		252,422
3401-3406	Income from Departments	57,000	62,715
3409	Other Charges		
3501	Sale of Municipal Property	310	2,110
3502	Interest on Investments	2,500	2,422
3503-3509	Other	28,000	36,261
3912	From Special Revenue Funds	20,819	
3913	From Capital Projects Funds		
3914	From Enterprise Funds	63,610	
	Sewer - (Offset)		
	Water - (Offset)		
	Electric - (Offset)		
	Airport - (Offset)		
3915	From Capital Reserve Funds		2,174
3916	From Trust & Fiduciary Funds	18,202	2,575
3917	Transfers from Conservation Fund		
3934	Proceeds from Long Term Bonds & Notes	355,000	355,000
Less Proprietary Funds or Capital Project Funds			
		5,906,452	6,092,666

General Fund Balance Sheet for Town/City of

Hancock

2011

or Optional Reporting Year = n/a

a. Cash and equivalents	1010	1,505,310	1,636,737
b. Investments	1030	160,145	202,620
c. Restricted Assets			
d. Taxes receivable	1080	139,045	153,403
e. Tax liens receivable	1110	68,403	40,380
f. Accounts receivable	1150	9,461	890
g. Due from other governments	1260	177,871	55,112
h. Due from other funds	1310	33,227	17,522
i. Other current assets	1400		
j. Tax deeded property (subject to resale)	1670		
		2,093,462	2,106,664
a. Warrants and accounts payable	2020	44,789	23,055
b. Compensated absences payable	2030		
c. Contracts payable	2050	60,553	60,553
d. Due to other governments	2070		3,079
e. Due to school districts	2075	1,443,005	1,460,745
f. Due to other funds	2080	16,512	270
g. Deferred revenue	2220		46,558
h. Notes payable - Current	2230		
i. Bonds payable - Current	2250		
j. Other payables	2270	48,153	12,649
		1,613,012	1,606,909
a. Nonspendable Fund Balance	2440		
b. Restricted Fund Balance	2450		36,861
c. Committed Fund Balance	2460		
d. Assigned Fund Balance	2490	32,735	61,145
e. Unassigned Fund Balance	2530	447,715	401,749
		480,450	499,755
		2,093,462	2,106,664

NOTE: NH law requires all municipalities to gross appropriate, but this balance sheet only reflects the general fund. See the municipality's audited financials for more information on proprietary funds or capital project funds.

MS-5	RECONCILIATION (to assist in balance sheet preparation)			
	Total Revenues From Page 5		6,092,666	
	Less Expenditures From Page 4		6,073,361	
	Increase (decrease)		19305	
	Ending Fund Equity From Balance Sheet		499,755	These cells should be equal
	Less Beginning Fund Equity From Balance Sheet		480,450	
	Increase (decrease)		19305	
	1. School district liability at beg. of year (From balance sheet Acct # 2075, column b)		1,443,005	
	2. ADD: School district assessment for current year		3,320,492	
	3. TOTAL LIABILITY WITHIN CURRENT YEAR (Sum of lines 1 and 2)		4,772,497	
	4. SUBTRACT: Payments made to school district		< 3,311,752 >	
	(To balance sheet Acct # 2075, column c)		1,460,745	
	1. Short-term (TANS) debt at beginning of year	\$	0.00	
	2. ADD: New issues during current year		0.00	
	3. SUBTRACT: Issues retired during current year	<	0.00 >	
	4. Short-term (TANS) debt outstanding at end of year (Lines 1 + 2 - 3) (To balance sheet in Acct # 2230, column c)		0.00	
SAMPLE FIGURES USED FOR ILLUSTRATION. USE THE MUNICIPALITY'S ACTUAL FIGURES				

MS-5 OPTIONAL RECONCILIATION (to assist in balance sheet preparation)			
	(a)	(b)	(c)
1. Overlay/Allowance for Uncollectibles/Abatements (Beginning of year) *			-
2. SUBTRACT: Abatements made (From pgs. 2-3 of tax collector's report)			-
3. SUBTRACT: Discounts (From pg. 2 of tax collector's report)			-
4. SUBTRACT: Refunds (Cash abatements - from treasurer or bookkeeper)			-
5. ESTIMATED ALLOWANCE FOR ABATEMENTS AT END OF YEAR ** (These amounts should be carried down to Section B, line 2)			-
6. Excess of estimate (Add to revenue on page 5)	-	-	-
<p>*Use overlay amount from tax rate for column (a) and use last year's balance of line 5, Allowance for abatements for column b (see your form from last year) .</p> <p>**The amount in column c will go into line 1(b) for next year's worksheet.</p>			
	(a)	(b)	(c)
1. Uncollected, end of year			-
2. SUBTRACT: "Overlay" carried forward as Allowance for Abatements (from Section A above, line 5)	↓ -	↓ -	↓ -
3. Receivable, end of year (To Balance Sheet Acct.#1080 and 1110, column c)	-	-	-

****SAMPLE FIGURES USED FOR ILLUSTRATION. USE THE MUNICIPALITY'S ACTUAL FIGURES****

