

WAB \$982,685

CPA: Plodzik + Sanders

PDF 10/12/12

MS-5

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.

Margaret Seymour
Miked Gilman
MICHAEL T. BARTZ

Margaret Seymour
M. Bartz

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)
Gregory A. Colby, CPA

Signature Greg Colby

Regular Office Hours
Mon-Fri 8:00-4:00

Email address
gcolby@plodzik.com

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RECEIVED

OCT 04 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
GENERAL GOVERNMENT TOTAL =				
<i>show detail below</i>				
4130-4139	Executive	265,202		245,149
4140-4149	Election, Reg. & Vital Statistics	223,325		223,288
4150-4151	Financial Administration	139,980		141,474
4152	Property Assessment	123,850		119,507
4153	Legal Expense	91,075		50,752
4155-4159	Personnel Administration	79,038		75,635
4191-4193	Planning & Zoning	83,883		107,428
4194	General Government Buildings	79,534		72,594
4195	Cemeteries	72,000		72,000
4196	Insurance	57,694		58,438
4197	Advertising & Regional Assoc.	18,967		18,715
4199	Other General Government	39,388		39,388
PUBLIC SAFETY TOTAL =				
<i>show detail below</i>				
4210-4214	Police	1,093,073		1,095,219
4215-4219	Ambulance	85,365		85,405
4220-4229	Fire	916,287		848,328
4240-4249	Building Inspection			0
4290-4298	Emergency Management			0
4299	Other (Incl. Communications)	168,142		168,987
AIRPORT/AVIATION CENTER TOTAL =				
<i>show detail below</i>				
4301-4309	Airport Operations			
HIGHWAYS & STREETS TOTAL =				
<i>show detail below</i>				
4311	Administration	85,662		82,984
4312	Highways & Streets	924,150		899,689
4313	Bridges			0
4316	Street Lighting	60,318		60,076
4319	Other			0
SANITATION TOTAL =				
<i>show detail below</i>				
4321	Administration			0
4323	Solid Waste Collection			0
4324	Solid Waste Disposal			0
4325	Solid Waste Facility Clean-up			0
4326-4329	Sewage Coll. & Disposal & Other			0
<i>Page Sub-Totals</i>		<i>4,506,933</i>	<i>0</i>	<i>4,163,059</i>

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
WATER DISTRIBUTION & TREATMENT * show detail below				
4331	Administration			
4332	Water Services			
4335-4339	Water Treatment, Conserv. & Other			
ELECTRIC * show detail below				
4351-4352	Admin. and Generation			
4353	Purchase Costs			
4354	Electric Equipment Maintenance			
4359	Other Electric Costs			
HEALTH * show detail below				
4411	Administration			0
4414	Pest Control	1,150		991
4415-4419	Health Agencies & Hosp. & Other	60,525		60,525
WELFARE * show detail below				
4441-4442	Administration & Direct Assist.	69,645		52,899
4444	Intergovernmental Welfare Pymts			0
4445-4449	Vendor Payments & Other			0
CULTURE & RECREATION * show detail below				
4520-4529	Parks & Recreation			0
4550-4559	Library			0
4583	Patriotic Purposes	400		151
4589	Other Culture & Recreation			0
CONSERVATION * show detail below				
4611-4612	Admin. & Purch. of Nat. Resources	4,701		1,728
4619	Other Conservation			
4631-4632	Redevelopment and Housing			
4651-4659	Economic Development			
DEBT SERVICE * show detail below				
4711	Princ.- Long Term Bonds & Notes	826,750		961,249
4721	Interest-Long Term Bonds & Notes	315,836		312,465
4723	Int. on Tax Anticipation Notes	1,000		0
4790-4799	Other Debt Service			0
<i>Page Sub-Totals</i>		<i>1,390,007</i>	<i>0</i>	<i>1,390,009</i>

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

MS-5

Financial Report of the Budget - Town/City of

Town/City Name

Reporting Year = 2011

OP FY Reporting Year = n/a

1	2	3	4	5
Acct. #	EXPENDITURE	Voted Appropriations Final MS-2	Other Authorizations* Explain Below	Actual Expenditures
CAPITAL OUTLAY show detail below				
4901	Land			0
4902	Machinery, Vehicles & Equipment	115,433		40,946
4903	Buildings			0
4909	Improvements Other Than Bldgs.	1,350,000		1,963,933
OPERATING TRANSFERS OUT show detail below				
4912	To Special Revenue Fund	1,639,615		1,908,096
4913	To Capital Projects Fund			0
4914	To Enterprise Fund			0
	- Sewer			
	- Water			
	- Electric			
	- Airport			
4915	To Capital Reserve Fund			0
4916	To Expend.Trust Fund - not #4917			0
4917	To Health Maint. Trust Funds			0
4918	To Nonexpendable Trust Funds			0
4919	To Fiduciary Funds			0
	<i>Page Sub-Totals</i>	<i>3,105,048</i>	<i>0</i>	<i>3,912,032</i>
	<i>Total Local Expenditure Sub-Totals</i>	<i>2,991,988</i>	<i>0</i>	<i>3,798,032</i>
PAYMENTS TO OTHER GOVERNMENTS				
4931	Taxes Assessed for County			928,981
4932	Taxes Assessed for Village Dist.			0
4933	Taxes Assessed for Local Educ.			7,574,836
4934	Taxes Assessed for State Educ.			1,223,858
4939	Payments to Other Governments			0
Less Proprietary Funds or Capital Project Funds		1,350,000		3,523,815
		7,641,988	0	15,971,899

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

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.

			Town/City Name	
			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	
TAXES				
3110	Property Taxes (commitment less overlay)	4,665,479	14,498,701	
3120	Land Use Change Taxes - General Fund	500	0	
3121	Land Use Change Taxes - Conservation Fund		0	
3180	Resident Taxes			
3185	Timber Taxes	6,000	9,128	
3186	Payment in Lieu of Taxes	46,000	40,827	
3187	Excavation Tax (\$.02 cents per cu yd)	500	0	
3189	Other Taxes			
3190	Interest & Penalties on Delinquent Taxes	116,000	129,749	
	Inventory Penalties			
LICENSES, PERMITS & FEES				
3210	Business Licenses & Permits	1,500	0	
3220	Motor Vehicle Permit Fees	847,000	889,745	
3230	Building Permits	2,000	3,280	
3290	Other Licenses, Permits & Fees	62,700	69,498	
3311-3319	From Federal Government		0	
FROM STATE				
3351	Shared Revenues		0	
3352	Meals & Rooms Tax Distribution	264,782	264,782	
3353	Highway Block Grant	182,259	182,259	
3354	Water Pollution Grant		0	
3355	Housing & Community Development			
3356	State & Federal Forest Land Reimbursement		0	
3357	Flood Control Reimbursement		0	
3359	Other (Including Railroad Tax)	24,800	24,826	
3379	From Other Governments		0	
CHARGES FOR SERVICES				
3401-3406	Income from Departments	7,875	6,050	
3409	Other Charges			
MISCELLANEOUS REVENUES				
3501	Sale of Municipal Property	12,000	8,064	
3502	Interest on Investments	1,300	2,328	
3503-3509	Other	1,700	25,584	
INTERFUND OPERATING TRANSFERS IN				
3912	From Special Revenue Funds	1,386,893	1,268,631	
3913	From Capital Projects Funds		1,793,286	
3914	From Enterprise Funds		0	
	Sewer - (Offset)			
	Water - (Offset)			
	Electric - (Offset)			
	Airport - (Offset)			
3915	From Capital Reserve Funds		0	
3916	From Trust & Fiduciary Funds		0	
3917	Transfers from Conservation Fund		0	
OTHER FINANCING SOURCES				
3934	Proceeds from Long Term Bonds & Notes	1,350,000	0	
Less Proprietary Funds or Capital Project Funds		1,350,000	3,061,917	
		7,629,288	16,154,821	

NOTE: NH law requires all municipalities to gross appropriate. Full disclosure of those appropriations and offsetting revenues are required on this report. Those revenues 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.

General Fund Balance Sheet for Town/City of		Town/City Name	2011
		or Optional Reporting Year = n/a	
A. ASSETS	Acct. #	Beginning of Year	End of year
Current assets	(a)	(b)	(c)
a. Cash and equivalents	1010	2,716,305	365,044
b. Investments	1030	2,118,602	3,108,659
c. Restricted Assets		0	0
d. Taxes receivable(See Section D, page 7)	1080	782,746	631,473
e. Tax liens receivable(See Section D, page 7)	1110	408,551	390,055
f. Accounts receivable	1150	31,154	38,539
g. Due from other governments	1260	0	0
h. Due from other funds	1310	0	488,254
i. Other current assets	1400	12,073	11,941
j. Tax deeded property (subject to resale)	1670	15,482	15,482
		6,084,913	5,049,447
a. Warrants and accounts payable	2020	82,060	147,815
b. Compensated absences payable	2030	0	0
c. Contracts payable	2050	0	0
d. Due to other governments	2070	36,707	21,255
e. Due to school districts	2075	4,134,230	3,471,694
f. Due to other funds	2080	545,142	0
g. Deferred revenue	2220	3,815	3,005
h. Notes payable - Current	2230	0	0
i. Bonds payable - Current	2250	0	0
j. Other payables	2270	238,029	177,826
		5,039,983	3,821,595
a. Nonspendable Fund Balance	2440	15,482	27,423
b. Restricted Fund Balance	2450		
c. Committed Fund Balance	2460		
d. Assigned Fund Balance	2490	12,860	217,744
e. Unassigned Fund Balance	2530	1,016,588	982,685
		1,044,930	1,227,852
		6,084,913	5,049,447

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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)			
A. GENERAL FUND BALANCE SHEET RECONCILIATION				
	Total Revenues From Page 5	16,154,821		
	Less Expenditures From Page 4	15,971,899		
	Increase (decrease)	182922		
	Ending Fund Equity From Balance Sheet	1,227,852		These cells should be equal
	Less Beginning Fund Equity From Balance Sheet	1,044,930		
	Increase (decrease)	182922		
B. RECONCILIATION OF SCHOOL DISTRICT LIABILITY ACCT. #2075				
				Amount
	1. School district liability at beg. of year (From balance sheet Acct # 2075, column b)			4,134,230
	2. ADD: School district assessment for current year			8,798,694
	3. TOTAL LIABILITY WITHIN CURRENT YEAR (Sum of lines 1 and 2)			12,932,924
	4. SUBTRACT: Payments made to school district			< 9,461,230 >
	(To balance sheet Acct # 2075, column c)			3,471,694
C. RECONCILIATION OF TAX ANTICIPATION NOTES				
				Amount
	1. Short-term (TANS) debt at beginning of year	\$		-
	2. ADD: New issues during current year			-
	3. SUBTRACT: Issues retired during current year	<		>
	4. Short-term (TANS) debt outstanding at end of year (Lines 1 + 2 - 3) (To balance sheet in Acct # 2230, column c)			-
SAMPLE FIGURES USED FOR ILLUSTRATION. USE THE MUNICIPALITY'S ACTUAL FIGURES				

Reporting Year = 2011 Op FY Reporting Year = n/a

(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)
Description	Original obligation	Purpose	Annual installment	Interest rate	Date of final payment	Bonds o/s at beginning of year	Bonds issued this year	Bonds retired this year	Bonds o/s at end of year
Sewer Facility	\$ 177,500 S		Var	5.00%	Jul-05	\$ 64,900	\$ -	\$ 64,900	\$ -
Public Improvements	225,000 G		Var	6.5-7%	Jul-05	10,000	-	10,000	-
Industrial Park Access Road	519,000 G		Var	5.25%	Jul-05	325,474	-	325,474	-
Landfill Closure	1,177,105 G		Var	4.61%	2,023	503,243	-	121,544	\$ 381,699
Police Station	1,650,000 G		Var	3.63%	2,028	1,519,737	-	88,842	\$ 1,432,895
Police Station Set Up	229,000 G		Var	2.87%	2,013	143,125	-	57,250	\$ 85,875
Grove Street Bridge	1,500,000 G		Var	3.63%	2,028	1,381,578	-	78,947	\$ 1,302,632
Opera House	500,000 G		Var	3.29%	2,018	416,666	-	55,555	\$ 361,111
Reddington Street Bridge	500,000 G		Var	3.29%	2,018	416,666	-	55,555	\$ 361,111
Main Street Phase I	500,000 G		Var	3.29%	2,019	472,222	-	55,555	\$ 416,667
TransCanada Settlement	393,169 G		Var	3.18%	2,020	4,400,000	-	440,000	\$ 3,960,000
Sewer Facility and Industrial Park	- G		Var	4.06%	2,022	-	393,169	-	\$ 393,169
TOTAL	\$ 7,370,774					\$ 9,653,612	\$ 393,169	\$ 1,351,622	\$ 8,695,159

Remarks