

CPA: Mercier Group

WAB \$287,796

MS-5

PDF 11/7/12

FINANCIAL REPORT OF THE TOWN OR CITY BUDGET

Enter TOWN/CITY Name Here >

Town of Warren, NH

Enter Calendar Reporting Year Here >

2011

(January 1 to December 31)

Enter Optional Reporting Year Here >

n/a

(July 1 to June 30)

DOES THE TOWN/CITY ACCOUNT FOR SOME EXPENDITURES AS PROPRIETARY FUNDS OR CAPITAL PROJECT FUNDS?

No

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 Report By April 1 For Calendar Fiscal Year and By September 1 for Optional Fiscal Year

GOVERNING BODY (SELECTMEN)

Date Signed: 11/5/2012

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

Paul J. Mercier, Jr.
William B. Rudy

PREPARER

Under penalties of perjury, I declare that I have examined the information contained in this report 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)

The Mercier Group, pc

Signature

Paul J Mercier, Jr., cpa

Regular Office Hours

M-F; 8am-5pm

Email address

pmercier01@comcast.net

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RECEIVED

NOV 07 2012

NH DEPT OF REV ADMIN
MUNICIPAL SERVICES

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

MS-5

Rev. 04/12

MS-5

Financial Report of the Budget - Town/City of Town of Warren, NH

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
GENERAL GOVERNMENT TOTAL = show detail below				
4130-4139	Executive	52,576		47,404
4140-4149	Election, Reg. & Vital Statistics	18,030		15,826
4150-4151	Financial Administration	31,946		21,924
4152	Property Assessment	22,000		20,086
4153	Legal Expense	15,000		10,038
4155-4159	Personnel Administration	15,400		13,620
4191-4193	Planning & Zoning	890		187
4194	General Government Buildings	21,939		33,222
4195	Cemeteries	14,380	1,625	14,637
4196	Insurance	39,362		38,054
4197	Advertising & Regional Assoc.	3,657		3,708
4199	Other General Government	2,250		0
PUBLIC SAFETY TOTAL = show detail below				
4210-4214	Police	24,803		17,461
4215-4219	Ambulance			
4220-4229	Fire	35,813	3,032	31,488
4240-4249	Building Inspection	500		0
4290-4298	Emergency Management	250		0
4299	Other (Incl. Communications)	751		300
AIRPORT/AVIATION CENTER TOTAL = show detail below				
4301-4309	Airport Operations			
HIGHWAYS & STREETS TOTAL = show detail below				
4311	Administration	77,817		50,082
4312	Highways & Streets	87,590		67,399
4313	Bridges	4,000		2,628
4316	Street Lighting	8,000		7,033
4319	Other	1,600		0
SANITATION TOTAL = show detail below				
4321	Administration	23,476		24,661
4323	Solid Waste Collection	18,400		16,304
4324	Solid Waste Disposal			
4325	Solid Waste Facility Clean-up	4,300		5,302
4326-4329	Sewage Coll. & Disposal & Other			
Page/Sub-Totals		524,730	4,657	441,364

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)
4195	Withdrawal from Expendable Trust - Cemeteries approved by agent/Selectboard
4220	Withdrawal from Expendable Trust - Fire Expendable approved by agent/Selectboard

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			
4414	Pest Control			
4415-4419	Health Agencies & Hosp. & Other	35,088		35,088
WELFARE = show detail below				
4441-4442	Administration & Direct Assist.	1		0
4444	Intergovernmental Welfare Pymts			
4445-4449	Vendor Payments & Other	3,500		840
CULTURE & RECREATION = show detail below				
4520-4529	Parks & Recreation	5,500		4,298
4550-4559	Library	23,505		0
4583	Patriotic Purposes	9,200		0
4589	Other Culture & Recreation	250		302
CONSERVATION = show detail below				
4611-4612	Admin. & Purch. of Nat. Resources			
4619	Other Conservation	100		0
4631-4632	Redevelopment and Housing			
4651-4659	Economic Development			
DEBT SERVICE = show detail below				
4711	Princ. - Long Term Bonds & Notes			
4721	Interest - Long Term Bonds & Notes			
4723	Int. on Tax Anticipation Notes	1		0
4790-4799	Other Debt Service	1		0
<i>Page Sub-Totals</i>		77,146		40,528

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)
4550	Transfer to Special Revenue Fund - Library was budgeted on this line instead of 4912
4583	Transfer to Special Revenue Fund - Old Home Day was budgeted on this line instead of 4912

MS-5

Financial Report of the Budget - Town/City of **Town of Warren, NH**

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			
4902	Machinery, Vehicles & Equipment			1,298
4903	Buildings	15,000		14,000
4909	Improvements Other Than Bldgs.		101,034	76,951
OPERATING TRANSFERS OUT show detail below				
4912	To Special Revenue Fund			32,705
4913	To Capital Projects Fund			
4914	To Enterprise Fund			
	- Sewer			
	- Water			
	- Electric			
	- Airport			
4915	To Capital Reserve Fund	26,750		26,750
4916	To Expend. Trust Fund - not #4917	35,000		35,000
4917	To Health Maint. Trust Funds			
4918	To Nonexpendable Trust Funds			
4919	To Fiduciary Funds			
	<i>Page Sub-Totals</i>	<i>76,750</i>	<i>101,034</i>	<i>186,704</i>
	<i>Total Local Expenditure Sub-Totals</i>	<i>678,626</i>	<i>105,691</i>	<i>668,596</i>
PAYMENTS TO OTHER GOVERNMENTS				
4931	Taxes Assessed for County		121,448	121,448
4932	Taxes Assessed for Village Dist.			0
4933	Taxes Assessed for Local Educ.		918,880	918,880
4934	Taxes Assessed for State Educ.		181,247	181,247
4939	Payments to Other Governments			0
Loss Proprietary Funds, Special Revenue Funds, or Capital Project Funds				
TOTAL GENERAL FUND EXPENDITURES		678,626	1,327,266	1,890,174

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)
4909	\$48,003 Transfer from Capital Reserve Fund - Baker River Restoration approved by agent/Selectboard
4909	\$52,431 FEMA disaster assistance received for Hurricane Irene storm damages
4912	Transfer to Joseph Patch Library = \$23,505 was budgeted at 4550
4912	Transfer to Old Home Day = \$9,200 was budgeted at 4583

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 Page 10 for revolving funds and the municipality's audited financials for more information on proprietary funds, special revenue funds, or capital project funds.

			Town of Warren, NH	
			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)			1,543,025
3120	Land Use Change Taxes - General Fund	1,000		0
3121	Land Use Change Taxes - Conservation Fund			
3180	Resident Taxes			
3185	Timber Taxes	15,000		16,514
3186	Payment in Lieu of Taxes	41,709		42,054
3187	Excavation Tax (\$.02 conls per cu yd)	400		731
3189	Other Taxes			
3190	Interest & Penalties on Delinquent Taxes	40,000		50,939
	Inventory Penalties	700		0
	LICENSES, PERMITS & FEES			
3210	Business Licenses & Permits	4,800		5,887
3220	Motor Vehicle Permit Fees	105,000		109,102
3230	Building Permits			64
3290	Other Licenses, Permits & Fees	1,250		1,709
3311-3319	From Federal Government			52,431
	FROM STATE			
3351	Shared Revenues			
3352	Meals & Rooms Tax Distribution	40,403		40,403
3353	Highway Block Grant	39,227		38,177
3354	Water Pollution Grant			
3355	Housing & Community Development			
3356	State & Federal Forest Land Reimbursement			
3357	Flood Control Reimbursement			
3359	Other (Including Railroad Tax)	2,250		866
3370	From Other Governments	300		0
	CHARGES FOR SERVICES			
3401-3406	Income from Departments	1,300		2,240
3409	Other Charges	19,000		19,032
	MISCELLANEOUS REVENUES			
3501	Sale of Municipal Property	100		12,373
3502	Interest on Investments	4,500		5,025
3503-3509	Other			440
	INTERFUND OPERATING TRANSFERS IN			
3912	From Special Revenue Funds			
3913	From Capital Projects Funds			
3914	From Enterprise Funds			
	Sewer - (Offset)			
	Water - (Offset)			
	Electric - (Offset)			
	Airport - (Offset)			
3915	From Capital Reserve Funds			53,260
3916	From Trust & Fiduciary Funds			
3917	Transfers from Conservation Fund			
	OTHER FINANCING SOURCES			
3934	Proceeds from Long Term Bonds & Notes			
	Less Proprietary Funds, Special Revenue Funds, or Capital Project Funds			
	TOTAL GENERAL FUND REVENUE	316,939		1,994,272

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, special revenue funds, or capital project funds. Also see supplemental schedule on page 10.

General Fund Balance Sheet for Town/City of		Town of Warren, NH	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	546,397	558,337
b. Investments	1030		
c. Restricted Assets			
d. Taxes receivable	1080	283,002	300,054
e. Tax liens receivable	1110	170,928	189,181
f. Accounts receivable	1150		
g. Due from other governments	1260		52,431
h. Due from other funds	1310	2,500	2,500
i. Other current assets	1400		
j. Tax deeded property (subject to resale)	1670		
TOTAL ASSETS		1,002,827	1,102,503
B. LIABILITIES AND FUND EQUITY	Acct. #	Beginning of Year	End of year
Current liabilities	(a)	(b)	(c)
a. Warrants and accounts payable	2020	13,057	0
b. Compensated absences payable	2030		
c. Contracts payable	2050		
d. Due to other governments	2070		
e. Due to school districts	2075	574,691	550,063
f. Due to other funds	2080		
g. Deferred revenue	2220	213,000	245,000
h. Notes payable - Current	2230		
i. Bonds payable - Current	2250		
j. Other payables	2270	12,290	13,550
TOTAL CURRENT LIABILITIES		813,038	808,613
Fund equity			
a. Nonspendable Fund Balance	2440		
b. Restricted Fund Balance	2450		
c. Committed Fund Balance	2460	10,435	6,094
d. Assigned Fund Balance	2490		
e. Unassigned Fund Balance	2530	179,354	287,796
TOTAL FUND EQUITY		189,789	293,890
3 TOTAL LIABILITIES AND FUND EQUITY		1,002,827	1,102,503

*Note: To be GASB 54 compliant, the fund balance classifications have changed. See tab called Fund Balance Explanation.

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, special revenue, or capital project funds.

MS-5	RECONCILIATION (to assist in balance sheet preparation)			
A. GENERAL FUND BALANCE SHEET RECONCILIATION				
	Total Revenues From Page 5		1,994,272	
	Less Expenditures From Page 4		1,890,171	
	Increase (decrease)		104,101	
	Ending Fund Equity From Balance Sheet		293,890	These cells should be equal
	Less Beginning Fund Equity From Balance Sheet		189,789	
	Increase (decrease)		104,101	
B. RECONCILIATION OF SCHOOL DISTRICT LIABILITY ACCT. #2075			Amount	
	1. School district liability at beg. of year (From balance sheet Acct # 2075, column b)			574,691
	2. ADD: School district assessment for current year			1,100,127
	3. TOTAL LIABILITY WITHIN CURRENT YEAR (Sum of lines 1 and 2)			1,674,818
	4. SUBTRACT: Payments made to school district			< 1,124,755 >
	(To balance sheet Acct # 2075, column c)			550,063
C. RECONCILIATION OF TAX ANTICIPATION NOTES			Amount	
	1. Short-term (TANS) debt at beginning of year	S		
	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				