

No CPA

UAB \$825,353

FINANCIAL REPORT OF THE TOWN OR CITY BUDGET

Enter TOWN/CITY Name Here >

BARTLETT

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

GOVERNING BODY (SELECTMEN)

Date Signed: **11/09/2012 rev**

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.

Gene G. Chandler

Douglas A. Garland

David A. Patch

Gene G. Chandler
Doug Garland
David Patch



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)

LYNN P. JONES, ADMIN. ASST. TO SELECTMEN

Signature

Lynn P Jones

Regular Office Hours

MON. - THURS. 8AM-1PM

Email address

bartlettselectmn@firstbridge.net

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RECEIVED

DEC 04 2012

NH DEPT OF REVENUE ADMIN
MUNICIPAL SERVICES

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

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			
4903	Buildings			
4909	Improvements Other Than Bldgs.			
	OPERATING TRANSFERS OUT show detail below			
4912	To Special Revenue Fund			
4913	To Capital Projects Fund			
4914	To Enterprise Fund			
	- Sewer			
	- Water			
	- Electric			
	- Airport			
4915	To Capital Reserve Fund	35,000		35,000
4916	To Expend. Trust Fund - not #4917			
4917	To Health Maint. Trust Funds			
4918	To Nonexpendable Trust Funds			
4919	To Fiduciary Funds			
	<i>Page Sub-Totals</i>	35,000	0	35,000
	<i>Total Local Expenditure Sub-Totals</i>	4,712,440	0	3,453,905
	PAYMENTS TO OTHER GOVERNMENTS			
4931	Taxes Assessed for County	998,366		998,336
4932	Taxes Assessed for Village Dist.	392,354		392,354
4933	Taxes Assessed for Local Educ.	4,779,300		4,779,300
4934	Taxes Assessed for State Educ.	2,385,277		2,385,277
4939	Payments to Other Governments	0		1,525
	Less Proprietary Funds or Capital Project Funds			
	TOTAL GENERAL FUND EXPENDITURES	13,267,737	0	12,010,697

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.

			BARTLETT	
			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)	9,805,095	9,805,095	
3120	Land Use Change Taxes - General Fund	4,800	0	
3121	Land Use Change Taxes - Conservation Fund			
3180	Resident Taxes			
3185	Timber Taxes	10,473	10,140	
3186	Payment in Lieu of Taxes	71,722	71,722	
3187	Excavation Tax (\$.02 cents per cu yd)	500	338	
3189	Other Taxes			
3190	Interest & Penalties on Delinquent Taxes	18,000	23,559	
	Inventory Penalties			
	LICENSES, PERMITS & FEES			
3210	Business Licenses & Permits			
3220	Motor Vehicle Permit Fees	545,000	540,552	
3230	Building Permits	2,000	1,994	
3290	Other Licenses, Permits & Fees	3,000	3,942	
3311-3319	From Federal Government			
	FROM STATE			
3351	Shared Revenues	0	0	
3352	Meals & Rooms Tax Distribution	124,556	124,556	
3353	Highway Block Grant	104,530	104,530	
3354	Water Pollution Grant			
3355	Housing & Community Development			
3356	State & Federal Forest Land Reimbursement			
3357	Flood Control Reimbursement			
3359	Other (Including Railroad Tax)	18,635	18,685	
3379	From Other Governments	5,000	10,000	
	CHARGES FOR SERVICES			
3401-3406	Income from Departments	39,760	51,250	
3409	Other Charges	23,800	26,438	
	MISCELLANEOUS REVENUES			
3501	Sale of Municipal Property	20,000	1,375	
3502	Interest on Investments	866	884	
3503-3509	Other	70,000	70,197	
	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			
3916	From Trust & Fiduciary Funds			
3917	Transfers from Conservation Fund			
	OTHER FINANCING SOURCES			
3934	Proceeds from Long Term Bonds & Notes	2,300,000	2,300,000	
	Less Proprietary Funds or Capital Project Funds			
	TOTAL GENERAL FUND REVENUE	13,167,737	13,165,256	

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		BARTLETT	2011
		or Optional Reporting Year = n/a	
A. ASSETS		Acct. #	Beginning of Year
Current assets		(a)	(b)
			End of year
			(c)
a. Cash and equivalents	1010	767,547	252,330
b. Investments	1030		
c. Restricted Assets			
d. Taxes receivable (See Section D, page 7)	1080	2,966,491	9,863,910
e. Tax liens receivable (See Section D, page 7)	1110	351,213	169,643
f. Accounts receivable	1150		
g. Due from other governments	1260	5,000	730,024
h. Due from other funds	1310		
i. Other current assets	1400	15,352	15,352
j. Tax deeded property (subject to resale)	1670		
TOTAL ASSETS			4,105,603
			11,031,259
B. LIABILITIES AND FUND EQUITY		Acct. #	Beginning of Year
Current liabilities		(a)	(b)
			End of year
			(c)
a. Warrants and accounts payable	2020	3,164	1,171,094
b. Compensated absences payable	2030		
c. Contracts payable	2050		
d. Due to other governments	2070	75,094	429,931
e. Due to school districts	2075	3,492,765	1,042,069
f. Due to other funds	2080		
g. Deferred revenue	2220	63,180	67,788
h. Notes payable - Current	2230		6,765,000
i. Bonds payable - Current	2250	68,500	
j. Other payables	2270	2,082	
TOTAL CURRENT LIABILITIES			3,704,785
			9,475,882
Fund equity *			
a. Nonspendable Fund Balance	2440		
b. Restricted Fund Balance	2450		
c. Committed Fund Balance	2460		730,024
d. Assigned Fund Balance	2490		
e. Unassigned Fund Balance	2530	400,818	825,353
TOTAL FUND EQUITY			400,818
			1,555,377
3. TOTAL LIABILITIES AND FUND EQUITY			4,105,603
			11,031,259

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*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 or capital project funds.

MS-5 OPTIONAL RECONCILIATION (to assist in balance sheet preparation)			
A. USE OF OVERLAY & ALLOWANCE FOR UNCOLLECTIBLES/ABATEMENTS			
	Year of this report	For Prior Levy	TOTAL
	(a)	(b)	(c)
1. Overlay/Allowance for Uncollectibles/Abatements (Beginning of year) *	63,815	23,333	87,148
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)	5,000	5,000	10,000
6. Excess of estimate (Add to revenue on page 5)	58,815	18,333	77,148
<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>			
B. TAXES/LIENS RECEIVABLE WORKSHEET			
	Acct. #1080	Acct. #1110	TOTALS
	Taxes	Liens	
	(a)	(b)	(c)
1. Uncollected, end of year	1,000,000	550,000	1,550,000
2. SUBTRACT: "Overlay" carried forward as Allowance for Abatements (from Section A above, line 5)	5,000	5,000	10,000
3. Receivable, end of year (To Balance Sheet Acct. #1080 and 1110, column c)	995,000	545,000	1,540,000

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

