

CPA: Crane & Bell

#1,077,428

PDF 10/29/12

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

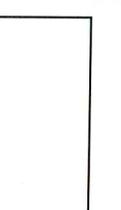
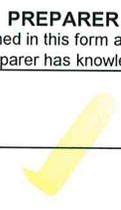
Return Completed Form By April 1 For Calendar Fiscal Year and By September 1 for Optional Fiscal Year

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.

[Handwritten signature]



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)

Crane & Bell, PLLC

Signature

Crane & Bell, PLLC

Regular Office Hours

Monday through Friday 8:00am to 4:30pm

Email address

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RECEIVED

OCT 01 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 =				
show detail below				
4130-4139	Executive	69,906		60,143
4140-4149	Election, Reg. & Vital Statistics	53,420		48,173
4150-4151	Financial Administration	160,628	1,800	151,009
4152	Property Assessment	23,000		20,400
4153	Legal Expense	10,425		12,522
4155-4159	Personnel Administration			
4191-4193	Planning & Zoning	5,462		6,087
4194	General Government Buildings	55,072		51,589
4195	Cemeteries	85,000		59,175
4196	Insurance			
4197	Advertising & Regional Assoc.	2,200		2,181
4199	Other General Government	1,800	(1,800)	
PUBLIC SAFETY TOTAL =				
show detail below				
4210-4214	Police	409,870	(32,000)	381,893
4215-4219	Ambulance	64,964	44,733	97,188
4220-4229	Fire	20,692	15,000	36,947
4240-4249	Building Inspection			
4290-4298	Emergency Management	5,283		293
4299	Other (Incl. Communications)	215,949		203,598
AIRPORT/AVIATION CENTER TOTAL =				
show detail below				
4301-4309	Airport Operations			
HIGHWAYS & STREETS TOTAL =				
show detail below				
4311	Administration			
4312	Highways & Streets	520,006		515,128
4313	Bridges	70,000	(70,000)	
4316	Street Lighting	21,000		23,336
4319	Other	59,500		
SANITATION TOTAL =				
show detail below				
4321	Administration			
4323	Solid Waste Collection	167,656	(20,738)	177,691
4324	Solid Waste Disposal		20,738	20,738
4325	Solid Waste Facility Clean-up			
4326-4329	Sewage Coll. & Disposal & Other	174,083		
Page Sub-Totals		2,195,916	(42,267)	1,868,091

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)
4150 & 4199	Reclassifies budget related to miscellaneous grants from Other General Government to Financial Administration
4210	Reclassify cruiser purchase from Police to Capital Outlay
4313	Reclassify renovation to bridge from Highway to Capital Outlay
4323 & 4324	Reclassify budget related to the disposal of solid waste
4215	Increase budget based on the award of \$44,733 from New Hampshire Emergency Management for the purchase / installation of a generator at 45th Parallel
4220	Increase budget based on the award of \$15,000 from NHCF Tillotson Foundation for the purchase of Jaws of Life for the Fire Precinct

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	100		
4415-4419	Health Agencies & Hosp. & Other	25,775		25,775
WELFARE = show detail below				
4441-4442	Administration & Direct Assist.	3,676		510
4444	Intergovernmental Welfare Pymts			
4445-4449	Vendor Payments & Other			
CULTURE & RECREATION = show detail below				
4520-4529	Parks & Recreation	77,633		112,005
4550-4559	Library	187,525		128,549
4583	Patriotic Purposes	4,000		4,000
4589	Other Culture & Recreation			
CONSERVATION = show detail below				
4611-4612	Admin. & Purch. of Nat. Resources			
4619	Other Conservation	275		225
4631-4632	Redevelopment and Housing			
4651-4659	Economic Development	10,000		10,311
DEBT SERVICE = show detail below				
4711	Princ.- Long Term Bonds & Notes			
4721	Interest-Long Term Bonds & Notes			
4723	Int. on Tax Anticipation Notes	3,000		4,237
4790-4799	Other Debt Service			
<i>Page Sub-Totals</i>		311,984	0	285,612

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
CAPITAL OUTLAY				
show detail below				
4901	Land			
4902	Machinery, Vehicles & Equipment		32,000	86,661
4903	Buildings			
4909	Improvements Other Than Bldgs.		310,000	1,195,780
OPERATING TRANSFERS OUT				
show detail below				
4912	To Special Revenue Fund			477,597
4913	To Capital Projects Fund			
4914	To Enterprise Fund			
	- Sewer	199,448		253,771
	- Water	250,960		169,934
	- Electric			
	- Airport			
4915	To Capital Reserve Fund	92,600		113,412
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>	543,008	342,000	2,297,155
	<i>Total Local Expenditure Sub-Totals</i>	3,050,908	299,733	4,450,858
PAYMENTS TO OTHER GOVERNMENTS				
4931	Taxes Assessed for County			752,174
4932	Taxes Assessed for Village Dist.			110,966
4933	Taxes Assessed for Local Educ.			1,653,347
4934	Taxes Assessed for State Educ.			367,272
4939	Payments to Other Governments			
Less Proprietary Funds or Capital Project Funds				1,073,147
TOTAL GENERAL FUND EXPENDITURES		3,050,908	299,733	6,261,470

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)
4202	Reclassify the cruiser purchase from Police
4909	Reclassify \$70,000 of bridge renovation from Highway
4909	Increase budget based on the award of \$240,000 from CDBG to offset costs associated with the retaining wall project

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.

Colebrook	
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)	4,129,394	4,224,384
3120	Land Use Change Taxes - General Fund	27,066	
3121	Land Use Change Taxes - Conservation Fund		
3180	Resident Taxes		(1,069)
3185	Timber Taxes		25,584
3186	Payment in Lieu of Taxes		
3187	Excavation Tax (\$.02 cents per cu yd)	112	112
3189	Other Taxes		
3190	Interest & Penalties on Delinquent Taxes	74,000	81,001
	Inventory Penalties		
	LICENSES, PERMITS & FEES		
3210	Business Licenses & Permits		
3220	Motor Vehicle Permit Fees	300,000	326,077
3230	Building Permits	1,700	2,115
3290	Other Licenses, Permits & Fees	8,000	8,882
3311-3319	From Federal Government	11,000	1,414,697
	FROM STATE		
3351	Shared Revenues		
3352	Meals & Rooms Tax Distribution	102,770	102,770
3353	Highway Block Grant	97,353	97,353
3354	Water Pollution Grant		
3355	Housing & Community Development		
3356	State & Federal Forest Land Reimbursement		4,005
3357	Flood Control Reimbursement		
3359	Other (Including Railroad Tax)	62,580	49,756
3379	From Other Governments		68,923
	CHARGES FOR SERVICES		
3401-3406	Income from Departments	171,086	119,383
3409	Other Charges	79,848	
	MISCELLANEOUS REVENUES		
3501	Sale of Municipal Property		
3502	Interest on Investments	450	21,108
3503-3509	Other	33,500	291,203
	INTERFUND OPERATING TRANSFERS IN		
3912	From Special Revenue Funds		467,357
3913	From Capital Projects Funds		
3914	From Enterprise Funds		
	Sewer - (Offset)	199,448	129,174
	Water - (Offset)	250,960	220,472
	Electric - (Offset)		
	Airport - (Offset)		
3915	From Capital Reserve Funds	52,000	120,137
3916	From Trust & Fiduciary Funds		
3917	Transfers from Conservation Fund		
	OTHER FINANCING SOURCES		
3934	Proceeds from Long Term Bonds & Notes		
	Less Proprietary Funds or Capital Project Funds		1,302,005
	TOTAL GENERAL FUND REVENUE	5,601,267	6,471,419

General Fund Balance Sheet for Town/City of Colebrook 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	440,312	2,049,024
b. Investments	1030		
c. Restricted Assets			
d. Taxes receivable	1080	1,062,687	539,233
e. Tax liens receivable	1110	230,979	266,856
f. Accounts receivable	1150	2,125	3,202
g. Due from other governments	1260	375,762	887,332
h. Due from other funds	1310	236,183	470,753
i. Other current assets	1400		
j. Tax deeded property (subject to resale)	1670	4,256	4,256
TOTAL ASSETS		2,352,304	4,220,656
B. LIABILITIES AND FUND EQUITY	Acct. #	Beginning of Year	End of year
Current liabilities	(a)	(b)	(c)
a. Warrants and accounts payable	2020	225,682	969,854
b. Compensated absences payable	2030		
c. Contracts payable	2050		
d. Due to other governments	2070		
e. Due to school districts	2075	725,299	545,619
f. Due to other funds	2080	302,693	764,671
g. Deferred revenue	2220	68,067	
h. Notes payable - Current	2230		700,000
i. Bonds payable - Current	2250		
j. Other payables	2270		
TOTAL CURRENT LIABILITIES		1,321,741	2,980,144
Fund equity *			
a. Nonspendable Fund Balance	2440	4,256	4,256
b. Restricted Fund Balance	2450		158,828
c. Committed Fund Balance	2460		
d. Assigned Fund Balance	2490	85,513	
e. Unassigned Fund Balance	2530	940,794	1,077,428
TOTAL FUND EQUITY		1,030,563	1,240,512
3. TOTAL LIABILITIES AND FUND EQUITY		2,352,304	4,220,656

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10/26/12

*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	RECONCILIATION (to assist in balance sheet preparation)				
A. GENERAL FUND BALANCE SHEET RECONCILIATION					
	Total Revenues From Page 5		6,471,419		
	Less Expenditures From Page 4		6,261,470		
	Increase (decrease)		209949		
	Ending Fund Equity From Balance Sheet		1,240,512		These cells should be equal
	Less Beginning Fund Equity From Balance Sheet		1,030,563		
	Increase (decrease)		209949		
B. RECONCILIATION OF SCHOOL DISTRICT LIABILITY ACCT. #2075					
					Amount
	1. School district liability at beg. of year (From balance sheet Acct # 2075, column b)				725,299
	2. ADD: School district assessment for current year				2,020,619
	3. TOTAL LIABILITY WITHIN CURRENT YEAR (Sum of lines 1 and 2)				2,745,918
	4. SUBTRACT: Payments made to school district				< 2,200,299 >
	(To balance sheet Acct # 2075, column c)				545,619
C. RECONCILIATION OF TAX ANTICIPATION NOTES					
					Amount
	1. Short-term (TANS) debt at beginning of year	\$			-
	2. ADD: New issues during current year				1,200,000
	3. SUBTRACT: Issues retired during current year	<			500,000 >
	4. Short-term (TANS) debt outstanding at end of year (Lines 1 + 2 - 3) (To balance sheet in Acct # 2230, column c)				700,000
SAMPLE FIGURES USED FOR ILLUSTRATION. USE THE MUNICIPALITY'S ACTUAL FIGURES					

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) *	-	-	-
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, line2)	-	-	-
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>			
B. TAXES/LIENS RECEIVABLE WORKSHEET	Acct. #1080	Acct.#1110	
(From pgs 2-3 of tax collector's report) >	Taxes	Liens	TOTALS
	(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****

