

PDF 10/17/12

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.

Leslie Hammond
Ronald Wanner

Leslie Hammond
Ted Vallieres
Ronald Wanner

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) Melanson Heath & Company	Signature <u>Franc R Biron</u>
Regular Office Hours 589-2153 2529	Email address fbiron@melansonheath.com

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SEP 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 = show detail below		659,136		644,758
4130-4139	Executive	88,728		77,032
4140-4149	Election, Reg. & Vital Statistics	54,850		52,915
4150-4151	Financial Administration	114,425		117,974
4152	Property Assessment	10,000		-
4153	Legal Expense	8,775		8,478
4155-4159	Personnel Administration	253,357		236,714
4191-4193	Planning & Zoning	13,550		7,581
4194	General Government Buildings	67,951		66,848
4195	Cemeteries	15,500		15,499
4196	Insurance	32,000		31,887
4197	Advertising & Regional Assoc.	-		-
4199	Other General Government	-		29,830
PUBLIC SAFETY TOTAL = show detail below		447,130		443,597
4210-4214	Police	315,442		314,299
4215-4219	Ambulance	-		-
4220-4229	Fire	76,125		74,184
4240-4249	Building Inspection	54,563		54,667
4290-4298	Emergency Management	1,000		447
4299	Other (Incl. Communications)	-		-
AIRPORT/AVIATION CENTER TOTAL = show detail below		-		-
4301-4309	Airport Operations	-		-
HIGHWAYS & STREETS TOTAL = show detail below		485,000		520,170
4311	Administration	485,000		12,262
4312	Highways & Streets	-		374,929
4313	Bridges	-		-
4316	Street Lighting	-		-
4319	Other	-		132,979
SANITATION TOTAL = show detail below		195,637		195,048
4321	Administration	195,637		115,739
4323	Solid Waste Collection	-		-
4324	Solid Waste Disposal	-		73,865
4325	Solid Waste Facility Clean-up	-		5,444
4326-4329	Sewage Coll. & Disposal & Other	-		-
TOTAL =		1,386,903		1,368,174

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			2,000
4411	Administration	-		-
4414	Pest Control	-		-
4415-4419	Health Agencies & Hosp. & Other	-		2,000
	WELFARE - show detail below	14,726		7,823
4441-4442	Administration & Direct Asslst.	14,726		7,823
4444	Intergovernmental Welfare Pymts	-		-
4445-4449	Vendor Payments & Other	-		-
	CULTURE & RECREATION - show detail below	90,860		91,930
4520-4529	Parks & Recreation	8,200		9,330
4550-4559	Library	82,600		82,600
4583	Patriotic Purposes	-		-
4589	Other Culture & Recreation	-		-
	CONSERVATION - show detail below	23		
4611-4612	Admin. & Purch. of Nat. Resources	-		-
4619	Other Conservation	23		-
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	-		-
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)

Financial Report of the Budget - Town/City of **Town of Dunbarton, New Hampshire**

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 <i>(show detail below)</i>	9,000		8,704
4901	Land	-		-
4902	Machinery, Vehicles & Equipment	9,000		8,356
4903	Buildings	-		-
4909	Improvements Other Than Bldgs.	-		348
	OPERATING TRANSFERS OUT <i>(show detail below)</i>	25,000		35,000
4912	To Special Revenue Fund	-		-
4913	To Capital Projects Fund	-		-
4914	To Enterprise Fund	-		-
	- Sewer	-		-
	- Water	-		-
	- Electric	-		-
	- Airport	-		-
4915	To Capital Reserve Fund	25,000		35,000
4916	To Expend. Trust Fund - not #4917	-		-
4917	To Health Maint. Trust Funds	-		-
4918	To Nonexpendable Trust Funds	-		-
4919	To Fiduciary Funds	-		-
	Total Local Expenditure Sub-totals	7,926,452		9,439,036
	PAYMENTS TO OTHER GOVERNMENTS:			
4931	Taxes Assessed for County	801,758		801,758
4932	Taxes Assessed for Village Dist.	-		-
4933	Taxes Assessed for Local Educ.	3,861,455		3,861,455
4934	Taxes Assessed for State Educ.	693,440		693,440
4939	Payments to Other Governments	-		-
	Less Proprietary Funds or Capital Project Funds			
		7,283,105	-	7,305,683

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

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.

Financial Report of the Budget - Town/City of

			Town of Dunbarton, New Hampshire	
			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)	6,408,397	6,393,250 ✓	
3120	Land Use Change Taxes - General Fund	-	-	
3121	Land Use Change Taxes - Conservation Fund	10,000	450	
3180	Resident Taxes	-	-	
3185	Timber Taxes	10,000	31,313	
3186	Payment in Lieu of Taxes	2,884	2,884	
3187	Excavation Tax (\$.02 cents per cu yd)	-	-	
3189	Other Taxes	-	-	
3190	Interest & Penalties on Delinquent Taxes	37,000	35,043	
	Inventory Penalties	-	-	
LICENSES, PERMITS & FEES				
3210	Business Licenses & Permits	-	-	
3220	Motor Vehicle Permit Fees	466,000	473,913	
3230	Building Permits	17,000	11,599	
3290	Other Licenses, Permits & Fees	6,700	8,757	
3311-3319	From Federal Government	-	-	
FROM STATE				
3351	Shared Revenues	-	-	
3352	Meals & Rooms Tax Distribution	123,217	123,217	
3353	Highway Block Grant	96,413	96,413	
3354	Water Pollution Grant	-	-	
3355	Housing & Community Development	-	-	
3356	State & Federal Forest Land Reimbursement	-	-	
3357	Flood Control Reimbursement	19,071	113	
3359	Other (Including Railroad Tax)	-	-	
3379	From Other Governments	-	32,794	
CHARGES FOR SERVICES				
3401-3406	Income from Departments	70,000	92,102	
3409	Other Charges	-	-	
MISCELLANEOUS REVENUES				
3501	Sale of Municipal Property	-	8,031	
3502	Interest on Investments	2,000	-	
3503-3509	Other	5,423	33,247	
INTERFUND OPERATING TRANSFERS IN				
3912	From Special Revenue Funds	9,000	11,556	
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	-	-	
Less Proprietary Funds or Capital Project Funds				
		7,283,105	7,354,682	

General Fund Balance Sheet for Town/City of Town of Dunbarton, I 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	2,647,608	3,080,470
b. Investments	1030	-	-
c. Restricted Assets		56,933	92,935
d. Taxes receivable (See Section D, page 7)	1080	263,064	237,970
e. Tax liens receivable (See Section D, page 7)	1110	84,412	65,067
f. Accounts receivable	1150	-	298
g. Due from other governments	1260	-	-
h. Due from other funds	1310	-	8,356
i. Other current assets	1400	10	509
j. Tax deeded property (subject to resale)	1670	3,756	3,756
		3,055,783	3,489,361
LIABILITIES			
a. Warrants and accounts payable	2020	33,981	58,922
b. Compensated absences payable	2030	-	-
c. Contracts payable	2050	-	-
d. Due to other governments	2070	750	-
e. Due to school districts	2075	2,564,886	2,871,542
f. Due to other funds	2080	-	1,200
g. Deferred revenue	2220	-	-
h. Notes payable - Current	2230	-	-
i. Bonds payable - Current	2250	-	-
j. Other payables	2270	-	16,530
		2,599,617	2,948,194
a. Nonspendable Fund Balance	2440	-	-
b. Restricted Fund Balance	2450	-	17,779
c. Committed Fund Balance	2460	56,933	92,935
d. Assigned Fund Balance	2490	37,545	28,756
e. Unassigned Fund Balance	2530	361,688	401,697
		456,166	541,167
		3,055,783	3,489,361

✓
✓

✓

causes variance per p 7 =

Note: To be GASB 34 compliant the fund balance classifications have to be changed to be called Fund Balance - Available

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.

Town of Dunbarton, New Hampshire

December 31, 2011

BUDGET - EXPENSE/REVENUE

<u>Expense Budget</u>		<u>Revenue Budget</u>	
Per MS-5	7,283,105.00	Per MS-5	7,283,105.00
Less County	(801,758.00)	Less County	(801,758.00)
Less Local Ed	(3,861,455.00)	Less Local Ed	(3,861,455.00)
Less State Ed	(693,440.00)	Less State Ed	(693,440.00)
Net MS- Budget	<u>1,926,452.00</u>	Net MS- Budget	<u>1,926,452.00</u>
Bud per FS	<u>1,926,452.00</u>	Bud per FS	<u>1,926,452.00</u>

ACTUAL - EXPENSE/REVENUES

<u>Actual Expense</u>		<u>Actual Revenue</u>	
Per MS-5	7,305,683.00	Per MS-5	7,354,682.00
Less County		Less County	
Less Local Ed		Less Local Ed	
Less State Ed		Less State Ed	
Net MS- Budget	<u>7,305,683.00</u>	Net MS- Budget	<u>7,354,682.00</u>
Adj GF WTB Exp only (does not include Cap Res)	<u>7,305,683</u>	Adj GF WTB Rev only (does not include Cap Res)	<u>7,354,682</u>

Only applicable if MHCo WTB grossed up for County and Education Expense

FUND BALANCE

<u>Reconciliation of Change in Total Fund Balance</u>			
Prior Year MS-5 Fund Balance	456,166.00	Per MS-5 Actual Revenue	7,354,682.00
Current Year MS-5 Fund Balance	<u>541,167.00</u>	Per MS-5 Actual Expense	<u>7,305,683.00</u>
Current period change	<u>85,001.00</u>	Current period change	<u>48,999.00</u>
		Variance	<u>36,002.00</u>
		Ok to Change in Capital reserves	

CHANGES IN CAPITAL RESERVES

<u>CHANGES IN CAPITAL RESERVES</u>		<u>Current period Activity for Capital Reserves</u>	
Prior Year Capital Reserve (Committed FB)	56,933.00	Transfers from Town	35,000.00
Current Year Capital Reserve (Committed FB)	<u>92,935.00</u>	Transfers out to Town	-
Current period change	<u>36,002.00</u>	Transfers from School District	1,000.00
		Interest	40.00
		Expense	(38.00)
		Net period activity for Capital Reserves	<u>36,002.00</u>

Unassigned Fund Balance Reconciliation

<u>Unassigned Fund Balance Reconciliation</u>		<u>Property Taxes Reconciliation</u>	
Per MS-5		Per MS-5	
Unassigned Fund Balance	<u>401,697.00</u>	Taxes Receivable (net of overlay)	237,970.00
Per FS		Tax Liens receivable (net of overlay)	<u>65,067.00</u>
Unassigned Fund Balance	<u>251,770.00</u>	Total Prop Tax per MS-5	<u>303,037.00</u>
Variance	149,927.00	Per FS	
		Property Taxes	<u>319,046.00</u>

Reconciliation of Variance

Deferred Revenue Per FS	155,936.00	Variance	(16,009.00)
Less Overlay	<u>(16,009.00)</u>		
Total reconciling items	<u>149,927.00</u>		
	ok to above		

MS-5 RECONCILIATION (to assist in balance sheet preparation)			
		Patrick Mohan: The variance between the two cells represents the change in committed fund balance/capital reserves on the balance sheet	
A. GENERAL FUND BALANCE SHEET RECONCILIATION			
Total Revenues From Page 5		7,354,682	
Less Expenditures From Page 4		7,305,683	
Increase (decrease)		48,999	
Ending Fund Equity From Balance Sheet		541,167	These cells should be equal
Less Beginning Fund Equity From Balance Sheet		456,166	
Increase (decrease)		85,001	
B. RECONCILIATION OF SCHOOL DISTRICT LIABILITY ACCT. #2075		Amount	
1. School district liability at beg. of year (From balance sheet Acct # 2075, column b)		2,564,886	
2. ADD: School district assessment for current year		4,554,895	
3. TOTAL LIABILITY WITHIN CURRENT YEAR (Sum of lines 1 and 2)		7,119,781	
4. SUBTRACT: Payments made to school district		< 4,248,239 >	
	(To balance sheet Acct # 2075, column c)	2,871,542	
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)		-	