

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.

Robert Blodgett

Dana McNamee
Elizabeth Bosiak

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)

Roberts & Greene, PLLC

Signature

Roberts & Greene, PLLC

Regular Office Hours

M - F, 8:00-4:30

Email address

rgreene@roberts-greene.com

FOR DRA USE ONLY

RECEIVED

JUL 11 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
4130-4139	Executive	202,729	178	197,190
4140-4149	Election, Reg. & Vital Statistics	47,328		46,037
4150-4151	Financial Administration	152,973	52	146,072
4152	Property Assessment	1		
4153	Legal Expense	20,000		92,750
4155-4159	Personnel Administration	19,951		18,761
4181-4193	Planning & Zoning	80,532		62,138
4194	General Government Buildings	19,305	1,780	22,004
4195	Cemeteries	15,500	1,450	11,665
4196	Insurance	2,250		3,395
4197	Advertising & Regional Assoc.			
4199	Other General Government			
TOTAL				
4210-4214	Police	584,595	5,366	576,501
4215-4219	Ambulance			
4220-4229	Fire	440,543	7,965	430,070
4240-4249	Building Inspection			
4290-4298	Emergency Management	9,054	3,399	9,758
4299	Other (Incl. Communications)			
TOTAL				
4301-4309	Airport Operations			
TOTAL				
4311	Administration	112,815		108,751
4312	Highways & Streets	571,106	463,141	1,029,240
4313	Bridges	4,750		842
4316	Street Lighting	550		522
4319	Other			
TOTAL				
4321	Administration			
4323	Solid Waste Collection	167,235		167,235
4324	Solid Waste Disposal			
4325	Solid Waste Facility Clean-up			
4328-4329	Sewage Coll. & Disposal & Other	20		
GRAND TOTAL		2,451,287	483,591	2,822,451

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)
4130-4312	Prior year encumbrances - page total of \$18,532
4194	BOS agents to expend from Expendable Trust - \$1,780
4312	Road Agent BOS agents to expend from Expendable Trust - \$463,019

1	2	3	4	5
Acct. #	EXPENDITURE	Voted Appropriations Final MS-2	Other Authorizations* Explain Below	Actual Expenditures
4331	Administration			
4332	Water Services	4,000		4,000
4335-4339	Water Treatment, Conserv. & Other			
4351-4352	Admin. and Generation			
4353	Purchase Costs			
4354	Electric Equipment Maintenance			
4359	Other Electric Costs			
4411	Administration	7,915		7,795
4414	Pest Control	816		
4415-4419	Health Agencies & Hosp. & Other	9,501		4,501
4441-4442	Administration & Direct Assist.	16,601		14,730
4444	Intergovernmental Welfare Pymts			
4445-4449	Vendor Payments & Other	42,141	3,929	34,726
4520-4529	Parks & Recreation	27,335		26,984
4550-4559	Library	155,592	(155,592)	
4583	Patriotic Purposes	1,020		813
4589	Other Culture & Recreation	2,000		1,960
4611-4612	Admin. & Purch. of Nat. Resources	5,385	(5,385)	
4619	Other Conservation			
4631-4632	Redevelopment and Housing			
4651-4659	Economic Development		40	
4711	Princ.- Long Term Bonds & Notes			
4721	Interest-Long Term Bonds & Notes			
4723	Int. on Tax Anticipation Notes			
4790-4799	Other Debt Service			
Sub-Totals		272,302	(157,009)	115,293

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)
4445	Expenditure of unanticipated revenues under 31:95c
4550	Budget transfer
4811	Budget transfer
4851	Budget transfer

1	2	3	4	5
Acct. #	EXPENDITURE	Voted Appropriations Final MS-2	Other Authorizations* Explain Below	Actual Expenditures
4901	Land			
4902	Machinery, Vehicles & Equipment	538,113		531,262
4903	Buildings			
4909	Improvements Other Than Bldgs.			
4912	To Special Revenue Fund		160,937	161,031
4913	To Capital Projects Fund			
4914	To Enterprise Fund			
	- Sewer			
	- Water			
	- Electric			
	- Airport			
4915	To Capital Reserve Fund	160,000		160,000
4916	To Expend. Trust Fund - not #4917	7,800		7,800
4917	To Health Maint. Trust Funds			
4918	To Nonexpendable Trust Funds			
4919	To Fiduciary Funds			
	<i>Page Sub-Totals</i>	<i>705,813</i>	<i>160,937</i>	<i>650,493</i>
	<i>Total Proprietary Funds Sub-Totals</i>	<i>3,428,488</i>	<i>487,260</i>	<i>3,978,433</i>
4931	Taxes Assessed for County	1,131,898		1,131,898
4932	Taxes Assessed for Village Dist.			
4933	Taxes Assessed for Local Educ.	4,954,237		4,954,237
4934	Taxes Assessed for State Educ.	895,276		895,276
4939	Payments to Other Governments			
	Less Proprietary Funds or Capital Project Funds		464,799	464,799
		10,410,867	22,461	10,395,145

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)
4912	Budget transfer

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 of Epsom	
			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)	8,587,513	8,622,150	
3120	Land Use Change Taxes - General Fund	42,725	12,164	
3121	Land Use Change Taxes - Conservation Fund			
3180	Resident Taxes			
3185	Timber Taxes	4,800	4,200	
3186	Payment in Lieu of Taxes	18,506	18,506	
3187	Excavation Tax (\$.02 cents per cu yd)	0		
3189	Other Taxes	7,000	7,158	
3190	Interest & Penalties on Delinquent Taxes	99,000	106,332	
	Inventory Penalties			
FEES				
3210	Business Licenses & Permits	5,250	4,078	
3220	Motor Vehicle Permit Fees	672,000	714,973	
3230	Building Permits	13,000	17,115	
3290	Other Licenses, Permits & Fees	6,100	6,851	
3311-3319	From Federal Government		2,437	
GRANTS				
3351	Shared Revenues			
3352	Meals & Rooms Tax Distribution	203,977	203,977	
3353	Highway Block Grant	127,723	129,781	
3354	Water Pollution Grant			
3355	Housing & Community Development			
3356	State & Federal Forest Land Reimbursement			
3357	Flood Control Reimbursement			
3359	Other (Including Railroad Tax)		3,874	
3379	From Other Governments			
CHARGES				
3401-3406	Income from Departments	21,500	9,851	
3409	Other Charges	28,360	28,485	
REVENUES				
3501	Sale of Municipal Property	22,000	7,112	
3502	Interest on Investments	3,000	7,328	
3503-3509	Other		19,650	
TRANSFERS				
3912	From Special Revenue Funds	538,113	517,756	
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	2,500	2,500	
3917	Transfers from Conservation Fund			
BURGES				
3934	Proceeds from Long Term Bonds & Notes			
Less Proprietary Funds or Capital Project Funds				
		10,403,067	10,446,278	

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 of Epsom

2011

or Optional Reporting Year = n/a

	Acct. #	Beginning of Year	End of year
	(a)	(b)	(c)
a. Cash and equivalents	1010	3,076,301	2,682,295
b. Investments	1030		304,531
c. Restricted Assets			
d. Taxes receivable (See Section D, page 7)	1080	710,387	753,856
e. Tax liens receivable (See Section D, page 7)	1110	323,951	440,384
f. Accounts receivable	1150		
g. Due from other governments	1260		
h. Due from other funds	1310	55,270	2,479
i. Other current assets	1400	14,782	50,711
j. Tax deeded property (subject to resale)	1670	20,862	8,017
		4,201,553	4,242,273
a. Warrants and accounts payable	2020	116,593	106,081
b. Compensated absences payable	2030		
c. Contracts payable	2050		
d. Due to other governments	2070		
e. Due to school districts	2075	2,856,419	3,099,940
f. Due to other funds	2080	244,800	
g. Deferred revenue	2220	12,845	32,049
h. Notes payable - Current	2230		
i. Bonds payable - Current	2250		
j. Other payables	2270	17,826	
		3,248,483	3,238,070
a. Nonspendable Fund Balance	2440	14,782	8,017
b. Restricted Fund Balance	2450		1,171
c. Committed Fund Balance	2460		
d. Assigned Fund Balance	2490	102,732	13,545
e. Unassigned Fund Balance	2530	835,556	981,470
		953,070	1,004,203
		4,201,553	4,242,273

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)

ESTIMATED ALLOWANCE FOR UNCOLLECTIBLES/ABATEMENTS	Year of this report	For Prior Year	TOTAL
	(a)	(b)	(c)
1. Overlay/Allowance for Uncollectibles/Abatements (Beginning of year) *		7,100	7,100
2. SUBTRACT: Abatements made (From pgs. 2-3 of tax collector's report)	2,989	3,183	(6,172)
3. SUBTRACT: Discounts (From pg. 2 of tax collector's report)			-
4. SUBTRACT: Refunds (Cash abatements - from treasurer or bookkeeper)	6,172	3,831	(10,003)
5. ESTIMATED ALLOWANCE FOR ABATEMENTS AT END OF YEAR ** (These amounts should be carried down to Section B, line 2)	8,000	4,700	12,700
6. Excess of estimate (Add to revenue on page 5)	(17,161)	(4,614)	(21,775)
<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>			
UNCOLLECTIBLE RECEIVABLE WORKSHEET	Acct. #1080	Acct. #1110	TOTALS
(From pgs 2-3 of tax collector's report) >	Taxes	Taxes	TOTALS
	(a)	(b)	(c)
1. Uncollected, end of year	761,856	445,084	1,206,940
2. SUBTRACT: "Overlay" carried forward as Allowance for Abatements (from Section A above, line 5)	↓ 8,000	↓ 4,700	↓ 12,700
3. Receivable, end of year (To Balance Sheet Acct. #1080 and 1110, column c)	753,856	440,384	1,194,240

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

