

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: March 5, 2012

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.

William G. Hasbrouck
William G. Hasbrouck

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)

William G. Hasbrouck

Regular Office Hours

Signature

Email address

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RECEIVED

APR 13 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	32,572		29,961
4140-4149	Election, Reg. & Vital Statistics	18,242		19,475
4150-4151	Financial Administration	12,932		11,856
4152	Property Assessment	10,440		8,493
4153	Legal Expense	4,000		3,611
4155-4159	Personnel Administration	57,592		56,737
4191-4193	Planning & Zoning	1,794		1,424
4194	General Government Buildings	12,920		14,098
4195	Cemeteries	8,250		8,262
4196	Insurance	11,821		11,820
4197	Advertising & Regional Assoc.	0		0
4199	Other General Government	0		0
PUBLIC SAFETY TOTAL =				
show detail below				
4210-4214	Police	25,000		23,977
4215-4219	Ambulance	0		0
4220-4229	Fire	22,120	5,470	26,095
4240-4249	Building Inspection	1,500	7,100	7,409
4290-4298	Emergency Management	0		0
4299	Other (Incl. Communications)	0		0
AIRPORT/AVIATION CENTER TOTAL =				
show detail below				
4301-4309	Airport Operations	0		0
HIGHWAYS & STREETS TOTAL =				
show detail below				
4311	Administration	0		0
4312	Highways & Streets	151,110		150,879
4313	Bridges	0		0
4316	Street Lighting	1,715		2,455
4319	Other	19,000		12,591
SANITATION TOTAL =				
show detail below				
4321	Administration	0		0
4323	Solid Waste Collection	0		0
4324	Solid Waste Disposal	58,100		60,673
4325	Solid Waste Facility Clean-up	0		0
4326-4329	Sewage Coll. & Disposal & Other	0		0
<i>Page Sub-Totals</i>		449,108	12,570	449,815

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)
4220-4229	Federal Grant for Fire Department (1,518) + Ambulance CR (3,741)+ Reel truck expenses CR (211.) = 5,470
4240-4249	Building Inspection fees (7100) paid last year 2010, spent this year 2011 +\$309.

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	0		0
4332	Water Services	0		0
4335-4339	Water Treatment, Conserv. & Other	0		0
ELECTRIC = show detail below				
4351-4352	Admin. and Generation	0		0
4353	Purchase Costs	0		0
4354	Electric Equipment Maintenance	0		0
4359	Other Electric Costs	0		0
HEALTH = show detail below				
4411	Administration	0		0
4414	Pest Control	0		0
4415-4419	Health Agencies & Hosp. & Other	7,559		6,336
WELFARE = show detail below				
4441-4442	Administration & Direct Assist.	3,000		1,214
4444	Intergovernmental Welfare Pymts	0		0
4445-4449	Vendor Payments & Other	0		0
CULTURE & RECREATION = show detail below				
4520-4529	Parks & Recreation	10,500		10,488
4550-4559	Library	16,583	2,660	15,981
4583	Patriotic Purposes	400		220
4589	Other Culture & Recreation	0		0
CONSERVATION = show detail below				
4611-4612	Admin. & Purch. of Nat. Resources	0		0
4619	Other Conservation	290	6,280	6,280
4631-4632	Redevelopment and Housing	0		0
4651-4659	Economic Development	0		0
DEBT SERVICE = show detail below				
4711	Princ.- Long Term Bonds & Notes	0		0
4721	Interest-Long Term Bonds & Notes	0		0
4723	Int. on Tax Anticipation Notes	3,000		0
4790-4799	Other Debt Service	0		0
Page Sub-Totals		41,332	8,940	40,519

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)
4550-4559	Library trustee expenditures from their own check account, need to be recorded through our accounts.
4619	Transferred out of Town funds to Conservation Commission Checking account.

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	0		0
4902	Machinery, Vehicles & Equipment	52,835		52,568
4903	Buildings	23,000		23,000
4909	Improvements Other Than Bldgs.	0		0
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	11,000		11,000
4916	To Expend. Trust Fund - not #4917	61,262		61,262
4917	To Health Maint. Trust Funds	0		0
4918	To Nonexpendable Trust Funds	0		0
4919	To Fiduciary Funds	0		0
	<i>Page Sub-Totals</i>	<i>148,097</i>	<i>0</i>	<i>147,830</i>
	<i>Total Local Expenditure Sub-Totals</i>	<i>638,537</i>	<i>21,510</i>	<i>638,164</i>
PAYMENTS TO OTHER GOVERNMENTS				
4931	Taxes Assessed for County	210,534		210,534
4932	Taxes Assessed for Village Dist.	0		0
4933	Taxes Assessed for Local Educ.	947,450		947,450
4934	Taxes Assessed for State Educ.	153,724		153,724
4939	Payments to Other Governments			
Less Proprietary Funds or Capital Project Funds				
TOTAL GENERAL FUND EXPENDITURES		1,950,245	21,510	1,949,872

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.

Town of Gilsum	
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)	1,651,156	1,653,917
3120	Land Use Change Taxes - General Fund	0	
3121	Land Use Change Taxes - Conservation Fund	6,280	6,280
3180	Resident Taxes		
3185	Timber Taxes	10,750	10,744
3186	Payment in Lieu of Taxes		
3187	Excavation Tax (\$.02 cents per cu yd)	87	87
3189	Other Taxes		
3190	Interest & Penalties on Delinquent Taxes	13,100	17,371
	Inventory Penalties		
	LICENSES, PERMITS & FEES		
3210	Business Licenses & Permits	185	230
3220	Motor Vehicle Permit Fees	91,000	94,960
3230	Building Permits	136	309
3290	Other Licenses, Permits & Fees	1,300	1,334
3311-3319	From Federal Government	1,518	1,518
	FROM STATE		
3351	Shared Revenues	0	0
3352	Meals & Rooms Tax Distribution	36,295	36,295
3353	Highway Block Grant	32,977	32,977
3354	Water Pollution Grant	0	0
3355	Housing & Community Development	0	0
3356	State & Federal Forest Land Reimbursement	0	0
3357	Flood Control Reimbursement	0	0
3359	Other (Including Railroad Tax)	0	0
3379	From Other Governments	0	0
	CHARGES FOR SERVICES		
3401-3406	Income from Departments	15,000	13,447
3409	Other Charges	1,300	1,800
	MISCELLANEOUS REVENUES		
3501	Sale of Municipal Property	500	2,300
3502	Interest on Investments	924	839
3503-3509	Other	0	
	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	40,000	47,782
3916	From Trust & Fiduciary Funds	0	0
3917	Transfers from Conservation Fund	0	0
	OTHER FINANCING SOURCES		
3934	Proceeds from Long Term Bonds & Notes	0	0
	Less Proprietary Funds or Capital Project Funds		
	TOTAL GENERAL FUND REVENUE	1,902,508	1,922,188

General Fund Balance Sheet for Town/City of			
		Town of Gilsum	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	497,863	378,663
b. Investments	1030	142,031	142,289
c. Restricted Assets			
d. Taxes receivable	1080	211,900	417,915
e. Tax liens receivable	1110	71,200	66,914
f. Accounts receivable	1150		
g. Due from other governments	1260		
h. Due from other funds	1310		
i. Other current assets	1400		
j. Tax deeded property (subject to resale)	1670	3,192	
TOTAL ASSETS		926,186	1,005,781
B. LIABILITIES AND FUND EQUITY	Acct. #	Beginning of Year	End of year
Current liabilities	(a)	(b)	(c)
a. Warrants and accounts payable	2020	15,038	12,379
b. Compensated absences payable	2030		
c. Contracts payable	2050		
d. Due to other governments	2070		
e. Due to school districts	2075	619,419	731,170
f. Due to other funds	2080		
g. Deferred revenue	2220		
h. Notes payable - Current	2230		
i. Bonds payable - Current	2250		
j. Other payables	2270	3,551	1,847
TOTAL CURRENT LIABILITIES		638,007	745,396
Fund equity *			
a. Nonspendable Fund Balance	2440		
b. Restricted Fund Balance	2450		
c. Committed Fund Balance	2460		
d. Assigned Fund Balance	2490		
e. Unassigned Fund Balance	2530	288,179	260,385
TOTAL FUND EQUITY		288,179	260,385
3. TOTAL LIABILITIES AND FUND EQUITY		926,186	1,005,781

*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	1,922,188		
	Less Expenditures From Page 4	1,949,872		
	Increase (decrease)	(27683)		
	Ending Fund Equity From Balance Sheet	260,385		These cells should be equal
	Less Beginning Fund Equity From Balance Sheet	288,179		
	Increase (decrease)	(27794)		
B. RECONCILIATION OF SCHOOL DISTRICT LIABILITY ACCT. #2075				
				Amount
	1. School district liability at beg. of year (From balance sheet Acct # 2075, column b)			619,419
	2. ADD: School district assessment for current year			1,101,174
	3. TOTAL LIABILITY WITHIN CURRENT YEAR (Sum of lines 1 and 2)			1,720,593
	4. SUBTRACT: Payments made to school district		<	989,423 >
	(To balance sheet Acct # 2075, column c)			731,170
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)			-
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) *	29,173	5,000	34,173
2. SUBTRACT: Abatements made (From pgs. 2-3 of tax collector's report)	-	3,405	(3,405)
3. SUBTRACT: Discounts (From pg. 2 of tax collector's report)			-
4. SUBTRACT: Refunds (Cash abatements - from treasurer or bookkeeper)	8	-	(8)
5. ESTIMATED ALLOWANCE FOR ABATEMENTS AT END OF YEAR ** (These amounts should be carried down to Section B, line 2)	25,000	3,000	28,000
6. Excess of estimate (Add to revenue on page 5)	4,165	(1,405)	2,759
<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 (From pgs 2-3 of tax collector's report) >	Acct. #1080	Acct. #1110	TOTALS
	Taxes	Liens	
	(a)	(b)	(c)
1. Uncollected, end of year	442,915	69,914	512,828
2. SUBTRACT: "Overlay" carried forward as Allowance for Abatements (from Section A above, line 5)	↓ 25,000	↓ 3,000	↓ 28,000
3. Receivable, end of year (To Balance Sheet Acct. #1080 and 1110, column c)	417,915	66,914	484,828

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