

FINANCIAL REPORT OF THE TOWN OR CITY BUDGET

Enter TOWN/CITY Name Here > **STEWARTSTOWN**

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? **[]**

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: **April 9, 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.

James Gilbert

James Gilbert

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)
Rita M Hibbard

Signature
Rita M Hibbard

Regular Office Hours

Email address
ritahib@hotmail.com

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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	35,000		35,000
4140-4149	Election, Reg. & Vital Statistics	20,000		20,000
4150-4151	Financial Administration	20,000		20,000
4152	Property Assessment	22,000		22,749
4153	Legal Expense	7,500		2,432
4155-4159	Personnel Administration	12,000		11,631
4191-4193	Planning & Zoning	2,000		0
4194	General Government Buildings	14,000		16,795
4195	Cemeteries	9,000		8,958
4196	Insurance	25,000		19,221
4197	Advertising & Regional Assoc.	2,500		2,412
4199	Other General Government			
PUBLIC SAFETY TOTAL = show detail below				
4210-4214	Police	22,000		16,781
4215-4219	Ambulance	28,692		28,691
4220-4229	Fire	42,000		39,087
4240-4249	Building Inspection			
4290-4298	Emergency Management	2,000		8,104
4299	Other (Incl. Communications)	9,600		8,581
AIRPORT/AVIATION CENTER TOTAL = show detail below				
4301-4309	Airport Operations			
HIGHWAYS & STREETS TOTAL = show detail below				
4311	Administration			
4312	Highways & Streets	330,748		326,205
4313	Bridges			
4316	Street Lighting	8,000		8,406
4319	Other			
SANITATION TOTAL = show detail below				
4321	Administration			
4323	Solid Waste Collection			
4324	Solid Waste Disposal	78,000		86,746
4325	Solid Waste Facility Clean-up			
4326-4329	Sewage Coll. & Disposal & Other	70,000		79,726
<i>Page Sub-Totals</i>		760,240		760,240

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				
4411	Administration			
4414	Pest Control	500		91
4415-4419	Health Agencies & Hosp. & Other	7,500		7,200
WELFARE * show detail below				
4441-4442	Administration & Direct Assist.	10,000		5,171
4444	Intergovernmental Welfare Pymts			
4445-4449	Vendor Payments & Other			
CULTURE & RECREATION * show detail below				
4520-4529	Parks & Recreation	1,500		681
4550-4559	Library	5,500		3,965
4583	Patriotic Purposes	2,000		1,643
4589	Other Culture & Recreation	4,500		2,100
CONSERVATION * show detail below				
4611-4612	Admin.& Purch. of Nat. Resources			
4619	Other Conservation			
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	10,000		4,925
4790-4799	Other Debt Service			
<i>Page Sub Totals</i>		11,500	0	13,976

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	1		1
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			
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>				
<i>Total Local Expenditure Sub-Totals</i>		801,541	0	2,278,308
PAYMENTS TO OTHER GOVERNMENTS				
4931	Taxes Assessed for County			411,079
4932	Taxes Assessed for Village Dist.			
4933	Taxes Assessed for Local Educ.			867,166
4934	Taxes Assessed for State Educ.			212,761
4939	Payments to Other Governments			
Less Proprietary Funds or Capital Project Funds				
		801,541	0	2,278,308

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.

			STEWARTSTOWN	
			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)	1,875,432		
3120	Land Use Change Taxes - General Fund			15,600
3121	Land Use Change Taxes - Conservation Fund			
3180	Resident Taxes			
3185	Timber Taxes			13,430
3186	Payment in Lieu of Taxes			
3187	Excavation Tax (\$.02 cents per cu yd)			228
3189	Other Taxes			
3190	Interest & Penalties on Delinquent Taxes			68,644
	Inventory Penalties			
LICENSES, PERMITS & FEES				
3210	Business Licenses & Permits			
3220	Motor Vehicle Permit Fees			207,641
3230	Building Permits			
3290	Other Licenses, Permits & Fees			4,379
3311-3319	From Federal Government			
FROM STATE				
3351	Shared Revenues			
3352	Meals & Rooms Tax Distribution			44,867
3353	Highway Block Grant			84,298
3354	Water Pollution Grant			
3355	Housing & Community Development			
3356	State & Federal Forest Land Reimbursement			1,880
3357	Flood Control Reimbursement			
3359	Other (Including Railroad Tax)			8,009
3379	From Other Governments			
CHARGES FOR SERVICES				
3401-3406	Income from Departments			
3409	Other Charges			
MISCELLANEOUS REVENUES				
3501	Sale of Municipal Property (Cemetery Lots)			300
3502	Interest on Investments			150
3503-3509	Other			32,482
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			
Less Proprietary Funds or Capital Project Funds				
		1,875,432		481,909

General Fund Balance Sheet for Town/City of

STEWARTSTOWN

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	463,956	537,738
b. Investments	1030		
c. Restricted Assets			
d. Taxes receivable	1080	295,285	231,073
e. Tax liens receivable	1110	247,017	207,565
f. Accounts receivable	1150		
g. Due from other governments	1260		
h. Due from other funds	1310	14,352	11,698
i. Other current assets	1400		
j. Tax deeded property (subject to resale)	1670	1,632	
		1,022,242	988,074
LIABILITIES			
a. Warrants and accounts payable	2020		
b. Compensated absences payable	2030		
c. Contracts payable	2050		
d. Due to other governments	2070		
e. Due to school districts	2075	555,519	439,927
f. Due to other funds	2080	14,352	11,698
g. Deferred revenue	2220		
h. Notes payable - Current	2230		
i. Bonds payable - Current	2250		
j. Other payables	2270		
		569,871	451,625
FUND BALANCES			
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	456,756	536,449
		456,756	536,449
		1,026,627	988,074

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		481,909	
	Less Expenditures From Page 4		2,278,308	
	Increase (decrease)		(1796399)	
	Ending Fund Equity From Balance Sheet		536,449	These cells should be equal
	Less Beginning Fund Equity From Balance Sheet		456,756	
	Increase (decrease)		79693	
B. RECONCILIATION OF SCHOOL DISTRICT LIABILITY ACCT # 2075				
	1. School district liability at beg. of year (From balance sheet Acct # 2075, column b)		551,519	
	2. ADD: School district assessment for current year		1,079,927	
	3. TOTAL LIABILITY WITHIN CURRENT YEAR (Sum of lines 1 and 2)		1,631,446	
	4. SUBTRACT: Payments made to school district		< 1,191,519 >	
	(To balance sheet Acct # 2075, column c)		439,927	
C. RECONCILIATION OF TAX ANTICIPATION NOTES				
	1. Short-term (TANS) debt at beginning of year	\$	-	
	2. ADD: New issues during current year		375,000	
	3. SUBTRACT: Issues retired during current year	<	375,000 >	
	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-6

OPTIONAL RECONCILIATION (to assist in balance sheet preparation)

A. USE OF OVERLAY & ALLOWANCE FOR UNCOLLECTIBLES/ABATEMENTS			
	(a)	(b)	TOTAL (c)
1. Overlay/Allowance for Uncollectibles/Abatements (Beginning of year) *	39,877	9,663	49,540
2. SUBTRACT: Abatements made (From pgs. 2-3 of tax collector's report)	6,902	1,631	(8,533)
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)			-
6. Excess of estimate (Add to revenue on page 5)	32,975	8,032	41,007
<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			
	(a)	(b)	(c)
1. Uncollected, end of year	231,073	207,565	438,638
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)	231,073	207,565	438,638

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

