

PDF 8/13/12

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.

[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) Roberts & Greene, PLLC, 47 Hall St., Concord, NH 03301	Signature <i>[Handwritten Signature]</i>
Regular Office Hours M-F 8:00-4:00	Email address tgreene@roberts-greene.com

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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	80,314		80,929
4140-4149	Election, Reg. & Vital Statistics	61,561		60,319
4150-4151	Financial Administration	105,742		99,686
4152	Property Assessment	25,000		24,211
4153	Legal Expense	19,000		22,215
4155-4159	Personnel Administration	425,156		395,009
4191-4193	Planning & Zoning	25,357		12,943
4194	General Government Buildings	103,520		81,706
4195	Cemeteries	11,500		13,976
4196	Insurance	47,975		47,975
4197	Advertising & Regional Assoc.			
4199	Other General Government	5,550		2,265
PUBLIC SAFETY TOTAL = show detail below				
4210-4214	Police	297,987		287,699
4215-4219	Ambulance	122,500		122,500
4220-4229	Fire	275,843		270,076
4240-4249	Building Inspection	52,612		51,175
4290-4298	Emergency Management	26,550		25,699
4299	Other (Incl. Communications)			
AIRPORT/AVIATION CENTER TOTAL = show detail below				
4301-4309	Airport Operations			
HIGHWAYS & STREETS TOTAL = show detail below				
4311	Administration			
4312	Highways & Streets	408,700		399,254
4313	Bridges	3,000		2,226
4316	Street Lighting			
4319	Other			
SANITATION TOTAL = show detail below				
4321	Administration			
4323	Solid Waste Collection			
4324	Solid Waste Disposal	289,498		262,022
4325	Solid Waste Facility Clean-up			
4326-4329	Sewage Coll. & Disposal & Other			
Page Sub-Totals		2,387,366	0	2,261,885

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	2,500		1,892
4415-4419	Health Agencies & Hosp. & Other	24,914		24,914
WELFARE = show detail below				
4441-4442	Administration & Direct Assist.	45,000		26,781
4444	Intergovernmental Welfare Pymts			
4445-4449	Vendor Payments & Other			
CULTURE & RECREATION = show detail below				
4520-4529	Parks & Recreation	38,000		31,580
4550-4559	Library			
4583	Patriotic Purposes	1,800		1,500
4589	Other Culture & Recreation			
CONSERVATION = show detail below				
4611-4612	Admin. & Purch. of Nat. Resources	17,100		8,032
4619	Other Conservation	2,800		2,774
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			
Page Sub-Totals		132,114	0	97,473

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	144,913		108,193
4903	Buildings	12,000		11,915
4909	Improvements Other Than Bldgs.	231,000		268,629
OPERATING TRANSFERS OUT show detail below				
4912	To Special Revenue Fund	146,607		131,202
4913	To Capital Projects Fund			
4914	To Enterprise Fund			
	- Sewer			
	- Water			
	- Electric			
	- Airport			
4915	To Capital Reserve Fund	51,000		51,000
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>685,620</i>	<i>0</i>	<i>570,839</i>
	Total Local Expenditure Sub-Totals	3,104,899	0	2,930,297
PAYMENTS TO OTHER GOVERNMENTS				
4931	Taxes Assessed for County			1,023,131
4932	Taxes Assessed for Village Dist.			
4933	Taxes Assessed for Local Educ.			3,368,864
4934	Taxes Assessed for State Educ.			2,432,196
4939	Payments to Other Governments			
Less Proprietary Funds or Capital Project Funds				
		3,104,999	0	9,754,488

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 Tuftonboro	
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)	8,698,789	8,765,158
3120	Land Use Change Taxes - General Fund		
3121	Land Use Change Taxes - Conservation Fund		
3180	Resident Taxes		
3185	Timber Taxes	11,750	12,458
3186	Payment in Lieu of Taxes	11,267	9,267
3187	Excavation Tax (\$.02 cents per cu yd)	386	395
3189	Other Taxes	38,145	16,527
3190	Interest & Penalties on Delinquent Taxes	50,000	56,986
	Inventory Penalties		
	LICENSES, PERMITS & FEES		
3210	Business Licenses & Permits	30,000	18,672
3220	Motor Vehicle Permit Fees	430,000	453,642
3230	Building Permits	15,000	22,090
3290	Other Licenses, Permits & Fees	7,000	7,190
3311-3319	From Federal Government	8,000	0
	FROM STATE		
3351	Shared Revenues		
3352	Meals & Rooms Tax Distribution	106,609	106,609
3353	Highway Block Grant	82,899	82,899
3354	Water Pollution Grant		
3355	Housing & Community Development		
3356	State & Federal Forest Land Reimbursement		
3357	Flood Control Reimbursement		
3359	Other (Including Railroad Tax)	413	414
3379	From Other Governments		
	CHARGES FOR SERVICES		
3401-3406	Income from Departments	80,000	81,803
3409	Other Charges		
	MISCELLANEOUS REVENUES		
3501	Sale of Municipal Property		10
3502	Interest on Investments	7,000	6,464
3503-3509	Other	80,000	81,347
	INTERFUND OPERATING TRANSFERS IN		
3912	From Special Revenue Funds	0	6,509
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	4,662	4,867
3917	Transfers from Conservation Fund		
	OTHER FINANCING SOURCES		
3934	Proceeds from Long Term Bonds & Notes		
	Less Proprietary Funds or Capital Project Funds		
		9,661,920	9,733,307

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 Tuftonboro

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	3,594,792	3,974,960
b. Investments	1030		
c. Restricted Assets			
d. Taxes receivable (See Section D, page 7)	1080	484,270	474,483
e. Tax liens receivable (See Section D, page 7)	1110	144,647	114,889
f. Accounts receivable	1150	12,510	10,058
g. Due from other governments	1260		
h. Due from other funds	1310	4,662	4,867
i. Other current assets	1400		
j. Tax deeded property (subject to resale)	1670	13,040	13,040
Total Current Assets		4,253,921	4,592,297
LIABILITIES AND FUND BALANCE			
LIABILITIES			
a. Warrants and accounts payable	2020	63,783	89,241
b. Compensated absences payable	2030		
c. Contracts payable	2050		
d. Due to other governments	2070		
e. Due to school districts	2075	2,555,287	2,880,386
f. Due to other funds	2080		1,000
g. Deferred revenue	2220		8,000
h. Notes payable - Current	2230		
i. Bonds payable - Current	2250		
j. Other payables	2270		
Total Liabilities		2,619,070	2,978,627
FUND BALANCE			
a. Nonspendable Fund Balance	2440	13,040	13,040
b. Restricted Fund Balance	2450		6,908
c. Committed Fund Balance	2460		
d. Assigned Fund Balance	2490	63,201	36,720
e. Unassigned Fund Balance	2530	1,558,610	1,557,002
Total Fund Balance		1,634,851	1,613,670
Total Liabilities and Fund Balance		4,253,921	4,592,297

Note: To be CASB compliant the fund balance classifications have changed. See tab 3 also for 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 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) *	96,455	10,000	106,455
2. SUBTRACT: Abatements made (From pgs. 2-3 of tax collector's report)	9,198	4,566	(13,764)
3. SUBTRACT: Discounts (From pg. 2 of tax collector's report)			-
4. SUBTRACT: Refunds (Cash abatements - from treasurer or bookkeeper)	15,828	-	(15,828)
5. ESTIMATED ALLOWANCE FOR ABATEMENTS AT END OF YEAR ** (These amounts should be carried down to Section B, line 2)	8,050	1,950	10,000
6. Excess of estimate (Add to revenue on page 5)	63,379	3,484	66,863
<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 Taxes	Acct. #1110 Liens	TOTALS
	(a)	(b)	(c)
1. Uncollected, end of year	482,533	116,839	599,372
2. SUBTRACT: "Overlay" carried forward as Allowance for Abatements (from Section A above, line 5)	↓ 8,050	↓ 1,950	↓ 10,000
3. Receivable, end of year (To Balance Sheet Acct. #1080 and 1110, column c)	474,483	114,889	589,372

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

