

Compilation: Crane + Bell

WAB \$517,625

PDF 11/14/12

# 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.

STEPHEN G. DAVIS  
FRANCIS A. MURPHY

[Signature]  
FRANCIS MURPHY



## 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)  
Crane & Bell, PLLC

Signature  
Crane & Bell, PLLC

Regular Office Hours  
Monday through Friday, 8:00am to 4:30pm

Email address  
kendra.bell@craneandbellcpas.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

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
<b>GENERAL GOVERNMENT TOTAL =</b> show detail below				
4130-4139	Executive	54,750		55,641
4140-4149	Election, Reg. & Vital Statistics	1,960		578
4150-4151	Financial Administration	81,600		80,709
4152	Property Assessment	39,600		40,897
4153	Legal Expense	15,900		24,566
4155-4159	Personnel Administration	28,600	21,100	35,408
4191-4193	Planning & Zoning	1,600		81
4194	General Government Buildings	16,250		10,318
4195	Cemeteries			
4196	Insurance	25,400		26,871
4197	Advertising & Regional Assoc.	3,345		2,586
4199	Other General Government	21,100	(21,100)	108
<b>PUBLIC SAFETY TOTAL =</b> show detail below				
4210-4214	Police	72,275		62,703
4215-4219	Ambulance	19,000		19,000
4220-4229	Fire	29,000		23,619
4240-4249	Building Inspection			
4290-4298	Emergency Management			
4299	Other (Incl. Communications)			
<b>AIRPORT/AVIATION CENTER TOTAL =</b> show detail below				
4301-4309	Airport Operations			
<b>HIGHWAYS &amp; STREETS TOTAL =</b> show detail below				
4311	Administration	88,800	(88,800)	
4312	Highways & Streets	125,200	88,800	275,558
4313	Bridges	3,000		1,108
4316	Street Lighting	2,650		2,652
4319	Other			
<b>SANITATION TOTAL =</b> show detail below				
4321	Administration			
4323	Solid Waste Collection	34,325	(34,325)	
4324	Solid Waste Disposal	29,000	34,325	76,733
4325	Solid Waste Facility Clean-up	3,000		3,425
4326-4329	Sewage Coll. & Disposal & Other			
<i>Page Sub-Totals</i>		696,355	0	742,561

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)
4155 + 4199	Reclassification of Social Security and Medicare payroll taxes
4311 + 4312	Reclassification of Highway expenses
4323 + 4324	Reclassification of solid waste disposal

1	2	3	4	5
Acct. #	EXPENDITURE	Voted Appropriations Final MS-2	Other Authorizations* Explain Below	Actual Expenditures
<b>WATER DISTRIBUTION &amp; TREATMENT =</b> show detail below				
4331	Administration			
4332	Water Services			
4335-4339	Water Treatment, Conserv.& Other			
<b>ELECTRIC =</b> show detail below				
4351-4352	Admin. and Generation			
4353	Purchase Costs			
4354	Electric Equipment Maintenance			
4359	Other Electric Costs			
<b>HEALTH =</b> show detail below				
4411	Administration			
4414	Pest Control	2,500		1,073
4415-4419	Health Agencies & Hosp. & Other	9,693		9,693
<b>WELFARE =</b> show detail below				
4441-4442	Administration & Direct Assist.	5,800		3,036
4444	Intergovernmental Welfare Pymts			
4445-4449	Vendor Payments & Other			
<b>CULTURE &amp; RECREATION =</b> show detail below				
4520-4529	Parks & Recreation	3,000		3,947
4550-4559	Library	36,826		35,353
4583	Patriotic Purposes	100		100
4589	Other Culture & Recreation			208
<b>CONSERVATION =</b> show detail below				
4611-4612	Admin.& Purch. of Nat. Resources			
4619	Other Conservation	600		540
4631-4632	Redevelopment and Housing			
4651-4659	Economic Development			
<b>DEBT SERVICE =</b> show detail below				
4711	Princ.- Long Term Bonds & Notes	13,000		13,000
4721	Interest-Long Term Bonds & Notes	290		288
4723	Int. on Tax Anticipation Notes			
4790-4799	Other Debt Service	13,500		
<i>Page Sub-Totals</i>		<i>85,309</i>	<i>0</i>	<i>67,238</i>

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
<b>CAPITAL OUTLAY</b> show detail below				
4901	Land			
4902	Machinery, Vehicles & Equipment			
4903	Buildings			
4909	Improvements Other Than Bldgs.			
<b>OPERATING TRANSFERS OUT</b> show detail below				
4912	To Special Revenue Fund			67,896
4913	To Capital Projects Fund			5,806
4914	To Enterprise Fund			
	- Sewer			
	- Water			
	- Electric			
	- Airport			
4915	To Capital Reserve Fund	72,500		72,500
4916	To Expend.Trust Fund - not #4917	171,988		171,988
4917	To Health Maint. Trust Funds			
4918	To Nonexpendable Trust Funds			
4919	To Fiduciary Funds			
	<i>Page Sub-Totals</i>	244,488	0	318,190
	<i>Total Local Expenditure Sub-Totals</i>	1,026,152	0	1,127,989
<b>PAYMENTS TO OTHER GOVERNMENTS</b>				
4931	Taxes Assessed for County		128,952	128,952
4932	Taxes Assessed for Village Dist.			
4933	Taxes Assessed for Local Educ.		1,002,175	1,002,175
4934	Taxes Assessed for State Educ.		208,321	208,321
4939	Payments to Other Governments			
Less Proprietary Funds or Capital Project Funds				72,561
<b>TOTAL GENERAL FUND EXPENDITURES</b>		<b>1,026,152</b>	<b>1,339,448</b>	<b>2,394,876</b>

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.

1	2	3	4
Acct. #	SOURCE OF REVENUE	Estimated Revenues Used to Set Tax Rate	Actual Revenues
	<b>TAXES</b>		
3110	Property Taxes (commitment less overlay)	1,817,613	1,834,590
3120	Land Use Change Taxes - General Fund	5,180	5,060
3121	Land Use Change Taxes - Conservation Fund		
3180	Resident Taxes		
3185	Timber Taxes	17,494	25,086
3186	Payment in Lieu of Taxes	9,254	
3187	Excavation Tax (\$.02 cents per cu yd)		
3189	Other Taxes		
3190	Interest & Penalties on Delinquent Taxes	23,000	22,977
	Inventory Penalties	500	
	<b>LICENSES, PERMITS &amp; FEES</b>		
3210	Business Licenses & Permits		
3220	Motor Vehicle Permit Fees	117,400	122,433
3230	Building Permits		
3290	Other Licenses, Permits & Fees	2,800	3,139
3311-3319	From Federal Government		
	<b>FROM STATE</b>		
3351	Shared Revenues		
3352	Meals & Rooms Tax Distribution	40,715	40,715
3353	Highway Block Grant	56,994	63,546
3354	Water Pollution Grant		
3355	Housing & Community Development		
3356	State & Federal Forest Land Reimbursement		9,254
3357	Flood Control Reimbursement		
3359	Other (Including Railroad Tax)		
3379	From Other Governments		73,254
	<b>CHARGES FOR SERVICES</b>		
3401-3406	Income from Departments	16,152	13,572
3409	Other Charges		
	<b>MISCELLANEOUS REVENUES</b>		
3501	Sale of Municipal Property	29,100	68,942
3502	Interest on Investments	400	1,005
3503-3509	Other		794
	<b>INTERFUND OPERATING TRANSFERS IN</b>		
3912	From Special Revenue Funds		275,384
3913	From Capital Projects Funds		6,933
3914	From Enterprise Funds		
	Sewer - (Offset)		
	Water - (Offset)		
	Electric - (Offset)		
	Airport - (Offset)		
3915	From Capital Reserve Funds	37,000	37,000
3916	From Trust & Fiduciary Funds		2,343
3917	Transfers from Conservation Fund		
	<b>OTHER FINANCING SOURCES</b>		
3934	Proceeds from Long Term Bonds & Notes		
	Less Proprietary Funds or Capital Project Funds		279,054
	<b>TOTAL GENERAL FUND REVENUE</b>	2,173,602	2,326,973

General Fund Balance Sheet for Town/City of		Town of Wentworth	2011
		or Optional Reporting Year = n/a	
<b>A. ASSETS</b>	Acct. #	Beginning of Year	End of year
<b>Current assets</b>	(a)	(b)	(c)
a. Cash and equivalents	1010	159,788	570,106
b. Investments	1030	557,419	115,760
c. Restricted Assets			
d. Taxes receivable	1080	240,978	249,538
e. Tax liens receivable	1110	76,904	68,433
f. Accounts receivable	1150		
g. Due from other governments	1260		73,220
h. Due from other funds	1310	71,386	66,401
i. Other current assets	1400		
j. Tax deeded property (subject to resale)	1670	94,152	60,332
<b>TOTAL ASSETS</b>		<b>1,200,627</b>	<b>1,203,790</b>
<b>B. LIABILITIES AND FUND EQUITY</b>	Acct. #	Beginning of Year	End of year
<b>Current liabilities</b>	(a)	(b)	(c)
a. Warrants and accounts payable	2020	5,112	18,683
b. Compensated absences payable	2030		
c. Contracts payable	2050		
d. Due to other governments	2070		
e. Due to school districts	2075	546,584	606,496
f. Due to other funds	2080		
g. Deferred revenue	2220		
h. Notes payable - Current	2230		
i. Bonds payable - Current	2250		
j. Other payables	2270	2,417	
<b>TOTAL CURRENT LIABILITIES</b>		<b>554,113</b>	<b>625,179</b>
<b>Fund equity *</b>			
a. Nonspendable Fund Balance	2440	94,152	60,332
b. Restricted Fund Balance	2450		
c. Committed Fund Balance	2460		
d. Assigned Fund Balance	2490	604	604
e. Unassigned Fund Balance	2530	551,758	517,675
<b>TOTAL FUND EQUITY</b>		<b>646,514</b>	<b>578,611</b>
<b>3. TOTAL LIABILITIES AND FUND EQUITY</b>		<b>1,200,627</b>	<b>1,203,790</b>

\*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	<b>RECONCILIATION</b> (to assist in balance sheet preparation)				
<b>A. GENERAL FUND BALANCE SHEET RECONCILIATION</b>					
	Total Revenues From Page 5		2,326,973		
	Less Expenditures From Page 4		2,394,876		
	Increase (decrease)		(67903)		
	Ending Fund Equity From Balance Sheet		578,611		These cells should be equal
	Less Beginning Fund Equity From Balance Sheet		646,514		
	Increase (decrease)		(67903)		
<b>B. RECONCILIATION OF SCHOOL DISTRICT LIABILITY ACCT. #2075</b>					
			Amount		
	1. School district liability at beg. of year (From balance sheet Acct # 2075, column b )				546,584
	2. ADD: School district assessment for current year				1,210,496
	3. TOTAL LIABILITY WITHIN CURRENT YEAR (Sum of lines 1 and 2 )				1,757,080
	4. SUBTRACT: Payments made to school district				< 1,150,584 >
					606,496
					(To balance sheet Acct # 2075, column c)
<b>C. RECONCILIATION OF TAX ANTICIPATION NOTES</b>					
			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)				-
<b>**SAMPLE FIGURES USED FOR ILLUSTRATION. USE THE MUNICIPALITY'S ACTUAL FIGURES**</b>					

MS-5

**OPTIONAL RECONCILIATION** *(to assist in balance sheet preparation)*

<b>A. USE OF OVERLAY &amp; ALLOWANCE FOR UNCOLLECTIBLES/ABATEMENTS</b>	Year of this report	For Prior Levy	TOTAL
	(a)	(b)	(c)
1. Overlay/Allowance for Uncollectibles/Abatements <i>(Beginning of year) *</i>			-
2. SUBTRACT: Abatements made <i>(From pgs. 2-3 of tax collector's report)</i>			-
3. SUBTRACT: Discounts <i>(From pg. 2 of tax collector's report)</i>			-
4. SUBTRACT: Refunds <i>(Cash abatements - from treasurer or bookkeeper)</i>			-
5. ESTIMATED ALLOWANCE FOR ABATEMENTS AT END OF YEAR ** <i>(These amounts should be carried down to Section B, line 2)</i>			-
6. Excess of estimate <i>(Add to revenue on page 5)</i>	-	-	-
<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 <i>(see your form from last year)</i> .</p> <p>**The amount in column c will go into line 1(b) for next year's worksheet.</p>			
<b>B. TAXES/LIENS RECEIVABLE WORKSHEET</b>	Acct. #1080	Acct.#1110	TOTALS
<i>(From pgs 2-3 of tax collector's report) -&gt;</i>	Taxes	Liens	
	(a)	(b)	(c)
1. Uncollected, end of year			-
2. SUBTRACT: "Overlay" carried forward as Allowance for Abatements <i>(from Section A above, line 5)</i>	↓ -	↓ -	↓ -
3. Receivable, end of year <i>(To Balance Sheet Acct.#1080 and 1110, column c)</i>	-	-	-

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





272 Main Street  
Lancaster, NH 03584  
Call 603.788.4928  
Fax 603.788.3830  
craneandbellcpas.com

## ACCOUNTANTS' COMPILATION REPORT

To the Board of Selectmen,  
Town of Wentworth:

We have compiled the balance sheet of Town of Wentworth as of December 31, 2011, and the related statement of revenues, expenditures, and fund balance for the year then ended, included in the accompanying form MS-5. We have not audited or reviewed the accompanying financial statements included in the accompanying form MS-5 and, accordingly, do not express an opinion or provide any assurance about whether the information contained therein is in accordance with the form prescribed by the New Hampshire Department of Revenue Administration.

Management is responsible for the preparation and fair presentation of the financial statements included in the form prescribed by New Hampshire Department of Revenue Administration and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of form MS-5.

Our responsibility is to conduct the compilation in accordance with *Statements on Standards for Accounting and Review Services* issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

The financial information included in the accompanying prescribed form is presented in accordance with the requirements of the New Hampshire Department of Administration, and is not intended to be a presentation in accordance with accounting principles generally accepted in the United States of America.

This report is intended solely for the information and use of the New Hampshire Department of Administration and is not intended to be and should not be used by anyone other than this specified party.

We are not independent with respect to Town of Wentworth.

*Crane & Bell, PLLC*

November 5, 2012

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