

CPA Vachon & Chutey  
FORM F-65(MS-5)

WB # 723, 245 2011

JP  
10/14/11

30 3 005 018 4611  
HAVERHILL TOWN  
CLERK  
2975 DARTMOUTH COLLEGE HWY  
HAVERHILL, NH 03774

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL SERVICES DIVISION



ANNUAL CITY/TOWN  
FINANCIAL REPORT

State of New Hampshire  
Department of Revenue Administration  
Municipal Services Division  
P.O. Box 487  
Concord, NH 03302-0487  
Telephone: (603) 271-3397

Part I GENERAL FUND -

Revenues and expenditures for the period - Specify  
January 1, 2010 to December 31, 2010

July 1, 2010 to June 30, 2010 OR

A. REVENUES - Modified Accrual		Account No.	Amount
1. Revenue from taxes (Including state education)		(a)	(b)
a. Property taxes (including state education) plus Section C, line 6, column (c), page 12)		T01 3110	\$ 8,194,987
b. State and local taxes assessed for school districts	\$ 5,436,162	4933	
c. Land use change taxes - General Fund		T01 3120	11,727
d. Land use change taxes - Conservation Fund		T01 3121	
e. Resident taxes		T01 3180	28,110
f. Timber taxes		T01 3185	8,555
g. Payments in lieu of taxes		U99 3186	17,530
h. Other taxes (Explain on separate schedule)		T01 3189	
i. Interest and penalties on delinquent taxes		T01 3190	90,187
j. Excavation Tax (@ \$.02 per cu. yd.)		T99 3187	1,507
k. TOTAL (Excluding line 1b)		\$	8,352,603
2. TOTAL revenues for education purposes (This amount should only be used by the municipalities with dependent school districts)			
3. Revenue from licenses, permits, and fees			
a. Business licenses and permits		T28 3210	28,744
b. Motor vehicle permit fees		T01 3220	681,241
c. Building permits		T29 3230	5,717

See accompanying independent accountant's compilation report

RECEIVED

OCT 14 2011

NH DEPT OF REV ADMIN  
MUNICIPAL SERVICES

Part I GENERAL FUND (Continued)		Account No. (a)	Amount (b)
<b>A. REVENUES - Modified Accrual (Continued)</b>			
<b>3. Revenue from licenses, permits and fees</b>			
(Continued)			
d. Other licenses, permits, and fees		T29	7,102
<b>e. TOTAL</b>		\$	722,804
<b>4. Revenue from the federal government</b>			
a. Housing and urban renewal (HUD)		B50	
		\$	
b. Environmental protection		B89	
c. Other federal grants and reimbursements - Specify		B89	
See detail on page 8			
<b>d. TOTAL</b>		\$	112,692
<b>5. Revenue from the State of New Hampshire</b>			
a. Shared revenue block grant		C30	
		\$	
b. Meals and rooms distribution		C30	214,217
c. Highway block grant		C46	164,818
d. Water pollution grants		C89	
e. Housing and community development		C50	
f. State and federal forest land reimbursement		C89	
g. Flood control reimbursement		C89	
h. Other state grants and reimbursements - Specify		C89	38,107
See detail on page 8			
<b>i. TOTAL</b>		\$	417,142
<b>6. Revenue from other governments</b>			
Intergovernmental revenue - Other		D89	
		\$	
<b>7. Revenue from charges for services</b>		A89	
(Exclude interfund transfers)			
a. Income from departments		\$	14,615
b. Water supply system charges		A91	
c. Sewer user charges		A80	
d. Garbage-refuse charges		A81	
e. Electric user charges		A82	
f. Airport fees		A01	29,467
g. Parking		A60	
h. Transit or bus system		A94	
i. Parks and Recreation		A61	19,618
j. Cemeteries		A03	
k. Toll highways		A45	
l. Other charges		A89	3,480
<b>m. TOTAL</b>		\$	67,180

See accompanying independent accountant's compilation report

**Part I GENERAL FUND (Continued)**

**A. REVENUES - Modified Accrual (Continued)**

**8. Revenue from miscellaneous sources**

	Account No. (a)	Amount (b)
a. Special assessments	3500 U01 \$	
b. Sale of municipal property	3501 U11	28,002
c. Interest on investments	3502 U20	1,060
d. Rents of property	3503 U40	28,208
e. Fines and forfeits	3504 U30	
f. Insurance dividends and reimbursements	3506 U99	8,208
g. Contributions and donations	3508 U50	
h. Other miscellaneous sources not otherwise classified	3509 U99	45,350
<b>i. TOTAL</b>		<b>110,828</b>

**9. Interfund operating transfers in**

a. Transfers from special revenue fund	3912 \$	14,923
b. Transfers from capital projects fund	3913	
c. Transfers from proprietary funds	3914	
d. Transfers from capital reserve fund	3915	1,364
e. Transfers from trust and fiduciary funds	3916	
f. Transfers from conservation fund	3917	
<b>g. TOTAL</b>		<b>16,287</b>

**10. Other financial sources**

a. Proceeds from long-term notes and general obligation bonds	3934 \$	
b. Proceeds from all other bonds	3935	
c. Other long-term financial sources	3939	
<b>d. TOTAL</b>		

**11. TOTAL REVENUES FROM ALL SOURCES**

		9,799,536
--	--	-----------

**12. TOTAL FUND EQUITY**

(Should equal line B.2g, column b, page 9)		471,689
--	--	---------

**13. TOTAL OF LINES 11 AND 12**

(Should equal line 21, page 8)		10,271,225
--------------------------------	--	------------

Remarks

See accompanying independent accountant's compilation report

**Part I GENERAL FUND (Continued)**

B. EXPENDITURES - Modified Accrual		Account No. (a)	Total expenditure (includes col.c&d)	Equipment and land purchases (c)	Construction (d)
<b>1. General government</b>					
a. Executive		4130	\$ 138,949	G29 \$	F29 \$
b. Election and registration		4140	85,787	G89	F89
c. Financial administration		4150	159,322	G23	F23
d. Revaluation of property		4152	72,146	G23	F23
e. Legal expense		4153	26,556	G25	F25
f. Personnel administration		4155		G29	F29
g. Planning and zoning		4191	5,682	G29	F29
h. General government building		4194	119,056	G31	F31
i. Cemeteries		4195	45,679	G03	F03
j. Insurance not otherwise allocated		4196	1,000	G89	F89
k. Advertising and regional association		4197	7,201	G89	F89
l. Other general government		4199		G89	F89
m. TOTAL			\$ 661,378	\$	\$
<b>2. Public safety</b>					
a. Police		4210	\$ 793,318	G62	F62
b. Ambulance		4215	64,138	G32	F32
c. Fire		4220	132,640	G24	F24
d. Building inspection		4240		G66	F66
e. Emergency management		4290	1,482	G89	F89
f. Other public safety (including communications)		4299		G89	F89
g. TOTAL			\$ 991,578	\$	\$
<b>3. Airport/Aviation center</b>					
a. Administration		4301		\$	\$
b. Airport operations		4302	43,944		
c. Other		4309			
d. TOTAL			\$ 43,944	G01 \$	F01 \$

Remarks

See accompanying independent accountant's compilation report

**Part I GENERAL FUND (Continued)**

B. EXPENDITURES - Modified Accrual (Continued)		Account No. (a)	Total expenditure (includes col.c&d)	Equipment and land purchases (c)	Construction (d)
		(e)	(includes col.c&d)	(c)	(d)
<b>4. Highways and streets</b>					
a. Administration		4311	\$	\$	\$
b. Highways and streets		4312	908,558	G44	F44
c. Bridges, railroad crossing		4313	5,885	G44	F44
d. Street lighting		4316		G44	F44
e. Toll highways		4316		G45	F45
f. Other highway, streets, and bridges		4319		G44	F44
g. TOTAL			\$ 914,243	\$	\$
<b>5. Sanitation</b>					
a. Administration		4321	\$	G80	F80
b. Solid waste collection		4323		G81	F81
c. Solid waste disposal		4324		G81	F81
d. Solid waste clean-up		4325		G81	F81
e. Sewage collection and disposal		4326		G80	F80
f. Other sanitation		4329	44,722	G80	F80
g. TOTAL			\$ 44,722	\$	\$
<b>6. Water distribution and treatment</b>					
a. Administration		4331	\$	\$	\$
b. Water services		4332			
c. Water treatment		4335			
d. Water conservation		4338			
e. Other water		4339			
f. TOTAL			\$	G91	F91
<b>7. Electric</b>					
a. Administration		4351	\$	\$	\$
b. Generation		4352			
c. Purchase costs		4353			
d. Equipment maintenance		4354			
e. Other electric		4359			
f. TOTAL			\$	G92	F92

See accompanying independent accountant's compilation report

**Part I GENERAL FUND (Continued)**

B. EXPENDITURES - Modified Accrual (Continued)		Account No. (a)	Total expenditure (includes col.c&d)	Equipment and land purchases (c)	Construction (d)
<b>8. Health</b>					
a. Administration		4411 \$	1,731 \$		
b. Pest control		4414	13,563		
c. Health agencies and hospitals		4415	12,726		
d. Other health		4419	22,512		
e. TOTAL		E32 \$	50,532 \$	G32	F32
<b>TOTAL expenditures for special purposes (This category is used by the municipalities which are dependent on this fund)</b>					
<b>10. Welfare</b>					
a. Administration		4441 \$	20,302 \$	G79	F79
b. Direct assistance		4442	36,698	J67	
c. Intergovernmental welfare payments		4444		M79	
d. Vendor payments		4445		E75	
e. Other welfare		4449		E79	F79
f. TOTAL			57,000 \$	G61	F61
<b>11. Culture and recreation</b>					
a. Parks and recreation		4520 \$	97,807 \$	G52	F52
b. Library		4550	50,317	G61	F61
c. Patriotic purposes		4583	1,751	G61	F61
d. Other culture and recreation		4589	600	G61	F61
e. TOTAL			150,475 \$		
<b>12. Conservation</b>					
a. Administration		4611 \$			
b. Purchase of natural resources		4612			
c. Other conservation		4619			
d. TOTAL		E59 \$		G59	F59
<b>13. Redevelopment and housing</b>					
a. Administration		4631 \$			
b. Redevelopment and housing		4632			
c. TOTAL		E50 \$		G50	F50

See accompanying independent accountant's compilation report

**Part I GENERAL FUND (Continued)**

B. EXPENDITURES - Modified Accrual (Continued)		Account No. (a)	Total expenditure (includes col. c&d)	Equipment and land purchases (c)	Construction (d)
<b>14. Economic development</b>					
a. Administration		4651	\$	\$	\$
b. Economic development		4652	131,484		
c. Other economic development		4659			
d. TOTAL		E89	\$ 131,484	G89	F89
<b>15. Debt service</b>					
a. Principal long term bonds and notes		4711	47,965		
b. Interest on long term bonds and notes		4721	21,585		
c. Interest on tax and revenue anticipation notes		4723	5,252		
d. Other debt service charges		4790			
e. TOTAL			\$ 74,802	G89	F89
<b>16. Capital outlay (not reported above)</b>					
a. Land and improvements		4901	\$	\$	
b. Machinery, vehicles, and equipment		4902	\$	G89	
c. Buildings		4903	\$	G89	F89
d. Improvements other than buildings		4909	\$	G89	F89
e. TOTAL			\$	\$	\$
<b>17. Interfund operating transfers out</b>					
a. Transfers to special revenue funds		4912			
b. Transfers to capital projects funds		4913			
c. Transfers to proprietary funds		4914			
d. Transfers to capital reserve funds		4915	24,000		
e. Transfers to expendable trust funds		4916			
f. Transfers to nonexpendable trust funds		4918			
g. TOTAL			\$ 24,000		
<b>Cumulative Expenditure Totals from pages 4-7.</b>			\$ 3,144,158	\$	\$
Remarks					

See accompanying independent accountant's compilation report

Part I GENERAL FUND (Continued)			
B. EXPENDITURES - Modified Accrual (Continued)			
Account No. (a)	Amount expenditure includes col. c & d (b)	Equipment and land purchases (c)	Construction (d)
<b>18. Payments to other governments</b>			
a. Taxes assessed for county	4931 \$ 489,401		
b. Taxes assessed for precincts/village districts	4932 478,259		
c. Local education taxes assessed	4933 4,631,992		
d. Taxes assessed for state	4934 804,170		
e. Payments to other governments	4939		
f. TOTAL	\$ 6,403,822		
19. TOTAL EXPENDITURES	\$ 9,547,980	\$ -	\$ -
<b>20. TOTAL FUND EQUITY (End of year)</b> (Should equal line B.2g, column c, on page 9 and line 13 on page 3, less line 19 above)			
21. TOTAL OF LINES 19 AND 20	\$ 723,245		
	\$ 10,271,225		

Part II This area may be used to provide the detail requested wherever "Explain" or "Specify" is found.			
Account number (a)	Item (b)	Amount (c)	
3319	Other federal grants and reimbursements:		
	Disaster assistance	\$	9,821
	USDA Business Park Paving Grant		92,825
	Police grants		10,046
		\$	112,692
3359	Other state grants and reimbursements:		
	On-behalf fringe benefits	\$	18,238
	Aeronautical Grants		5,515
	State Sewer Line Grant		9,403
	Scenic By-Way Grant		4,951
		\$	38,107

See accompanying independent accountant's compilation report



**Part III GENERAL FUND BALANCE SHEET**

				<b>MODIFIED ACCRUAL</b>		
<b>A. ASSETS</b>	Account No. (a)	Beginning of year (b)	End of year (c)			
<b>1. Current assets</b>						
a. Cash and equivalents	1010	\$ 403,825	\$ 527,628			
b. Investments	1030	781,566	632,176			
c. Taxes receivable (From Section D, page 12)	1080	611,145	1,456,315			
d. Tax liens receivable (From Section D, page 12)	1110	211,086	248,695			
e. Accounts receivable	1150	1,772	26,069			
f. Due from other governments	1260	30,977	98,176			
g. Due from other funds	1310	85,484	65,739			
h. Other current assets	1400	6,779	6,882			
i. Tax decayed property (subject to resale)	1670					
<b>j. TOTAL ASSETS (Should equal line B3)</b>		<b>\$ 2,132,634</b>	<b>\$ 3,061,680</b>			
<b>B. LIABILITIES AND FUND EQUITY</b>						
<b>1. Current liabilities</b>						
a. Warrants and accounts payable	2020	\$ 113,740	\$ 158,006			
b. Compensated absences payable	2030	36,330	29,368			
c. Contracts payable	2050					
d. Due to other governments	2070					
e. Due to school districts	2075	1,503,636	2,136,162			
f. Due to other funds	2080	79	79			
g. Deferred revenue	2220	381	8,024			
h. Notes payable - Current	2230					
i. Bonds payable - Current	2250					
j. Other payables	2270	6,779	6,796			
<b>k. TOTAL LIABILITIES</b>		<b>\$ 1,660,945</b>	<b>\$ 2,338,435</b>			
<b>2. Fund equity (Please detail on page 10)</b>						
a. Assigned (formerly reserve for encumbrances)	2440	\$	\$			
b. Committed (formerly reserve for continuing appropriations)	2450	-	-			
c. Restricted (formerly reserve for appropriations voted for CRF/ETF)	2460					
d. Committed (formerly reserve for appropriations voted)	2460					
e. Assigned (formerly reserve for special purposes)	2490					
f. Unassigned (formerly unreserved fund balance)	2530	471,689	723,245			
<b>g. TOTAL FUND EQUITY</b>		<b>\$ 471,689</b>	<b>\$ 723,245</b>			
<b>3. TOTAL LIABILITIES AND FUND EQUITY</b>		<b>\$ 2,132,634</b>	<b>\$ 3,061,680</b>			
<i>(Should equal line A1)</i>						

*Handwritten initials/signature*

*See accompanying independent accountant's compilation report*





**Part VI RECONCILIATIONS**

**A. RECONCILIATION OF SCHOOL DISTRICT LIABILITY**

	Amount
1. School district liability at beginning of year (Account number 2075, column b, on page 9)	1,503,636
2. Add: School district assessment for current year	5,436,162
3. TOTAL LIABILITY WITHIN CURRENT YEAR (Sum of lines 1 and 2)	6,939,798
4. SUBTRACT: Payments made to school district	4,803,636
5. School district liability at end of year (line 3 less line 4) (Account number 2075, column c, on page 9)	2,136,162

*Spilled*

*ADPS*

**B. RECONCILIATION OF TAX ANTICIPATION NOTES**

	Amount
1. Short-term (TANS) debt at beginning of year	-
2. ADD: New issues during current year	1,500,000
3. SUBTRACT: Issues retired during current year	1,500,000
4. Short-term (TANS) debt outstanding at end of year (Lines 1 + 2 - 3) (Be sure to include (TANS) in Account number 2230, column c, page 9)	-

**PLEASE REFER TO THE INSTRUCTIONS TO COMPLETE SECTIONS C AND D**

**C. ALLOWANCE FOR ABATEMENTS WORKSHEET**

	Current year (a)	Prior years (b)	TOTAL (c)
1. Overlay/Allowance for Abatements (Beginning of year) *	80,542	95,000	175,542
2. SUBTRACT: Abatements made (From tax collector's report)	< 107,384	< 5,416	< 112,800
3. SUBTRACT: Discounts	<	<	<
4. SUBTRACT: Refunds (Cash abatements)	< 21,979	<	< 21,979
5. ESTIMATED ALLOWANCE FOR ABATEMENTS AT END OF YEAR **	< 1,739	< 23,261	< 25,000
6. Excess of estimate (Add to revenue on page 1, line 1a)	(50,560)	66,323	15,763

\*Use overlay amount for column (a) and use last year's balance of line 5, Allowance for Abatements for column b (see your form from last year)

\*\*The amount in column c will go into line 1(b) for next year's worksheet.

**D. TAXES/LIENS RECEIVABLE WORKSHEET**

	1080 taxes (a)	1110 liens (b)	TOTALS (c)
1. Uncollected, end of year	\$ 1,462,173	\$ 267,837	\$ 1,730,010
2. SUBTRACT: "Overlay" carried forward as Allowance for Abatements (from Worksheet C, line 5)	< 5,858	< 19,142	< 25,000
3. Receivable, end of year *	1,456,315	248,695	1,705,010

\* (These amounts are entered on page 9, account numbers 1080 and 1110, column c)

See accompanying independent accountant's compilation report





**Part IX BALANCE SHEET FOR SUMMARY OF ALL OTHER FUNDS**

A. ASSETS		Account No.	96	57,359	Proprietary funds
1. Current assets		(a)			
(a) Cash and equivalents	1010	\$	96	\$	Enterprise
(b) Investments	1030				(d)
(c) Accounts receivable	1150				Internal service
(d) Due from other governments	1260			5,514	(e)
(e) Due from other funds	1310				
(f) Other - Specify -					
Unbilled Rents					
2. Fixed assets					
(a) Land and improvements	1610	\$		\$	
(b) Buildings	1620				
(c) Machinery, vehicles, and equipment	1640				
(d) Construction in progress	1650				
(e) Improvements other than buildings	1660				
(f) Other - Specify -					
3. TOTAL ASSETS			\$	\$	
Remarks			96	57,359	

See accompanying independent accountant's compilation report

**Part IX BALANCE SHEET FOR SUMMARY OF ALL OTHER FUNDS (Continued)**

B. LIABILITIES AND FUND EQUITY		Account No.	(a)	Capital Projects	(b)	Special Revenue	(c)	Enterprise	(d)	Internal service	(e)
(a) Warrants and accounts payable			2020	\$		\$					
(b) Compensated absences payable			2030								
(c) Contracts payable			2050								
(d) Due to other governments			2070								
(e) Due to other funds			2080			14,437					
(f) Deferred revenue			2220								
(g) Notes and bonds payable											
(h) Other - Specify -											
(i) TOTAL LIABILITIES				\$	-	\$	14,437				\$ -
2. Fund Equity/Capital				\$		\$					\$ -
(a) Assigned (formerly reserve for encumbrances)			2440	\$		\$					
(b) Assigned (formerly reserve for special purposes)			2490		96	42,922					
(c) Unassigned (formerly unreserved fund balance-deficit)			2530								
(d) Municipal contributed capital			2610								
(e) Other contributed capital			2620								
(f) Retained earnings			2790								
(g) TOTAL FUND EQUITY				\$	96	\$	42,922				\$ -
3. TOTAL LIABILITIES AND FUND EQUITY				\$	96	\$	57,359				\$ -

See accompanying independent accountant's compilation report



**Part X**

**SUPPLEMENTAL INFORMATION WORKSHEET**

**A. INTERGOVERNMENTAL EXPENDITURES**

Report payments made to the State or other local governments on reimbursement or cost-sharing basis. Do not include these expenditures in part VIII.

Purpose (a)	Account No. (b)	Amount (c)
Payments made to other local governments for:		
Schools	M12	n/a
Sewers	M80	
All other - County	M89	
All other - Towns	M89	
Payments made to State for:		
Highways	L44	
All other purposes	L89	

**B. DEBT OUTSTANDING, ISSUED, AND RETIRED**

Long-term debt purpose (a)	Bonds outstanding at the beginning of this fiscal year (b)	Bonds during this fiscal year		Outstanding at the end of this fiscal year (e)
		Issued (c)	Retired (d)	
Industrial revenue	19T	24T	34T	44T
All other debt	19U	29U	39U	49U
Interest on water debt	19I			47,965
				505,392

**C. SALARIES AND WAGES**

Report here the total salaries and wages paid to all employees of your city before deductions for social security, retirement, etc. Include also salaries and wages paid to employees of any utility owned and operated by your government, as well as salaries and wages of city employees charged to construction projects. These amounts may be taken from the W3 form filed by your government for the year ended December 31.

**D. CASH AND INVESTMENTS HELD AT END OF FISCAL YEAR**

Report separately for each of the two types of funds listed below, the amount of cash on hand and on deposit and investments in Federal Government, Federal agency, State and local government, and non-governmental securities. Report all investments at market value. Exclude accounts receivable, value of real property, and all non-security assets.

Type of fund (a)	Amount at end of fiscal year Omit cents (b)
Bond funds - Unexpended proceeds from sale of bond issues held pending disbursement	W31
	W61
<b>All other funds except employee retirement funds and nonexpendable trust funds.</b>	\$ 1,888,430

Remarks

**Part XI CERTIFICATION**

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.

Date Signed

9/26/11

Signatures of a majority of the governing body:

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)

Vachon Clukay & Company PC

Signature

Vachon Clukay & Company PC

Regular office hours

Email address

8:00 AM - 5:00 PM Monday - Friday

[vachonclukay@vachonclukay.com](mailto:vachonclukay@vachonclukay.com)

**GENERAL INSTRUCTIONS**

When completed, one signed copy should be sent to the Department of Revenue Administration and one copy should be placed in your municipal records.

Please be sure you have completed Part X, items A-D.

**WHEN TO FILE: (RSA. 21-J:34, V)**

For cities/towns reporting on a calendar year basis, this report must be filed on or before April 1.

For cities/towns reporting on an optional fiscal year basis (year ending June 30), this report must be filed on or before September 1.

**WHERE TO FILE**

Department of Revenue Administration  
State of New Hampshire  
Municipal Services Division  
PO Box 487  
Concord, NH 03302-0487