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CPA - Plodzik + Sanderson

2011

FORM F-65(MS-5) - SEP 26 2011

NH DEPT OF REV ADMIN
MUNICIPAL SERVICES

STATE OF NEW HAMPSHIRE
DEPARTMENT OF REVENUE ADMINISTRATION
MUNICIPAL SERVICES DIVISION

30 3 007 012 1103
HILL TOWN
CLERK
PO BOX 251
HILL, NH 03243



ANNUAL CITY/TOWN
FINANCIAL REPORT

PLEASE
RETURN
COMPLETED
FORM TO

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
OR
July 1, 2010 to June 30, 2011

A. REVENUES - Modified Accrual		Account No.	Amount
1. Revenue from taxes (Including state education)		(a)	(b)
a. Property taxes (commitment less overlay Plus Section C, line 6, column (c), page 12)		3110	\$ 1,910,356
b. State and local taxes assessed for school districts	\$ 1,137,068 ✓	4933	
c. Land use change taxes - General Fund		3120	4,080
d. Land use change taxes - Conservation Fund		3121	-
e. Resident taxes		3160	-
f. Timber taxes		3185	8,487
g. Payments in lieu of taxes		3186	-
h. Other taxes (Explain on separate schedule)		3189	-
i. Interest and penalties on delinquent taxes		3190	24,596
j. Excavation Tax (@\$.02 per cu. yd.)		3187	1,202
k. TOTAL (Excluding line 1b)			\$ 1,948,721
2. TOTAL revenues for education purposes (This entry should only be used by the few municipalities which have dependent school districts)			Enter Only Dependent Schools in This Space \$
3. Revenue from licenses, permits, and fees			
a. Business licenses and permits		3210	-
b. Motor vehicle permit fees		3220	137,865
c. Building permits		3230	475

Part I GENERAL FUND (Continued)

A. REVENUES - Modified Accrual (Continued)

	Account No. (a)	Amount (b)
3. Revenue from licenses, permits and fees (Continued)		
d. Other licenses, permits, and fees	3290	T29 5,293
e. TOTAL ----- >		\$ 143,633
4. Revenue from the federal government		
a. Housing and urban renewal (HUD)	3311	B50 \$ -
b. Environmental protection	3312	B89 -
c. Other federal grants and reimbursements - Specify (FEMA; Homeland Security; COPPS, etc.)	3319	B89 -
d. TOTAL ----- >		\$ -
5. Revenue from the State of New Hampshire		
a. Shared revenue block grant	3351	C30 \$ -
b. Meals and rooms distribution	3352	C30 48,339
c. Highway block grant	3353	C46 49,047
d. Water pollution grants	3354	C89 -
e. Housing and community development	3355	C50 -
f. State and federal forest land reimbursement	3356	C89 4,705
g. Flood control reimbursement	3357	C89 32,252
h. Other state grants and reimbursements - Specify	3359	C89 -
i. TOTAL ----- >		\$ 134,343
6. Revenue from other governments		
Intergovernmental revenue - Other	3379	D89 \$ -
7. Revenue from charges for services (Exclude interfund transfers)		
a. Income from departments	3401	A89 \$ 10,451
b. Water supply system charges	3402	A91 -
c. Sewer user charges	3403	A80 -
d. Garbage-refuse charges	3404	A81 -
e. Electric user charges	3405	A92 -
f. Airport fees	3406	A01 -
g. Parking		A60 -
h. Transit or bus system		A94 -
i. Parks and Recreation		A81 -
j. Cemeteries		A03 -
k. Toll Highways		A45 -
l. Other charges	3409	A89 -
m. TOTAL ----- >		\$ 10,451

Part I GENERAL FUND (Continued)

A. REVENUES - Modified Accrual (Continued)	Account No.	Amount
8. Revenue from miscellaneous sources	(a)	(b)
a. Special assessments	3500	U01 \$ -
b. Sale of municipal property	3501	U11 500
c. Interest on investments	3502	U20 3,795
d. Rents of property	3503	U40 -
e. Fines and forfeits	3504	U30 -
f. Insurance dividends and reimbursements	3508	U99 -
g. Contributions and donations	3508	U50 -
h. Other miscellaneous sources not otherwise classified	3509	U99 882
I. TOTAL ----- >		\$ 5,157
9. Interfund operating transfers in		
a. Transfers from special revenue fund	3912	\$ -
b. Transfers from capital projects fund	3913	-
c. Transfers from proprietary funds	3914	-
d. Transfers from capital reserve fund	3915	192,622
e. Transfers from trust and fiduciary funds	3916	13,505
f. Transfers from conservation duns	3917	-
g. TOTAL ----- >		\$ 206,127
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	-
d. TOTAL ----- >		\$ -
11. TOTAL REVENUES FROM ALL SOURCES ----- >		\$ 2,448,432
12. TOTAL FUND EQUITY (Beginning of year) (Should equal line B.2g, column b, page 9) ----- >		\$ 330,204
13. TOTAL OF LINES 11 AND 12 (Should equal line 21, page 8) ----- >		\$ 2,778,636

Remarks

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)
1. General government				
a. Executive	4130	E29 40,853	G29	F29
b. Election and registration	4140	E89 43,684	G89	F89
c. Financial administration	4150	E23 5,046	G23	F23
d. Revaluation of property	4152	E23 3,873	G23	F23
e. Legal expense	4153	E25 2,006	G25	F25
f. Personnel administration	4155	E29 15,997	G29	F29
g. Planning and zoning	4191	E29 1,427	G29	F29
h. General government building	4194	E31 24,251	G31	F31
i. Cemeteries	4195	E03 2,300	G03	F03
j. Insurance not otherwise allocated	4196	E89 14,232	G89	F89
k. Advertising and regional association	4197	E89 -	G89	F89
l. Other general government	4199	E89 -	G89	F89
m. TOTAL ----->		\$ 153,669		
2. Public safety				
a. Police	4210	E62 73,365	G62	F62
b. Ambulance	4215	E32 27,430	G32	F32
c. Fire	4220	E24 46,634	G24	F24
d. Building inspection	4240	E66 -	G66	F66
e. Emergency management	4280	E89 -	G89	F89
f. Other public safety (including communications)	4299	E89 -	G89	F89
g. TOTAL ----->		\$ 147,429		
3. Airport/Aviation center				
a. Administration	4301	-		
b. Airport operations	4302	-		
c. Other	4309	-		
d. TOTAL ----->		E01 \$ -	G01	F01

Remarks

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)
4. Highways and streets		E44	G44	F44
a. Administration	4311	-		
b. Highways and streets	4312	263,514		
c. Bridges, railroad crossing	4313	-		
d. Street lighting	4316	3,648		
e. Toll highways	4316	-		
f. Other highway, streets, and bridges	4319	60,031		
g. TOTAL ----->		\$ 327,193		
5. Sanitation		E80	G80	F80
a. Administration	4321	-		
b. Solid waste collection	4323	-		
c. Solid waste disposal	4324	77,225		
d. Solid waste clean-up	4325	-		
e. Sewage collection and disposal	4326	-		
f. Other sanitation	4329	-		
g. TOTAL ----->		\$ 77,225		
6. Water distribution and treatment				
a. Administration	4331	-		
b. Water services	4332	-		
c. Water treatment	4335	-		
d. Water conservation	4338	-		
e. Other water	4339	-		
f. TOTAL ----->		E91	G91	F91
7. Electric				
a. Administration	4351	-		
b. Generation	4352	-		
c. Purchase costs	4353	-		
d. Equipment maintenance	4354	-		
e. Other electric	4359	-		
f. TOTAL ----->		\$ -	G92	F92

Part I **GENERAL FUND (Continued)**

B. EXPENDITURES - Modified Accrual (Continued)	Account No.	Total expenditure <i>includes col c & d</i>	Equipment and land purchases	Construction
8. Health	(a)	(b)	(c)	(d)
a. Administration	4411	-		
b. Pest Control	4414	-		
c. Health agencies and hospitals	4415	4,039		
d. Other Health	4419	-		
e. TOTAL ----->		E32 \$ 4,039	G32	F32
9. TOTAL expenditures for education purposes <i>(This entry should only be used by the few municipalities which have dependent school districts)</i>				
10. Welfare		E79	G79	F79
a. Administration	4441	-		
b. Direct assistance	4442	J67 4,385		
c. Intergovernmental welfare payments	4444	M79 -		
d. Vendor payments	4445	E75 -		
e. Other welfare	4449	E79 -	G79	F79
f. TOTAL ----->		\$ 4,385		
11. Culture and recreation		E61	G61	F61
a. Parks and recreation	4520	3,680		
b. Library	4550	E52 -	G52	F52
c. Patriotic purposes	4583	E61 286	G61	F61
d. Other culture and recreation	4589	E61 -	G61	F61
e. TOTAL ----->		\$ 3,966		
12. Conservation				
a. Administration	4611	-		
b. Purchase of natural resources	4612	-		
c. Other conservation	4619	-		
d. TOTAL ----->		E59 \$ -	G59	F59
13. Redevelopment and housing				
a. Administration	4631	-		
b. Redevelopment and housing	4632	-		
c. TOTAL ----->		E50 \$ -	G50	F50

Part I GENERAL FUND (Continued)

B. EXPENDITURES - Modified Accrual (Continued)	Account No.	Total expenditure includes col c & d	Equipment and land purchases	Construction
	(a)	(b)	(c)	(d)
14. Economic development				
a. Administration	4651	-	\$	\$
b. Economic development	4652	-		
c. Other economic development	4659	-		
d. TOTAL ----->		E89	G89	F89
		\$	\$	\$
15. Debt service				
a. Principal long term bonds and notes	4711	-		
		189		
b. Interest on long term bonds and notes	4721	-		
		189		
c. Interest on tax and revenue anticipation notes	4723	-		
		E23		
d. Other debt service charges	4790	-		
e. TOTAL ----->		\$		
			G89	F89
16. Capital outlay (not reported above)				
a. Land and improvements	4901	8,336	8,336	
b. Machinery, vehicles, and equipment	4902	97,192	97,192	
c. Buildings	4903	-		
d. Improvements other than buildings	4909	22,775		22,775
e. TOTAL ----->		\$	\$	\$
		128,303	105,528	22,775
17. Interfund operating transfers out				
a. Transfers to special revenue funds	4912	21,000		
b. Transfers to capital projects funds	4913	-		
c. Transfers to proprietary funds	4914	-		
d. Transfers to capital reserve funds	4915	151,329		
e. Transfers to expendable trust funds	4916	-		
f. Transfers to non-expendable trust funds	4918	-		
g. TOTAL ----->		\$		
		172,329		
Cumulative Expenditure Totals from pages 4-7.....>		1,018,538		

Remarks

Part III GENERAL FUND BALANCE SHEET

MODIFIED ACCRUAL

A. ASSETS	Account No. (a)	Beginning of Year (b)	End of year (c)
1. Current assets			
a. Cash and equivalents	1010	260,811	598,322
b. Investments	1030	7,958	7,977
c. Taxes receivable (From Section D, page 12)	1080	843,069	181,748 ✓
d. Tax liens receivable (From Section D, page 12)	1110	79,808	91,194 ✓
e. Accounts receivable	1150	-	-
f. Due from other governments	1280	-	-
g. Due from other funds	1310	48,398	38,877
h. Other current assets	1400	-	-
i. Tax deduced property (subject to resale)	1670	5,783	5,783
j. TOTAL ASSETS (Should equal line B3) ----- >		1,245,827	923,901
B. LIABILITIES AND FUND EQUITY			
1. Current liabilities			
a. Warrants and accounts payable	2020	323,163	1,377
b. Compensated absences payable	2030	-	-
c. Contracts payable	2050	-	-
d. Due to other governments	2070	-	-
e. Due to school districts	2075	592,460	578,053 ✓
f. Due to other funds	2080	-	-
g. Deferred revenue	2220	-	3,035
h. Notes payable - Current	2230	-	-
i. Bonds payable - Current	2250	-	-
j. Other payables	2270	-	-
k. TOTAL LIABILITIES ----- >		915,623	582,465
2. Fund equity (Please detail on page 10)			
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	5,783	5,783
f. Unassigned (formerly unreserved fund balance)	2530	324,421	335,653
g. TOTAL FUND EQUITY ----- >		330,204	341,436
3. TOTAL LIABILITIES AND FUND EQUITY ----- > (Should equal line A1) ----- >		1,245,827	923,901

Part IV **DETAIL**

This section may be used to provide the detail requested wherever "Explain" or "Specify" is found. If additional space is needed, please add extra pages using the following format. Please show the detail and the total for each.

Account number (a)	Item (b)	Amount (c)

Please Detail Reserves from page 9 (Balance Sheet)

Account number (a)	Item (b)	Amount (c)

Part V **GENERAL FUND**

A. PLEASE LIST THE ANNUAL REQUIREMENTS TO AMORTIZE ALL GENERAL OBLIGATION DEBT
 (as of (enter date) _____ for the ensuing five years)

	Year (a)	Principal (b)	Interest (c)	Total (d)
1.	2011	\$ 18,821	\$ 27,173	\$ 45,994
2.	2012	19,492	26,347	\$ 45,839
3.	2013	20,185	25,491	\$ 45,676
4.	2014	20,898	24,605	\$ 45,503
5.	2015	21,630	23,689	\$ 45,319
6. SUBTOTAL (Sum of lines 1-5)		\$ 101,026	\$ 127,305	\$ 228,331
7. Remaining periods of debt		631,946	256,772	\$ 790,895
8. TOTAL ----- >		\$ 732,972	\$ 384,081	\$ 1,117,053

Part V GENERAL FUND (Continued)

D. AMORTIZATION OF LONG-TERM DEBT

(a) Description	(b) Original obligation	(c) Purpose	(d) Annual installment	(e) Interest rate	(f) Date of final payment	(g) Bonds o/s at beginning of year	(h) Bonds issued this year	(i) Bonds retired this year	(j) Bonds o/s at end of year
Water System	\$ 200,000	W	Variable	4.49	2025	\$ 166,113	\$ -	\$ 8,888	\$ 157,215
Water System	485,000	W	Variable	4.25	2037	485,000	-	9,273	475,727
TOTAL →									

Remarks

Part VI RECONCILIATIONS

A. RECONCILIATION OF SCHOOL DISTRICT LIABILITY		Amount
1. School district liability at beginning of year <i>(Account number 2075, column b, on page 9)</i>	\$ <i>pr yr</i>	592,460
2. ADD: School district assessment for current year	✓	1,137,088
3. TOTAL LIABILITY WITHIN CURRENT YEAR (Sum of lines 1 and 2)		1,729,528 ✓
4. SUBTRACT: <i>Payments</i> made to school district	L <	1,151,475 >
5. School district liability at end of year (lines 3 less line 4) <i>(Account number 2075, column c, on page 9)</i>	To B/S	578,053 ✓
B. RECONCILIATION OF TAX ANTICIPATION NOTES		Amount
1. Short-term (TANS) debt at beginning of year	61V \$	
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) <i>(Be sure to include (TANS) in Account number 2230, column c, page 9)</i>	64V \$	

PLEASE REFER TO THE INSTRUCTIONS TO COMPLETE SECTIONS C AND D

C. ALLOWANCE FOR ABATEMENTS WORKSHEET	Current year	Prior years	TOTAL
	(a)	(b)	(c)
1. Overlay/Allowance for Abatements (Beginning of year) *	✓ 4,763	<i>48,448</i> -44,254	<i>53,211</i> -48,917
2. SUBTRACT: Abatements made (From tax collector's report) <i>=MS-61</i>	(1,548)	(4,737)	(6,285)
3. SUBTRACT: Discounts	-	-	-
4. SUBTRACT: Refunds (Cash abatements) <i>=MS-61</i>	(5,867)	-	(5,867)
5. ESTIMATED ALLOWANCE FOR ABATEMENTS AT END OF YEAR **	23,306	11,694	(35,000)
6. Excess of estimate (Add to revenue on page 1, line 1a)	<i>(25,758)</i> -20,854	<i>32,017</i> -51,211	<i>6259</i> 2,085

*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	1110	TOTALS
	taxes (a)	liens (b)	(c)
1. Uncollected, end of year <i>=MS-61</i>	✓ 205,054	✓ 102,888	307,942
2. SUBTRACT: "Overlay" carried forward as Allowance for Abatements (from Worksheet C, line 5)	(23,306)	(11,694)	(35,000)
3. Receivable, end of year * <i>To B/S</i>	181,748	91,194	272,942

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

Part VII SUMMARY OF REVENUES FOR ALL OTHER FUNDS

REVENUE AND OTHER FINANCING SOURCES	Capital Projects (a)		Special Revenue (b)	Proprietary funds	
	T01 \$	T29		Enterprise (c)	Internal service (d)
1. Revenue from taxes	T01 \$		T01 \$	T01 \$	
2. Revenue from licenses, permits, and fees	T29		T29	T29	
3. Revenue directly from the federal government	B89		B89	B89	
4. Revenue from the State of New Hampshire	C89	1,071,183	C89	C89	
5. Revenue from other governments	D89		D89	D89	
6. Revenue from charges for services	A81		A81	A81	
(a) Water supply system charges	A80		A80	A80	
(b) Sewer user charges	A81		A81	A81	
(c) Garbage/refuse collection charges	A92		A92	A92	
(d) Electric	A01		A01	A01	
(e) Airport and aviation	A44		A44	A44	
(f) Highway	A45		A45	A45	
(g) Toll facilities	A61		A61	A61	
(h) Parks and recreation	A60		A60	A60	
(i) Parking	A94		A94	A94	
(j) Transit or bus system	A89		A89	A89	
(k) Other - Specify ---Z					
(1)					
(2)					
(3)					
7. Revenue from miscellaneous sources	U20		U20	U20	
(a) Interest on investments					
(b) Other miscellaneous sources	U99	5,530	U99	U99	
8. Interfund operating transfers in					
9. Other financial sources	U99		U99	U99	
10. TOTAL REVENUE AND OTHER SOURCES	\$	1,076,713	\$		344,386

Part VIII SUMMARY OF EXPENDITURES FOR ALL OTHER FUNDS

EXPENDITURES (BY FUNCTIONS)	Capital projects		Special revenue	Proprietary funds	
	(a)	(b)		Enterprise	Internal service
	F89	E80	(c)	(d)	
1. General government	\$	\$ 107			\$
2. Public Safety	F82	E62			
(a) Police					
(b) Ambulance	F24	E32			
(c) Fire	F01	E24			
3. Airport/Aviation center	F44	E01			
4. Highway and streets	F45	E44			
5. Toll Highways	F81	F45			
6. Sanitation	F81	F81			
7. Water distribution and treatment	F91	F81	64,445		
8. Sewerage	F80	E90			
9. Electric	F92	E92			
10. Health	F32	E32			
11. Welfare	F79	E79			
12. Culture and recreation	F61	E61	20,735		
13. Parking	F60	E60			
14. Transit or bus system	F94	E94			
15. Conservation	F58	E58			
16. Redevelopment and housing	F50	E50			
17. Economic development	F89	E88			
18. Debt services		E23	44,562		
19. Capital outlay - other	F89	F89			
20. Interfund operating transfers out			206,127		
21. TOTAL EXPENDITURES	\$	\$	\$		\$
Remarks					

Part IX BALANCE SHEET FOR SUMMARY OF ALL OTHER FUNDS

A. ASSETS	Account No. (a)	Capital Projects (b)	Special Revenue (c)	Proprietary funds	
				Enterprise (d)	Internal services (e)
1. Current assets					
(a) Cash and equivalents	1010	\$ 100	\$ 104,291		
(b) Investments	1030		1,334,383		
(c) Accounts receivable	1150		9,988		
(d) Due from other governments	1260	92,788			
(e) Due from other funds	1310		11,946		
(f) Other - Specify --L					
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 --L					
3. TOTAL ASSETS		\$ 92,888	\$ 1,460,588		

Remarks

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

B. LIABILITIES AND FUND EQUITY	Account No. (a)	Capital projects (b)	Special revenues (c)	Proprietary funds	
				Enterprise (d)	Internal service (e)
1. Liabilities					
(a) Warrants and accounts payable	2020	\$ 53,888	\$	\$	\$
(b) Compensated absences payable	2030				
(c) Contracts payable	2050				
(d) Due to other governments	2070				
(e) Due to other funds	2080	47,681	3,142		
(f) Deferred revenue	2220				
(g) Notes and bonds payable					
(h) Other - Specify --L					
(f) TOTAL LIABILITIES ----->		\$ 101,549	\$ 3,142		
2. Fund Equity/Capital					
(a) Assigned (formerly reserve for encumbrances)	2440				
(b) Assigned (formerly reserve for special purposes)	2490		832,757		
(c) Unassigned (formerly unreserved fund balance-deficit)	2530	(8,661)	624,687		
(d) Municipal contributed capital	2810				
(e) Other contributed capital	2620				
(f) Retained earnings	2790				
(g) TOTAL FUND EQUITY ----->		\$ (8,661)	\$ 1,457,444		
3. TOTAL LIABILITIES AND FUND EQUITY ----->		\$ 92,888	\$ 1,460,586		

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
Sewers		M80
All other - County	4931	M89
All other - Towns	4199	M89
Payments made to State for:		
Highways	4319	L44
All other purposes	4199	L89

C. 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 651,113	29U	39U 18,171	49U 632,942
Interest on water debt	19I			

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.

Total wages paid	346,343
Z00	

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
All other funds except employee retirement funds and nonexpendable trust funds.	W61 2,045,073

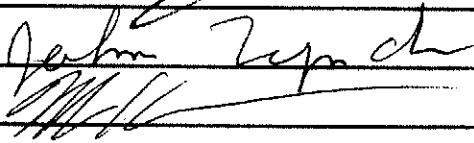
Remarks

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 9/20/11

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)
Gregory A. Colby

Signature 

Regular Office Hours
8:00am - 4:30pm

Email address
gcolby@plodzik.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