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FORM F-65(MS-5)

AUG 25 2011

NH DEPT OF REV ADMIN  
MUNICIPAL SERVICES DIVISION

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL SERVICES DIVISION

30 3 004 011 1359  
MILAN TOWN  
CLERK  
PO BOX 158  
MILAN, NH 03588



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	\$ 1,839,738
b. State and local taxes assessed for school districts	\$ 1,061,204	4933	
c. Land use change taxes - General Fund		3120	15,618
d. Land use change taxes - Conservation Fund		3121	
e. Resident taxes		3180	
f. Timber taxes		3185	9,722
g. Payments in lieu of taxes		3186	10,207
h. Other taxes (Explain on separate schedule)		3189	
i. Interest and penalties on delinquent taxes		3190	34,042
j. Excavation Tax (@\$.02 per cu. yd.)		3187	802
k. TOTAL (Excluding line 1b)			\$ 1,910,129
3. Revenue from licenses, permits, and fees			
a. Business licenses and permits		3210	615
b. Motor vehicle permit fees		3220	244,261
c. Building permits		3230	

**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 330
c. Interest on investments	3502	U20 574
d. Rents of property	3503	U40
e. Fines and forfeits	3504	U30
f. Insurance dividends and reimbursements	3506	U99
g. Contributions and donations	3508	U50
h. Other miscellaneous sources not otherwise classified	3509	U99 651
i. TOTAL ----- >		\$ 1,555
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	
e. Transfers from trust and fiduciary funds	3916	316
f. Transfers from conservation duns	3917	
g. TOTAL ----- >		\$ 316
10. Other financial sources		
a. Proceeds from long-term notes and general obligation bonds	3934	\$ 21,150
b. Proceeds from all other bonds	3935	
c. Other long-term financial sources	3939	
d. TOTAL ----- >		\$ 21,150
11. TOTAL REVENUES FROM ALL SOURCES ----- >		\$ 2,367,729
12. TOTAL FUND EQUITY (Beginning of year) (Should equal line B.2f, column b, page 9) ----- >		\$ 257,966
13. TOTAL OF LINES 11 AND 12 (Should equal line 21, page 8) ----- >		\$ 2,625,695

Remarks

**Part I GENERAL FUND (Continued)**

<b>B. EXPENDITURES - Modified Accrual (Continued)</b>	<b>Account No. (a)</b>	<b>Total expenditure (includes col.c&amp;d)</b>	<b>Equipment and land purchases (c)</b>	<b>Construction (d)</b>
<b>4. Highways and streets</b>				
a. Administration	4311	E44	G44	F44
b. Highways and streets	4312	E44 190,183	G44	F44
c. Bridges, railroad crossing	4313	E44	G44	F44
d. Street lighting	4316	E44 5,698	G44	F44
e. Toll highways	4316	E45	G45	F45
f. Other highway, streets, and bridges	4319	E44	G44	F44
<b>g. TOTAL -----&gt;</b>		\$ 195,881	\$ -	\$ -
<b>5. Sanitation</b>		E80	G80	F80
a. Administration	4321	E81	G81	F81
b. Solid waste collection	4323	E81 95,244	G81	F81
c. Solid waste disposal	4324	E81 57,034	G81	F81
d. Solid waste clean-up	4325	E81	G81	F81
e. Sewage collection and disposal	4326	E80	G80	F80
f. Other sanitation	4329	E80	G80	F80
<b>g. TOTAL -----&gt;</b>		\$ 152,278	\$ -	\$ -
<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			
<b>f. TOTAL -----&gt;</b>		E91	G91	F91
		\$ -	\$ -	\$ -
<b>7. Electric</b>				
a. Administration	4351			
b. Generation	4352			
c. Purchase costs	4353			
d. Equipment maintenance	4354			
e. Other electric	4359			
<b>f. TOTAL -----&gt;</b>		E92	G92	F92
		\$ -	\$ -	\$ -

<b>Part I GENERAL FUND (Continued)</b>				
<b>B. EXPENDITURES - Modified Accrual (Continued)</b>	<b>Account No.</b>	<b>Total expenditure <i>includes col c &amp; d</i></b>	<b>Equipment and land purchases</b>	<b>Construction</b>
	<b>(a)</b>	<b>(b)</b>	<b>(c)</b>	<b>(d)</b>
<b>14. Economic development</b>				
a. Administration	4651	-	-	-
b. Economic development	4652	-	-	-
c. Other economic development	4659	-	-	-
<b>d. TOTAL -----&gt;</b>		<b>E89</b>	<b>G89</b>	<b>F89</b>
		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>15. Debt service</b>				
a. Principal long term bonds and notes	4711	-	-	-
b. Interest on long term bonds and notes	4721	189	-	-
c. Interest on tax and revenue anticipation notes	4723	189	-	-
d. Other debt service charges	4790	E23	-	-
<b>e. TOTAL -----&gt;</b>		<b>\$ -</b>		
<b>16. Capital outlay (not reported above)</b>			<b>G89</b>	<b>F89</b>
a. Land and improvements	4901	-	-	-
b. Machinery, vehicles, and equipment	4902	63,400	G89 63,400	-
c. Buildings	4903	-	G89	F89
d. Improvements other than buildings	4909	-	G89	F89
<b>e. TOTAL -----&gt;</b>		<b>\$ 63,400</b>	<b>\$ 63,400</b>	<b>\$ -</b>
<b>17. Interfund operating transfers out</b>				
a. Transfers to special revenue funds	4912	22,013	-	-
b. Transfers to capital projects funds	4913	-	-	-
c. Transfers to proprietary funds	4914	-	-	-
d. Transfers to capital reserve funds	4915	55,000	-	-
e. Transfers to expendable trust funds	4916	-	-	-
f. Transfers to non-expendable trust funds	4918	-	-	-
<b>g. TOTAL -----&gt;</b>		<b>\$ 77,013</b>		
<b>Cumulative Expenditure Totals from pages 4-7.....&gt;</b>		<b>\$ 816,068</b>	<b>\$ 63,400</b>	<b>\$ -</b>
<b>Remarks</b>				

**Part III GENERAL FUND BALANCE SHEET**

**MODIFIED ACCRUAL**

A. ASSETS	Account No.	Beginning of Year	End of year
1. Current assets	(a)	(b)	(c)
a. Cash and equivalents	1010	128,362	89,380
b. Investments	1030	390,555	221,119
c. Taxes receivable (From Section D, page 12)	1080	227,666	148,821
d. Tax liens receivable (From Section D, page 12)	1110	82,562	102,687
e. Accounts receivable	1150	3,980	-
f. Due from other governments	1260	-	-
g. Due from other funds	1310	159	3,148
h. Other current assets	1400	-	-
i. Tax deeded property (subject to resale)	1670	3,405	9,065
<b>j. TOTAL ASSETS (Should equal line B3) ----- &gt;</b>		<b>\$ 836,689</b>	<b>\$ 574,220</b>
<b>B. LIABILITIES AND FUND EQUITY</b>			
<b>1. Current liabilities</b>			
a. Warrants and accounts payable	2020	129,060	13,034
b. Compensated absences payable	2030	-	-
c. Contracts payable	2050	-	-
d. Due to other governments	2070	-	-
e. Due to school districts	2075	449,562	236,204
f. Due to other funds	2080	-	-
g. Deferred revenue	2220	-	-
h. Notes payable - Current	2230	-	-
i. Bonds payable - Current	2250	-	-
j. Other payables	2270	101	-
<b>k. TOTAL LIABILITIES ----- &gt;</b>		<b>\$ 578,723</b>	<b>\$ 249,238</b>
<b>2. Fund equity</b>			
a. Reserve for encumbrances (Please detail on page 10)	2440	-	-
b. Reserve for continuing appropriations (Detail on page 10)	2450	-	-
c. Reserve for appropriations voted from surplus	2460	-	-
d. Reserve for special purposes (Please detail on page 10)	2490	6,847	12,526
e. Unreserved fund balance	2530	251,119	312,456
<b>f. TOTAL FUND EQUITY ----- &gt;</b>		<b>\$ 257,966</b>	<b>\$ 324,982</b>
<b>3. TOTAL LIABILITIES AND FUND EQUITY ----- &gt;</b> (Should equal line A1j) ----- >		<b>\$ 836,689</b>	<b>\$ 574,220</b>

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**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)
	Reconciliation of fund equity (EOY) per MS-5 to Exhibit D	
	per compiled financial statements:	
	Fund balance, Exhibit D (EOY)	182,654
	Deferred property tax revenue, modified accrual	142,328
	Fund balance, MS-5 (EOY)	324,982

*Please Detail Reserves from page 9 (Balance Sheet)*

Account number (a)	Item (b)	Amount (c)
2490	Reserved for tax deeded property	9,065
2490	Reserved for conservation	3,461
	Total	12,526

**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. 2010 Fire Department note payable	2011	\$ 4,908	\$ 1,055	\$ 5,963
2. 2010 Fire Department note payable	2012	5,153	810	5,963
3. 2010 Fire Department note payable	2013	5,410	553	5,963
4. 2010 Fire Department note payable	2014	5,679	284	5,963
5.		-	-	-
6. SUBTOTAL (Sum of lines 1-5)		\$ 21,150	\$ 2,702	\$ 23,852
7. Remaining periods of debt				
8. TOTAL ----->		\$ 21,150	\$ 2,702	\$ 23,852



Part VI RECONCILIATIONS	
<b>A. RECONCILIATION OF SCHOOL DISTRICT LIABILITY</b>	
1. School district liability at beginning of year (Account number 2075, column b, on page 9)	Amount \$ <i># prior year</i> 449,562
2. ADD: School district assessment for current year	1,061,204
3. TOTAL LIABILITY WITHIN CURRENT YEAR (Sum of lines 1 and 2)	1,510,766
4. SUBTRACT: Payments made to school district	< (1,274,562) >
5. School district liability at end of year (lines 3 less line 4) (Account number 2075, column c, on page 9)	<i>DBS</i> 236,204
<b>B. RECONCILIATION OF TAX ANTICIPATION NOTES</b>	
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) (Be sure to include (TANS) in Account number 2230, column c, page 9)	64V \$ -
PLEASE REFER TO THE INSTRUCTIONS TO COMPLETE SECTIONS C AND D	
<b>C. ALLOWANCE FOR ABATEMENTS WORKSHEET</b>	Current year (a)    Prior years (b)    TOTAL (c)
1. Overlay/Allowance for Abatements (Beginning of year) *	5,445    9,849    15,294
2. SUBTRACT: Abatements made (From tax collector's report)	(602)    (1,787)    (2,389)
3. SUBTRACT: Discounts	
4. SUBTRACT: Refunds (Cash abatements)	(2,033)    -    (2,033)
<b>5. ESTIMATED ALLOWANCE FOR ABATEMENTS AT END OF YEAR **</b>	-    -    -
6. Excess of estimate (Add to revenue on page 1, line 1a)	2,810    8,062    10,872
<p>*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).</p> <p>**The amount in column c will go into line 1(b) for next year's worksheet</p>	
<b>D. TAXES/LIENS RECEIVABLE WORKSHEET</b>	1080 taxes (a)    1110 liens (b)    TOTALS (c)
1. Uncollected, end of year	148,821    102,687    251,508
2. SUBTRACT: "Overlay" carried forward as Allowance for Abatements (from Worksheet C, line 5)	< >    < >    < >
3. Receivable, end of year *	148,821    102,687    251,508
* (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 \$	T29	T01 \$	T01 \$	
2. Revenue from licenses, permits, and fees	B89	B89	B89	B89	
3. Revenue directly from the federal government	C89	C89	C89	C89	
4. Revenue from the State of New Hampshire	D89	D89	D89	D89	
5. Revenue from other governments (Town of Dummer)	A91	A91	1,800	A91	
6. Revenue from charges for services	A80	A80	A80	A80	
(a) Water supply system charges	A81	A81	A81	A81	
(b) Sewer user charges	A92	A92	A92	A92	
(c) Garbage/refuse collection charges	A01	A01	A01	A01	
(d) Electric	A44	A44	A44	A44	
(e) Airport and aviation	A45	A45	A45	A45	
(f) Highway	A61	A61	A61	A61	
(g) Toll facilities	A60	A60	A60	A60	
(h) Parks and recreation	A94	A94	A94	A94	
(i) Parking	A89	A89	15,464	A89	
(j) Transit or bus system	A89	A89	132	A89	
(k) Other - Specify ---Z					
(1) Ambulance charges					
(2) Library Charges					
(3)					
7. Revenue from miscellaneous sources	U20	U20	80	U20	
(a) Interest on investments	U99	U99	1,100	U99	
(b) Other miscellaneous sources					
8. Interfund operating transfers in	U99	U99	22,013	U99	
9. Other financial sources					
10. TOTAL REVENUE AND OTHER SOURCES	\$	\$	40,589	\$	\$

**Part VIII SUMMARY OF EXPENDITURES FOR ALL OTHER FUNDS**

EXPENDITURES (BY FUNCTIONS)	Capital projects (a)		Special revenue (b)	Proprietary funds	
	F89 \$	F62		Enterprise (c)	Internal service (d)
1. General government	F89		E89	E89	
2. Public Safety			E62	E62	
(a) Police					
(b) Ambulance			E32	E32	
(c) Fire	F24		E24	E24	
3. Airport/Aviation center	F01		E01	E01	
4. Highway and streets	F44		E44	E44	
5. Toll Highways	F45		F45	F45	
6. Sanitation	F81		F81	F81	
7. Water distribution and treatment	F91		F91	F91	
8. Sewerage	F80		E80	E80	
9. Electric	F92		E92	E92	
10. Health	F32		E32	E32	
11. Welfare	F79		E79	E79	
12. Culture and recreation (Library)	F61		E61	E61	
13. Parking	F60		E60	E60	
14. Transit or bus system	F94		E94	E94	
15. Conservation	F59		E59	E59	
16. Redevelopment and housing	F50		E50	E50	
17. Economic development	F89		E89	E89	
18. Debt service			E23	E23	
19. Capital outlay - other	F89		F89	F89	
20. Interfund operating transfers out					
21. TOTAL EXPENDITURES	\$		\$	\$	\$
Remarks					

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

	Account No. (a)	Capital Projects (b)	Special Revenue (c)	Proprietary funds	
				Enterprise (d)	Internal service (e)
<b>A. ASSETS</b>					
<b>1. Current assets</b>					
(a) Cash and equivalents	1010		25,497		
(b) Investments (Library)	1030		6,600		
(c) Accounts receivable (Ambulance)	1150		4,532		
(d) Due from other governments	1260				
(e) Due from other funds	1310				
(f) Other - Specify -- <del>LC</del>					
<b>2. Fixed assets</b>					
(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 -- <del>LC</del>					
<b>3. TOTAL ASSETS</b> →		\$ -	\$ 36,629	\$ -	\$ -
<b>Remarks</b>					

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

B. LIABILITIES AND FUND EQUITY	Account No. (a)	Capital projects (b)	Special revenue (c)	Proprietary funds	
				Enterprise (d)	Internal service (e)
1. 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 other funds	2080		3,148		
(f) Deferred revenue	2220				
(g) Notes and bonds payable					
(h) Other - Specify --L					
(i) TOTAL LIABILITIES ----->		\$ -	\$ 3,148	\$ -	\$ -
2. Fund Equity/Capital					
(a) Reserve for encumbrances	2440				
(b) Reserve for special purposes	2490		33,481		
(c) Unreserved fund balance	2530				
(d) Municipal contributed capital	2610				
(e) Other contributed capital	2620				
(f) Retained earnings	2790				
(g) TOTAL FUND EQUITY ----->		\$ -	\$ 33,481	\$ -	\$ -
3. TOTAL LIABILITIES AND FUND EQUITY ----->		\$ -	\$ 36,629	\$ -	\$ -

**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 814,308
Sewers		M80
All other - County	4931	M89 423,441
All other - Towns	4199	M89
Payments made to State for:		
Highways	4319	L44 -
All other purposes (State Education Tax)	4199	L89 246,896

**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	29U 21,150	39U	49U 21,150
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
Z00
151,682

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

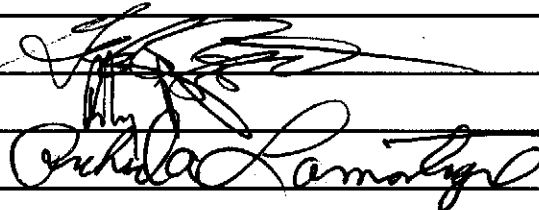
Report separately for each of the two types of funds listed below, the amount of cash on hand and on deposit and investments in Federal Government, Federal agency, State and local government, and non-governmental securities. Report all investments at market value. Exclude accounts receivable, value of 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 536,378

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 8/22/11

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) Crane & Bell, PLLC	Signature Crane & Bell, PLLC
Regular Office Hours 8-5, M-F	Email address kendra.bell@craneandbellcpas.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