

no CPA
FORM F-65(MS-5)
(1-13-2011)

RECEIVED

UFB \$456,756 2011

APR 11 2011

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8/16/11

NH DEPT OF REVENUE AD
STATE OF NEW HAMPSHIRE MUNICIPAL SERVICES
DEPARTMENT OF REVENUE ADMINISTRATION
MUNICIPAL SERVICES DIVISION

30 3 004 017 986
STEWARTSTOWN TOWN
CLERK
PO BOX 119
WEST STEWARTSTOWN, NH 03597



**ANNUAL CITY/TOWN
FINANCIAL REPORT**

(Please correct any error in name, address, and ZIP Code)

PLEASE
RETURN
COMPLETED
FORM TO

State of New Hampshire
Department of Revenue Administration
Municipal Services Division
PO 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

1. Revenue from taxes (Including state education)

a. Property taxes (commitment less overlay plus Section C, line 6, column (c), page 12)

Account No. (a)	Amount (b)
--------------------	---------------

3110	T01 \$ 1979047 ✓
------	---------------------

b. State and local taxes assessed for school districts \$ 1191519 ✓

4933	T01 8150
------	-------------

c. Land use change taxes – General Fund

3120	T01
------	-----

d. Land use change taxes – Conservation Fund

3121	T01
------	-----

e. Resident taxes

3180	T01
------	-----

f. Timber taxes

3185	T01 4067
------	-------------

g. Payments in lieu of taxes

3186	U99
------	-----

h. Other taxes (Explain on separate schedule)

3189	T01
------	-----

i. Interest and penalties on delinquent taxes

3190	T01 55833
------	--------------

j. Excavation Tax (@ \$.02 per cu. yd.)

3187	T99 364
------	------------

k. TOTAL (Excluding line 1b) → \$ 2047461

2. TOTAL revenues for education purposes
(This entry should be used by the few municipalities which have dependent school districts only)

\$

3. Revenue from licenses, permits, and fees

a. Business licenses and permits

3210	T28 2887
------	-------------

b. Motor vehicle permit fees

3220	T01 139924
------	---------------

c. Building permits

3230	T29
------	-----

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 licensing and permit taxes	3290	T29 855
e. TOTAL →		\$ 143666
4. Revenue from the federal government		B50
a. Housing and urban renewal (HUD)	3311	\$
b. Environmental protection	3312	B89
c. Other federal grants and reimbursements - <i>Specify</i> ↗	3319	B89
d. TOTAL →		\$ 0
5. Revenue from the State of New Hampshire		C30
a. Shared revenue block grant	3351	\$
b. Meals and rooms distribution	3352	C30 92754
c. Highway block grant	3353	C46 81822
d. Water pollution grants	3354	C89 21744
e. Housing and community development	3355	C50
f. State and federal forest land reimbursement	3356	C89 1728
g. Flood control reimbursement	3357	C89
h. Other state grants and reimbursements - <i>Specify</i> ↗	3359	C89
DIAMOND POND - 7.561/FIRE TRAINING - 333	3359	7894
i. TOTAL →		\$ 205942
6. Revenue from other governments		D89
Intergovernmental revenue - Other	3379	\$
7. Revenue from charges for services (Exclude interfund transfers)		A89
a. Income from departments	3401	\$
b. Water supply system charges	3402	A91
c. Sewer user charges	3403	A80 3768
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		A61
j. Cemeteries		A03
k. Toll highways		A45
l. Other charges	3409	A89
m. TOTAL →		\$ 3768

Part I GENERAL FUND (Continued)

A. REVENUES - Modified Accrual (Continued)

8. Revenue from miscellaneous sources

a. Special assessments

Account No.
(a)

Amount
(b)

3500

3501

3502

3503

3504

3506

3508

3509

b. Sale of municipal property

c. Interest on investments

d. Rents of property

e. Fines and forfeits

f. Insurance dividends and reimbursements

g. Contributions and donations

h. Other miscellaneous sources not otherwise classified

i. TOTAL

U01
\$

U11
200

U20
133

U40

U30
25

U99

U50

U99
4661

\$ 5019

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

f. Transfers from conservation fund

3917

g. TOTAL

\$ 0

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

\$ 0

11. TOTAL REVENUES FROM ALL SOURCES

\$ 2405856

12. TOTAL FUND EQUITY (Beginning of year)
(Should equal line B.2g, column b, page 9)

\$ 326940

13. TOTAL OF LINES 11 AND 12
(Should equal line 21, page 8)

\$ 2732796

Remarks

Part I GENERAL FUND (Continued)

B. EXPENDITURES - Modified Accrual	Account No.	Total expenditure (Includes col. c and d)	Equipment and land purchases	Construction
	(a)	(b)	(c)	(d)
1. General government				
a. Executive	4130	E29 \$ 33880	G29 \$	F29 \$
b. Election and registration	4140	E89 20582	G89	F89
c. Financial administration	4150	E23 17677	G23	F23
d. Revaluation of property	4152	E23 21494	G23	F23
e. Legal expense	4153	E25 319	G25	F25
f. Personnel administration	4155	E29 11227	G29	F29
g. Planning and zoning	4191	E29	G29	F29
h. General government building	4194	E31 11163	G31	F31
i. Cemeteries	4195	E03 9045	G03	F03
j. Insurance not otherwise allocated	4196	E89 22548	G89	F89
k. Advertising and regional association	4197	E89 1682	G89	F89
l. Other general government	4199	E89	G89	F89
m. TOTAL →		\$ 149617	\$ 0	\$ 0
2. Public safety				
a. Police	4210	E62 \$ 22060	G62 \$	F62 \$
b. Ambulance	4215	E32 30517	G32	F32
c. Fire	4220	E24 36387	G24	F24
d. Building inspection	4240	E66	G66	F66
e. Emergency management	4290	E89 798	G89	F89
f. Other public safety (including communications)	4299	E89 10497	G89	F89
g. TOTAL →		\$ 100259	\$ 0	\$ 0
3. Airport/Aviation center				
a. Administration	4301	\$	\$	\$
b. Airport operations	4302			
c. Other	4309			
d. TOTAL →		E01 \$ 0	G01 \$ 0	F01 \$ 0

Remarks

Part I GENERAL FUND (Continued)

B. EXPENDITURES - Modified Accrual (Continued)	Account No. (a)	Total expenditure (Includes col. c and d) (b)	Equipment and land purchases (c)	Construction (d)
4. Highways and streets				
a. Administration	4311	E44 \$	G44 \$	F44 \$
b. Highways and streets	4312	E44 306197	G44	F44
c. Bridges, railroad crossing	4313	E44	G44	F44
d. Street lighting	4316	E44 8055	G44	F44
e. Toll highways	4316	E45	G45	F45
f. Other highway, streets, and bridges	4319	E44	G44	F44
g. TOTAL →		\$ 314252	\$ 0	\$ 0
5. Sanitation		E80	G80	F80
a. Administration	4321	\$	\$	\$
b. Solid waste collection	4323	E81	G81	F81
c. Solid waste disposal	4324	E81 80390	G81	F81
d. Solid waste clean-up	4325	E81	G81	F81
e. Sewage collection and disposal	4326	E80 3624	G80	F80
f. Other sanitation	4329	E80	G80	F80
g. TOTAL →		\$ 84014	\$ 0	\$ 0
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 \$ 0	G91 \$ 0	F91 \$ 0
7. Electric				
a. Administration	4351	\$	\$	\$
b. Generation	4352			
c. Purchase costs	4353			
d. Equipment maintenance	4354			
e. Other electric	4359			
f. TOTAL →		E92 \$ 0	G92 \$ 0	F92 \$ 0

Part I GENERAL FUND (Continued)

B. EXPENDITURES – Modified Accrual (Continued)	Account No. (a)	Total expenditure (Includes col. c and d) (b)	Equipment and land purchases (c)	Construction (d)
8. Health				
a. Administration	4411	\$	\$	\$
b. Pest control	4414	71		
c. Health agencies and hospitals	4415	7200		
d. Other health	4419	225		
e. TOTAL →		E32 \$ 7496	G32 \$ 0	F32 \$ 0
9. TOTAL expenditures for education purposes <i>(This entry should be used by the few municipalities which have dependent school districts only)</i>				
		\$	\$	\$
10. Welfare				
a. Administration	4441	\$	\$	\$
b. Direct assistance	4442	J67 5089		
c. Intergovernmental welfare payments	4444	M79		
d. Vendor payments	4445	E75		
e. Other welfare	4449	E79	G79	F79
f. TOTAL →		\$ 5089	\$ 0	\$ 0
11. Culture and recreation				
a. Parks and recreation	4520	E61 \$ 775	G61 \$	F61 \$
b. Library	4550	E52 3206	G52	F52
c. Patriotic purposes	4583	E61 1792	G61	F61
d. Other culture and recreation	4589	E61 2100	G61	F61
e. TOTAL →		\$ 7873	\$ 0	\$ 0
12. Conservation				
a. Administration	4611	\$	\$	\$
b. Purchase of natural resources	4612			
c. Other conservation	4619			
d. TOTAL →		E59 \$ 0	G59 \$ 0	F59 \$ 0
13. Redevelopment and housing				
a. Administration	4631	\$	\$	\$
b. Redevelopment and housing	4632			
c. TOTAL →		E50 \$ 0	G50 \$ 0	F50 \$ 0

Part I GENERAL FUND (Continued)

B. EXPENDITURES - Modified Accrual (Continued)	Account No. (a)	Total expenditure (includes col. c and d) (b)	Equipment and land purchases (c)	Construction (d)
14. Economic development				
a. Administration	4651	\$	\$	\$
b. Economic development	4652			
c. Other economic development	4659			
d. TOTAL →		E89 \$ 0	G89 \$ 0	F89 \$ 0
15. Debt service				
a. Principal long term bonds and notes	4711	\$ 20639		
b. Interest on long term bonds and notes	4721	¹⁸⁹ 608		
c. Interest on tax and revenue anticipation notes	4723	¹⁸⁹ 9809		
d. Other debt service charges	4790	E23 1		
e. TOTAL →		\$ 31057		
16. Capital outlay (not reported above)				
a. Land and improvements	4901		G89 \$	F89
b. Machinery, vehicles, and equipment	4902		G89	
c. Buildings	4903			F89
d. Improvements other than buildings	4909			F89
e. TOTAL →			\$ 0	0
17. Interfund operating transfers out				
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			
e. Transfers to expendable trust funds	4916			
f. Transfers to nonexpendable trust funds	4918			
g. TOTAL →		\$ 0		
Cumulative Expenditure Totals from pages 4-7. →		\$ 699657	\$ 0	\$ 0

Remarks

Part III GENERAL FUND BALANCE SHEET

Modified Accrual

A. ASSETS	Account No.	Beginning of year	End of year
	(a)	(b)	(c)
1. Current assets			
a. Cash and equivalents	1010	\$ 334473	\$ 463956
b. Investments	1030		
c. Taxes receivable (From Section D, page 12)	1080	326707	295285
d. Tax liens receivable (From Section D, page 12)	1110	217250	247017
e. Accounts receivable	1150		
f. Due from other governments	1260		
g. Due from other funds	1310		14352
h. Other current assets	1400		
i. Tax deeded property (subject to resale)	1670		1632
j. TOTAL ASSETS (Should equal line B3) →		\$ 878430	\$ 1022242
B. LIABILITIES AND FUND EQUITY			
1. Current 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 school districts	2075	551490	551519 ✓
f. Due to other funds	2080		14352
g. Deferred revenue	2220		
h. Notes payable – Current	2230		
i. Bonds payable – Current	2250		
j. Other payables	2270		
k. TOTAL LIABILITIES →		\$ 551490	\$ 565871
2. Fund equity (Please detail on page 10)			
a. Assigned (formerly reserve for encumbrances)	2440	\$	\$
b. Committed (formerly reserve for continuing appopriations)	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	326940	456756
g. TOTAL FUND EQUITY →		\$ 326940	\$ 456756
3. TOTAL LIABILITIES AND FUND EQUITY (Should equal line A1) →		\$ 878430	\$ 1022627

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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)

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.		\$	\$	\$
2.				
3.				
4.				
5.				
6. SUBTOTAL (Sum of lines 1–5)		0	0	0
7. Remaining periods of debt				
8. TOTAL →		\$ 0	\$ 0	\$ 0

Part V GENERAL FUND (Continued)

B. AMORTIZATION OF LONG-TERM DEBT

Description (a)	Original obligation (b)	Purpose (c)	Annual installment (d)	Interest rate (e)	Date of final payment (f)	Bonds o/s at beginning of year (g)	Bonds issued this year (h)	Bonds retired this year (i)	Bonds o/s at end of year (j)
SEWER BOND	\$ 199950		\$ 20639	4.5	07/01/10	\$ 20629	\$ -	\$ 20639	\$ -
TOTAL →	\$ 199950					\$ 20629	\$ 0	\$ 20639	\$ 0

Remarks

Part VI RECONCILIATIONS

A. RECONCILIATION OF SCHOOL DISTRICT LIABILITY

1. School district liability at beginning of year
(Account number 2075, column b, on page 9)

\$ 551490

Amount
= prior year

2. ADD: School district assessment for current year

1191519

✓

3. TOTAL LIABILITY WITHIN CURRENT YEAR (Sum of lines 1 and 2)

1743009

4. SUBTRACT: Payments made to school district

< 1191490 >

5. School district liability at end of year (line 3 less line 4)
(Account number 2075, column c, on page 9)

551519

TDS

B. RECONCILIATION OF TAX ANTICIPATION NOTES

Amount

1. Short-term (TANS) debt at beginning of year

^{61V}
\$ 0

2. ADD: New issues during current year

510000

3. SUBTRACT: Issues retired during current year

< 510000 >

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}
0

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)*

✓ 9663

✓ 10357

20020

2. SUBTRACT: Abatements made (From tax collector's report)

< 1631 >

< 875 >

< 2506 >

3. SUBTRACT: Discounts

< - >

< - >

< - >

4. SUBTRACT: Refunds (Cash abatements)

< - >

< - >

< - >

5. ESTIMATED ALLOWANCE FOR ABATEMENTS AT END OF YEAR**

< - >

< - >

< - >

6. Excess of estimate (Add to revenue on page 1, line 1a)

8032

9482

17514

*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

\$ 295285

\$ 247017

\$ 542302

2. SUBTRACT: "Overlay" carried forward as Allowance for Abatements (from Worksheet C, line 5)

< - >

< - >

< - >

3. Receivable, end of year *

295285

247017

542302

* (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	A91	A91	A91	A91	
6. Revenue from charges for services					
(a) Water supply system charges	A80		A80 69847	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 X					
(1) DEEDED PROPERTIES			18924		
(2) POLICE CRUISER	A89		A89 3300	A89	
(3)	A89		A89	A89	
7. Revenue from miscellaneous sources	U20		U20 14	U20	
(a) Interest on investments					
(b) Other miscellaneous sources	U99		U99 735	U99	
8. Interfund operating transfers in					
Other financial sources	U99		U99 19330	U99	
10. TOTAL REVENUE AND OTHER SOURCES	\$ 0		\$ 112150	\$ 0	\$ 0

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	F62		E62	E62	
(a) Police					
(b) Ambulance					
(c) Fire	F24		E32	E32	
3. Airport/Aviation center	F01		E24	E24	
4. Highways and streets	F44		E01	E01	
5. Toll highways	F45		E44	E44	
6. Sanitation	F81		E45	E45	
7. Water distribution and treatment	F91		E81	E81	
8. Sewerage	F80		E91	E91	
9. Electric	F92		E80	E80	
10. Health	F32		E92	E92	
11. Welfare	F79		E32	E32	
12. Culture and recreation	F61		E79	E79	
13. Parking	F60		E61	E61	
14. Transit or bus system	F94		E60	E60	
15. Conservation	F59		E94	E94	
16. Redevelopment and housing	F50		E59	E59	
17. Economic development	F89		E50	E50	
18. Debt service			E89	E89	
19. Capital outlay - other	F89		E23	E23	
20. Interfund operating transfers out			F89	F89	
21. TOTAL EXPENDITURES	\$ 0		\$ 76367	\$ 0	\$ 0

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)
A. ASSETS					
1. Current assets					
(a) Cash and equivalents	1010	\$	\$	\$	\$
(b) Investments	1030				
(c) Accounts receivable	1150				
(d) Due from other governments	1260				
(e) Due from other funds	1310				
(f) Other - Specify \bar{x}					
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 \bar{x}					
3. TOTAL ASSETS \longrightarrow		\$ 0	\$ 0	\$ 0	\$ 0

Remarks

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)	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				
(f) Deferred revenue	2220				
(g) Notes and bonds payable					
(h) Other – Specify \checkmark					
(i) TOTAL LIABILITIES →		\$ 0	\$ 0	\$ 0	\$ 0
2. Fund equity/Capital					
(a) Assigned (formerly reserve for encumbrances)	2440	\$	\$		
(b) Assigned (formerly reserve for special purposes)	2490				
(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 →		0	0	0	0
3. TOTAL LIABILITIES AND FUND EQUITY →		\$ 0	\$ 0	\$ 0	\$ 0

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 <u>to other local governments</u> for:		M12
Schools		978360
Sewers		M80
All other – County	4931	M89 385338
All other – Towns	4199	M89
Payments made <u>to State</u> for:		L44
Highways	4319	
All other purposes	4199	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 20639	29U	39U 20639	49U 0
Interest on water debt	191			

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
200
100,051.35

D. CASH AND INVESTMENTS HELD AT END OF FISCAL YEAR

Report separately for each of the two types of funds listed below, the total 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 <i>Omit cents</i> (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

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
04/04/2011

Signatures of a majority of the governing body:

<i>Thomas D. Burrill</i>	Selectman
<i>Arthur H. Coats</i>	Selectman
<i>James Gilbert</i>	Selectman

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) RITA M. HIBBARD	Signature <i>Rita M Hibbard</i>
Regular office hours <i>Mon, Wed, Fri - 9-4 PM</i> <i>Tues - 9-2 PM Thurs - 9-6 PM</i>	Email address <i>ritahib@hotmail.com</i>

GENERAL INSTRUCTIONS

When completed, one copy should be returned 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

