

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.

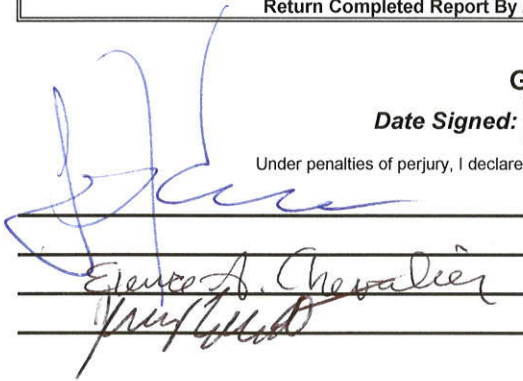
State of New Hampshire Department of Revenue Administration
Municipal Services Division
P.O. Box 487
Concord, NH 03302-0487
Telephone: (603) 230-5090

Return Completed Report 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 to the best of my belief, the information contained in this report is true, correct and complete.



James A. Chevalier

PREPARER

Under penalties of perjury, I declare that to the best of my belief, the information contained in this report 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.)

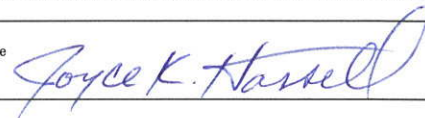
Preparer (Please print or type)

Joyce K Hassell

Regular Office Hours

M-F 09.00 - 17.00

Signature



Email address

joyciekh@aol.com

FOR DRA USE ONLY

RECEIVED

NOV 21 2012

MUN.

MUNICIPAL SERVICES DIVISION
P.O. BOX 487, CONCORD, NH 03302-0487
(603)230-5090

1	2	3	4	5
Acct. #	EXPENDITURE	Voted Appropriations Final MS-2	Other Authorizations* Explain Below	Actual Expenditures
GENERAL GOVERNMENT TOTAL = show detail below				
4130-4139	Executive	6,500		4,334
4140-4149	Election, Reg. & Vital Statistics	0		195
4150-4151	Financial Administration	7,000		2,455
4152	Property Assessment	6,000		4,974
4153	Legal Expense	2,000		83
4155-4159	Personnel Administration	1,200		1,255
4191-4193	Planning & Zoning	200		0
4194	General Government Buildings	5,000	13,000	15,882
4195	Cemeteries	1,500	1,200	1,132
4196	Insurance	2,500		500
4197	Advertising & Regional Assoc.	2,000		2,895
4199	Other General Government	0		10,702
PUBLIC SAFETY TOTAL = show detail below				
4210-4214	Police	5,600		0
4215-4219	Ambulance	3,500		3,013
4220-4229	Fire	10,000		2,000
4240-4249	Building Inspection	0		0
4290-4298	Emergency Management	0		0
4299	Other (Incl. Communications)	2,300		1,596
AIRPORT/AVIATION CENTER TOTAL = show detail below				
4301-4309	Airport Operations	0		0
HIGHWAYS & STREETS TOTAL = show detail below				
4311	Administration	0		0
4312	Highways & Streets	67,500		64,860
4313	Bridges	0		0
4316	Street Lighting	250		291
4319	Other	2,750		0
SANITATION TOTAL = show detail below				
4321	Administration	0		0
4323	Solid Waste Collection	0		0
4324	Solid Waste Disposal	0		0
4325	Solid Waste Facility Clean-up	0		0
4326-4329	Sewage Coll. & Disposal & Other	0		0
<i>Page Sub-Totals</i>		125,800	14,200	116,166

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)
4194	DRA Adjustment WA#4/7
4195	DRA Adjustment WA# 8

1	2	3	4	5
Acct. #	EXPENDITURE	Voted Appropriations Final MS-2	Other Authorizations* Explain Below	Actual Expenditures
WATER DISTRIBUTION & TREATMENT =				
<i>show detail below</i>				
4331	Administration	0		0
4332	Water Services	0		0
4335-4339	Water Treatment, Conserv. & Other	0		0
ELECTRIC =				
<i>show detail below</i>				
4351-4352	Admin. and Generation	0		0
4353	Purchase Costs	0		0
4354	Electric Equipment Maintenance	0		0
4359	Other Electric Costs	0		0
HEALTH =				
<i>show detail below</i>				
4411	Administration	0		0
4414	Pest Control	1,500		276
4415-4419	Health Agencies & Hosp. & Other	0		0
WELFARE =				
<i>show detail below</i>				
4441-4442	Administration & Direct Assist.	2,700		930
4444	Intergovernmental Welfare Pymts	0		0
4445-4449	Vendor Payments & Other	0		800
CULTURE & RECREATION =				
<i>show detail below</i>				
4520-4529	Parks & Recreation	0		0
4550-4559	Library	0		0
4583	Patriotic Purposes	0		0
4589	Other Culture & Recreation	0		0
CONSERVATION =				
<i>show detail below</i>				
4611-4612	Admin. & Purch. of Nat. Resources	0		0
4619	Other Conservation	0		0
		0		0
4631-4632	Redevelopment and Housing	0		0
4651-4659	Economic Development	0		0
DEBT SERVICE =				
<i>show detail below</i>				
4711	Princ.- Long Term Bonds & Notes	0		0
4721	Interest-Long Term Bonds & Notes	0		0
4723	Int. on Tax Anticipation Notes	500		0
4790-4799	Other Debt Service	0		0
<i>Page Sub-Totals</i>		4,700	0	2,007

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
CAPITAL OUTLAY				
show detail below				
4901	Land	0		0
4902	Machinery, Vehicles & Equipment	0		0
4903	Buildings	0		0
4909	Improvements Other Than Bldgs.	0		0
OPERATING TRANSFERS OUT				
show detail below				
4912	To Special Revenue Fund	0		0
4913	To Capital Projects Fund			
4914	To Enterprise Fund	0		0
	- Sewer	0		0
	- Water	0		0
	- Electric	0		0
	- Airport	0		0
4915	To Capital Reserve Fund	0	10,100	10,100
4916	To Expend. Trust Fund - not #4917	0		0
4917	To Health Maint. Trust Funds	0		0
4918	To Nonexpendable Trust Funds	0		0
4919	To Fiduciary Funds	0		0
	<i>Page Sub-Totals</i>	0	10,100	10,100
	<i>Total Local Expenditure Sub-Totals</i>	130,500	24,300	128,272
PAYMENTS TO OTHER GOVERNMENTS				
4931	Taxes Assessed for County			42,697
4932	Taxes Assessed for Village Dist.			
4933	Taxes Assessed for Local Educ.			300,003
4934	Taxes Assessed for State Educ.			62,436
4939	Payments to Other Governments			
	Less Proprietary Funds, Special Revenue Funds, or Capital Project Funds			
TOTAL GENERAL FUND EXPENDITURES		130,500	24,300	533,408

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)
4915	CRF for Roads WA#5
4915	CRF for Benton Fire Trust WA #6

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 Page 10 for revolving funds and the municipality's audited financials for more information on proprietary funds, special revenue funds, or capital project funds.

			Benton	
			2011	Reporting Year
			n/a	Op FY Reporting Year
1	2	3	4	
Acct. #	SOURCE OF REVENUE	Estimated Revenues Used to Set Tax Rate	Actual Revenues	
TAXES				
3110	Property Taxes (commitment less overlay)		366,394	
3120	Land Use Change Taxes - General Fund	0	0	
3121	Land Use Change Taxes - Conservation Fund	0	0	
3180	Resident Taxes	0	0	
3185	Yield Taxes	1,200	1,389	
3186	Payment in Lieu of Taxes	57,309	57,309	
3187	Excavation Tax (\$.02 cents per cu yd)	0	0	
3189	Other Taxes	0	0	
3190	Interest & Penalties on Delinquent Taxes	2,000	3,117	
	Inventory Penalties	300	0	
LICENSES, PERMITS & FEES				
3210	Business Licenses & Permits	0	0	
3220	Motor Vehicle Permit Fees	50,000	48,992	
3230	Building Permits	300	275	
3290	Other Licenses, Permits & Fees	600	562	
3311-3319	From Federal Government	0	6,813	
FROM STATE				
3351	Shared Revenues	0	0	
3352	Meals & Rooms Tax Distribution	16,250	16,250	
3353	Highway Block Grant	14,089	14,089	
3354	Water Pollution Grant	0	0	
3355	Housing & Community Development	0	0	
3356	State & Federal Forest Land Reimbursement	0	0	
3357	Flood Control Reimbursement	0	0	
3359	Other (Including Railroad Tax)	0	0	
3379	From Other Governments	0	0	
CHARGES FOR SERVICES				
3401-3406	Income from Departments	0	0	
3409	Other Charges	0	0	
MISCELLANEOUS REVENUES				
3501	Sale of Municipal Property	0	0	
3502	Interest on Investments	300	367	
3503-3509	Other	0	0	
INTERFUND OPERATING TRANSFERS IN				
3912	From Special Revenue Funds	0	0	
3913	From Capital Projects Funds	0	0	
3914	From Enterprise Funds	0	0	
	Sewer - (Offset)	0	0	
	Water - (Offset)	0	0	
	Electric - (Offset)	0	0	
	Airport - (Offset)	0	0	
3915	From Capital Reserve Funds	0	0	
3916	From Trust & Fiduciary Funds	0	0	
3917	Transfers from Conservation Fund	0	0	
OTHER FINANCING SOURCES				
3934	Proceeds from Long Term Bonds & Notes	0	0	
Less Proprietary Funds, Special Revenue Funds, or Capital Project Funds				
TOTAL GENERAL FUND REVENUE		142,348	515,557	

NOTE: NH law requires all municipalities to gross appropriate. Full disclosure of those appropriations and offsetting revenues are required on this report. Those revenues 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, special revenue funds, or capital project funds. Also see supplemental schedule on page 10.

General Fund Balance Sheet for Town/City of		Benton	2011
or Optional Reporting Year = n/a			
A. ASSETS	Acct. #	Beginning of Year	End of year
Current assets	(a)	(b)	(c)
a. Cash and equivalents	1010	331,685	215,205
b. Investments	1030		
c. Restricted Assets			
d. Taxes receivable	1080	37,748	
e. Tax liens receivable	1110	6,403	
f. Accounts receivable	1150		
g. Due from other governments	1260		
h. Due from other funds	1310		
i. Other current assets	1400		
j. Tax deeded property (subject to resale)	1670		
TOTAL ASSETS		375,836	215,205
B. LIABILITIES AND FUND EQUITY	Acct. #	Beginning of Year	End of year
Current liabilities	(a)	(b)	(c)
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	243,703	94,770
f. Due to other funds	2080		
g. Deferred revenue	2220		
h. Notes payable - Current	2230		
i. Bonds payable - Current	2250		
j. Other payables	2270		
TOTAL CURRENT LIABILITIES		243,703	94,770
Fund equity *			
a. Nonspendable Fund Balance	2440		
b. Restricted Fund Balance	2450		
c. Committed Fund Balance	2460		
d. Assigned Fund Balance	2490		
e. Unassigned Fund Balance	2530	132,133	120,235
TOTAL FUND EQUITY		132,133	120,235
3. TOTAL LIABILITIES AND FUND EQUITY		375,836	215,005

JD
11/14/12

*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, special revenue, or capital project funds.

MS-5	RECONCILIATION (to assist in balance sheet preparation)			
A. GENERAL FUND BALANCE SHEET RECONCILIATION				
	Total Revenues From Page 5	515,557		
	Less Expenditures From Page 4	533,408		
	Increase (decrease)	(17851)		
	Ending Fund Equity From Balance Sheet	120,235		These cells should be equal
	Less Beginning Fund Equity From Balance Sheet	132,133		
	Increase (decrease)	(11898)		
B. RECONCILIATION OF SCHOOL DISTRICT LIABILITY ACCT. #2075		Amount		
	1. School district liability at beg. of year (From balance sheet Acct # 2075, column b)		243,703	
	2. ADD: School district assessment for current year		300,003	362,439
	3. TOTAL LIABILITY WITHIN CURRENT YEAR (Sum of lines 1 and 2)		543,706	
	4. SUBTRACT: Payments made to school district	<	448,936	>
	(To balance sheet Acct # 2075, column c)		94,770	
C. RECONCILIATION OF TAX ANTICIPATION NOTES		Amount		
	1. Short-term (TANS) debt at beginning of year	\$	10,000	
	2. ADD: New issues during current year		50,000	
	3. SUBTRACT: Issues retired during current year	<	20,000	>
	4. Short-term (TANS) debt outstanding at end of year (Lines 1 + 2 - 3) (To balance sheet in Acct # 2230, column c)		40,000	
SAMPLE FIGURES USED FOR ILLUSTRATION. USE THE MUNICIPALITY'S ACTUAL FIGURES				

MS-5 **OPTIONAL RECONCILIATION** (to assist in balance sheet preparation)

A. USE OF OVERLAY & ALLOWANCE FOR UNCOLLECTIBLES/ABATEMENTS	Year of this report	For Prior Levy	TOTAL
	(a)	(b)	(c)
1. Overlay/Allowance for Uncollectibles/Abatements (Beginning of year) *	2,067		2,067
2. SUBTRACT: Abatements made (From pgs. 2-3 of tax collector's report)			-
3. SUBTRACT: Discounts (From pg. 2 of tax collector's report)			-
4. SUBTRACT: Refunds (Cash abatements - from treasurer or bookkeeper)	66		(66)
5. ESTIMATED ALLOWANCE FOR ABATEMENTS AT END OF YEAR ** (These amounts should be carried down to Section B, line 2)			-
6. Excess of estimate (Add to revenue on page 5)	2,001	-	2,001
<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 (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. TAXES/LIENS RECEIVABLE WORKSHEET	Acct. #1080	Acct. #1110	TOTALS
<i>(From pgs. 2-3 of tax collector's report) ></i>	Taxes	Liens	
	(a)	(b)	(c)
1. Uncollected, end of year	87,414		87,414
2. SUBTRACT: "Overlay" carried forward as Allowance for Abatements (from Section A above, line 5)	↓ -	↓ -	↓ -
3. Receivable, end of year (To Balance Sheet Acct. #1080 and 1110, column c)	87,414	-	87,414

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

AMORTIZATION OF LONG-TERM DEBT (including proprietary and capital project funds)									
(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
	\$		\$			\$	\$	\$	\$
TOTAL									

Remarks

INSTRUCTIONS

INSTRUCTIONS FOR THE NEW MS-5 FINANCIAL REPORT OF THE TOWN OR CITY BUDGET	
The MS-5 is to be used by every NH town or city to report the year end financial status of the budget.	
The report is to be completed at the end of the reporting year and submitted to the NH Department of Revenue Administration (DRA) pursuant to RSA 21-J:34, V.	
PAGE 1 COVER SHEET	
Cell C5	Enter the Town or City Name.
Cell C7	Enter year of the report if a calendar fiscal year end. Example: 2012
Cell C9	Enter year of the report optional fiscal year end. Example: 06/30/12.
Cell C12	ENTER "YES" IF THE TOWN/CITY ACCOUNTS FOR SOME EXPENDITURES AS PROPRIETARY FUNDS OR CAPITAL PROJECT FUNDS
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 later removed from this report for purposes of general fund balance sheet disclosure. See the municipality's audited financials for more information on proprietary funds, special revenue funds, or capital project funds.	
NOTE:	
The governing body and preparer must sign in ink, date, and mail the report to DRA at the address on the cover by April 1 after a calendar reporting year and by Sept. 1 for optional reporting year.	
PAGES 2-4 EXPENDITURES OF THE BUDGET	
Column 3	Enter gross appropriations as voted at the prior year's annual and any special meetings and as approved by DRA on the MS-2. In the future, DRA will pre-populate this column.
Column 4	Enter expenditure authorizations in addition to amounts in column 3 and detail in the box at the bottom of the page. Examples: Emergency expenditures under RSA 32:11; grant expenditures under RSA 31:95-b; additional expenditures from capital reserve or trust by agents.
Column 5	Enter actual expenditures (includes amounts in column 4). (Proprietary funds, special revenue, and capital project funds are to be netted out for this report, generally in acct.#4914 or #4912). Expenditures for "PAYMENTS TO OTHER GOVERNMENTS" on page 4 are as set in tax rates.
Box on Bottom of Page	Provide detail for amounts in column 4.
PAGE 5 REVENUES	
Column 3	Enter estimated revenues from reporting year MS-4 used to set the tax rate.
Column 4	Enter revenues attributable to the reporting year. Proprietary funds, special revenue, and capital project funds are to be netted out for this report at the bottom of the column. In the first row, acct. #3110, add property tax amount from tax collector's warrant, less overlay plus any amount of overlay not reserved.
	Enter general fund revenue amounts in the last row.
PAGE 6 GENERAL FUND BALANCE SHEET	
Column (b)	Enter Beginning of the Year amounts using prior year's End of Year amounts or as adjusted by your auditors.
Column (c)	Enter End of Year amounts from your records or as adjusted by your auditors.
	See Pages 7-8 for reconciliation worksheets to calculate amounts.
To be GASB 54 compliant, the fund balance classifications have changed. See the next worksheet tab for further explanation.	
PAGE 7 RECONCILIATION WORKSHEET	
<i>The cells have sample data for illustration.</i>	
Section A	This section illustrates how revenues and expenditures flow through to fund balance.
Section B	Enter amounts to determine end of year school district liability, or call your SAU for year end amounts.
Section C	Enter amounts to determine end of year TAN liability amount.
PAGE 8 OPTIONAL RECONCILIATION WORKSHEET	
<i>The cells have sample data for illustration.</i>	
Section A	Enter amounts and confer with assessors for amount on line 5 to determine estimated Allowance for Uncollectibles/Abatements.
Section B	Enter year end uncollected amounts from tax collector's report, MS-61, and subtract estimated Allowance for Uncollectibles/Abatements from Section C.
PAGE 9 AMORTIZATION OF LONG-TERM DEBT	
Enter long-term debt information.	
PAGE 10 Supplemental Schedule	
Provide schedule of revenues, expenditures, and balances of all revolving funds established under RSA 31:95-d.	

AS PREVIOUSLY CLASSIFIED IN PRIOR YEARS

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

AS REQUIRED UNDER GASB 54

a. Nonspendable Fund Balance	2440
b. Restricted Fund Balance	2450
c. Committed Fund Balance	2460
d. Assigned Fund Balance	2490
e. Unassigned Fund Balance	2530

- = Non-cash items such as inventories or prepaid items.
- = Funds legally restricted, such as a grant or library funds.
- = Can only be used for a specific voted purpose, like a special warrant
- = Intended for specific purpose such as an encumbrance.
- = Spendable fund balance (formerly called unreserved or surplus)

article.