

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 Form 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 I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

[Handwritten Signature]
[Handwritten Signature] 6-11-12

[Handwritten Signature]

PREPARER	
<small>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.)</small>	
Preparer (Please print or type) Roberts & Greene, PLLC	Signature <i>Robert A. Greene, PLLC</i>
Regular Office Hours M-F 8:00-4:00	Email address troberts@roberts-greene.com

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JUN 14 2012

NH DEPT OF REV ADMIN
MUNICIPAL SERVICES

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	200,585	3,770	184,583
4140-4149	Election, Reg. & Vital Statistics	105,735		95,734
4150-4151	Financial Administration	185,960		173,760
4152	Property Assessment	39,000		36,426
4163	Legal Expense	40,590		49,739
4155-4159	Personnel Administration	250		768
4191-4193	Planning & Zoning	17,750		10,115
4194	General Government Buildings	151,900	(12,000)	142,817
4195	Cemeteries	6,000		5,661
4196	Insurance	66,000		69,875
4197	Advertising & Regional Assoc.	0		
4199	Other General Government	0		
PUBLIC SAFETY TOTAL =				
show detail below				
4210-4214	Police	1,402,935	(6,000)	1,449,453
4215-4219	Ambulance	165,965		151,703
4220-4229	Fire	520,528	5,247	454,512
4240-4249	Building Inspection	209,455		200,409
4290-4298	Emergency Management	0		
4299	Other (Incl. Communications)	0		
AIRPORT/AVIATION CENTER TOTAL =				
show detail below				
4301-4309	Airport Operations	0		
HIGHWAYS & STREETS TOTAL =				
show detail below				
4311	Administration	0		
4312	Highways & Streets	743,530	32,290	714,442
4313	Bridges	0		
4316	Street Lighting	21,500		24,637
4319	Other	0		
SANITATION TOTAL =				
show detail below				
4321	Administration	0		
4323	Solid Waste Collection	172,240		142,038
4324	Solid Waste Disposal	156,500		159,448
4325	Solid Waste Facility Clean-up	0		
4326-4329	Sewage Coll. & Disposal & Other	0		
Page Sub-Totals		4,266,423	23,307	4,066,120

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)
4130-4139	encumbrance
4220-4229	encumbrance
4312	encumbrance
4210-4214	budgetary transfer
4194	budgetary transfer

1	2	3	4	5
Acct. #	EXPENDITURE	Voted Appropriations Final MS-2	Other Authorizations* Explain Below	Actual Expenditures
WATER DISTRIBUTION & TREATMENT = show detail below				
4331	Administration	0		
4332	Water Services	0		
4335-4339	Water Treatment, Conserv. & Other	0		
ELECTRIC = show detail below				
4351-4352	Admin. and Generation	0		
4353	Purchase Costs	0		
4354	Electric Equipment Maintenance	0		
4359	Other Electric Costs	0		
HEALTH = show detail below				
4411	Administration	0		
4414	Pest Control	6,340		11,114
4415-4419	Health Agencies & Hosp. & Other	13,138		13,083
WELFARE = show detail below				
4441-4442	Administration & Direct Assist.	15,550		7,742
4444	Intergovernmental Welfare Pymts	0		
4445-4449	Vendor Payments & Other	0		
CULTURE & RECREATION = show detail below				
4520-4529	Parks & Recreation	74,320	1,925	69,643
4550-4559	Library	163,440	(163,440)	
4583	Patriotic Purposes	1,500		1,462
4589	Other Culture & Recreation	0		
CONSERVATION = show detail below				
4611-4612	Admin. & Purch. of Nat. Resources	2,000		0
4618	Other Conservation	0		
4631-4632	Redevelopment and Housing	0		
4651-4659	Economic Development	1,000	2,000	0
DEBT SERVICE = show detail below				
4711	Princ. - Long Term Bonds & Notes	138,120		138,116
4721	Interest-Long Term Bonds & Notes	18,660		18,634
4723	Int. on Tax Anticipation Notes	0		
4790-4799	Other Debt Service	0		
Page Sub-Totals		484,068	(159,515)	259,794

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust; transfers)
4550-4559	transfer
4651-4659	encumbrance
4520-4529	encumbrance

Financial Report of the Budget - Town/City of Epping

Reporting Year = 2011 OP FY Reporting Year = n/a

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		
4902	Machinery, Vehicles & Equipment	168,192	6,000	92,698
4903	Buildings	180,000	12,000	263,020
4909	Improvements Other Than Bldgs.	0		
OPERATING TRANSFERS OUT show detail below				
4912	To Special Revenue Fund	0	163,440	163,440
4913	To Capital Projects Fund	0		
4914	To Enterprise Fund	0		
	- Sewer	586,035		
	- Water	285,675		
	- Electric	0		
	- Airport	0		
4915	To Capital Reserve Fund	10,000		10,000
4916	To Expend. Trust Fund - not #4917	15,000		15,000
4917	To Health Maint. Trust Funds	0		
4918	To Nonexpendable Trust Funds	0		
4919	To Fiduciary Funds	0		
	<i>Page Sub-Totals</i>	<i>1,244,902</i>	<i>181,440</i>	<i>644,168</i>
	<i>Total Local Expenditure Sub-Totals</i>	<i>6,885,593</i>	<i>45,232</i>	<i>4,870,072</i>
PAYMENTS TO OTHER GOVERNMENTS				
4931	Taxes Assessed for County	639,857		639,857
4932	Taxes Assessed for Village Dist.			
4933	Taxes Assessed for Local Educ.	10,104,118		10,104,118
4934	Taxes Assessed for State Educ.	1,436,032		1,436,032
4939	Payments to Other Governments			
Less Proprietary Funds or Capital Project Funds		871,710		
EXPENDITURE		17,193,690	45,232	17,050,079

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust. transfers)
4912	transfer
4903	budgetary transfer

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 the municipality's audited financials for more information on proprietary funds or capital project funds.

			Epping	
			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)	14,777,915	14,864,798	
3120	Land Use Change Taxes - General Fund	55,000	79,550	
3121	Land Use Change Taxes - Conservation Fund			
3180	Resident Taxes	0		
3185	Timber Taxes	6,000	6,506	
3186	Payment In Lieu of Taxes	0		
3187	Excavation Tax (\$.02 cents per cu yd)	0		
3189	Other Taxes	0		
3190	Interest & Penalties on Delinquent Taxes	164,300	167,978	
	Inventory Penalties	0		
	LICENSES, PERMITS & FEES			
3210	Business Licenses & Permits	2,100	1,905	
3220	Motor Vehicle Permit Fees	944,000	944,518	
3230	Building Permits	81,500	93,321	
3290	Other Licenses, Permits & Fees	8,600	10,083	
3311-3319	From Federal Government	0		
	FROM STATE			
3351	Shared Revenues	0		
3352	Meals & Rooms Tax Distribution	286,389	286,389	
3353	Highway Block Grant	187,418	182,427	
3354	Water Pollution Grant	0		
3355	Housing & Community Development	0		
3356	State & Federal Forest Land Reimbursement	0		
3357	Flood Control Reimbursement	0		
3359	Other (including Railroad Tax)	12,391	13,900	
3379	From Other Governments	0	4,719	
	CHARGES FOR SERVICES			
3401-3406	Income from Departments	152,775	195,776	
3409	Other Charges	5,000	5,000	
	MISCELLANEOUS REVENUES			
3501	Sale of Municipal Property	158,500	85,615	
3502	Interest on Investments	5,000	5,120	
3503-3509	Other	37,610	40,494	
	INTERFUND OPERATING TRANSFERS IN			
3912	From Special Revenue Funds	174,192	165,422	
3913	From Capital Projects Funds	0		
3914	From Enterprise Funds	0		
	Sewer - (Offset)	586,035		
	Water - (Offset)	285,675		
	Electric - (Offset)	0		
	Airport - (Offset)	0		
3915	From Capital Reserve Funds	0		
3916	From Trust & Fiduciary Funds	0		
3917	Transfers from Conservation Fund	0		
	OTHER FINANCING SOURCES			
3934	Proceeds from Long Term Bonds & Notes	0		
	Less Proprietary Funds or Capital Project Funds	871,710		
	TOTAL GENERAL FUND REVENUE	17,058,690	17,153,521	

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 or capital project funds.

General Fund Balance Sheet for Town/City of Epping 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	4,698,084	5,301,626
b. Investments	1030	215,918	
c. Restricted Assets			
d. Taxes receivable (See Section D, page 7)	1080	1,099,094	1,010,914
e. Tax liens receivable (See Section D, page 7)	1110	584,784	602,248
f. Accounts receivable	1150	12,698	10,499
g. Due from other governments	1260		
h. Due from other funds	1310	10,866	7,944
i. Other current assets	1400	14,435	16,735
j. Tax deeded property (subject to resale)	1670	194,304	118,433
TOTAL ASSETS		6,830,183	7,068,399
LIABILITIES AND FUND EQUITY			
Current Liabilities			
a. Warrants and accounts payable	2020	31,583	109,431
b. Compensated absences payable	2030		
c. Contracts payable	2050		
d. Due to other governments	2070		
e. Due to school districts	2075	5,485,694	5,540,150
f. Due to other funds	2080	932	2,811
g. Deferred revenue	2220	5,581	1,380
h. Notes payable - Current	2230		
i. Bonds payable - Current	2250		
j. Other payables	2270	50,167	54,959
TOTAL CURRENT LIABILITIES		5,573,957	5,708,731
FUND EQUITY			
a. Nonspendable Fund Balance	2440	194,304	118,433
b. Restricted Fund Balance	2450		
c. Committed Fund Balance	2460		
d. Assigned Fund Balance	2490	45,232	58,606
e. Unassigned Fund Balance	2530	1,016,690	1,182,629
TOTAL FUND EQUITY		1,256,226	1,359,668
TOTAL LIABILITIES AND FUND EQUITY		6,830,183	7,068,399

Note: to be GASB 54 compliant the fund balance classifications have changed. See attached 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 or capital project funds.

MS-5	RECONCILIATION (to assist in balance sheet preparation)		
A. GENERAL FUND BALANCE SHEET RECONCILIATION			
	Total Revenues From Page 5	17,153,521	
	Less Expenditures From Page 4	17,050,079	
	Increase (decrease)	103442	
	Ending Fund Equity From Balance Sheet	1,359,668	These cells should be equal
	Less Beginning Fund Equity From Balance Sheet	1,256,226	
	Increase (decrease)	103442	
B. RECONCILIATION OF SCHOOL DISTRICT LIABILITY ACCT. #2075			
			Amount
	1. School district liability at beg. of year (From balance sheet Acct # 2075, column b)	5,485,894	
	2. ADD: School district assessment for current year	11,540,150	
	3. TOTAL LIABILITY WITHIN CURRENT YEAR (Sum of lines 1 and 2)	17,025,844	
	4. SUBTRACT: Payments made to school district	< 11,485,894 >	
	(To balance sheet Acct # 2075, column c)	5,540,150	
C. RECONCILIATION OF TAX ANTICIPATION NOTES			
			Amount
	1. Short-term (TANS) debt at beginning of year	\$ -	
	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) (To balance sheet in Acct # 2230, column c)	-	
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) *	61,613	38,387	100,000
2. SUBTRACT: Abatements made (From pgs. 2-3 of tax collector's report)	35,695	25,716	(61,411)
3. SUBTRACT: Discounts (From pg. 2 of tax collector's report)			-
4. SUBTRACT: Refunds (Cash abatements - from treasurer or bookkeeper)	-	-	-
5. ESTIMATED ALLOWANCE FOR ABATEMENTS AT END OF YEAR ** (These amounts should be carried down to Section B, line 2)	30,000	-	30,000
6. Excess of estimate (Add to revenue on page 5)	(4,082)	12,671	8,589
<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
	Taxes	Liens	
	(a)	(b)	(c)
1. Uncollected, end of year	1,040,914	602,248	1,643,162
2. SUBTRACT: "Overlay" carried forward as Allowance for Abatements (from Section A above, line 5)	↓ 30,000	↓ -	↓ 30,000
3. Receivable, end of year (To Balance Sheet Acct. #1080 and 1110, column c)	1,010,914	602,248	1,613,162

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

