

PDF 9/13/12

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9/7/12

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

William V. Straght
Nancy A. Carter
P. E. ...

PREPARER	
Under penalties of perjury, I declare that I have examined the information contained in this report 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) Elizabeth A. McClain	Signature <i>Elizabeth A. McClain</i>
Regular Office Hours M-F 8:30 a.m. - 5:00 p.m.	Email address betsy.mcclain@hanovernh.org

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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 =				
<i>show detail below</i>				
4130-4139	Executive	214,181	0	255,544
4140-4149	Election, Reg. & Vital Statistics	94,227	0	96,110
4150-4151	Financial Administration	170,169	0	266,810
4152	Property Assessment	0	0	0
4153	Legal Expense	56,134	0	35,670
4155-4159	Personnel Administration	2,820,565	0	2,571,951
4191-4193	Planning & Zoning	433,474	0	416,550
4194	General Government Buildings	507,180	0	591,700
4195	Cemeteries	14,450	0	19,086
4196	Insurance	91,716	0	92,429
4197	Advertising & Regional Assoc.	0	0	0
4199	Other General Government	153,685	0	139,345
PUBLIC SAFETY TOTAL =				
<i>show detail below</i>				
4210-4214	Police	1,555,863	0	1,696,615
4215-4219	Ambulance	609,592	0	600,360
4220-4229	Fire	2,889,655	0	2,873,345
4240-4249	Building Inspection	0	0	0
4290-4298	Emergency Management	0	0	0
4299	Other (Incl. Communications)	1,768,982	0	1,619,293
AIRPORT/AVIATION CENTER TOTAL =				
<i>show detail below</i>				
4301-4309	Airport Operations	0	0	0
HIGHWAYS & STREETS TOTAL =				
<i>show detail below</i>				
4311	Administration	139,675	0	143,836
4312	Highways & Streets	3,044,343	0	2,504,639
4313	Bridges	8,601	0	21,605
4316	Street Lighting	79,000	0	94,004
4319	Other	0	0	0
SANITATION TOTAL =				
<i>show detail below</i>				
4321	Administration	0	0	0
4323	Solid Waste Collection	136,233	0	140,633
4324	Solid Waste Disposal	31,620	0	32,143
4325	Solid Waste Facility Clean-up	0	0	0
4326-4329	Sewage Coll. & Disposal & Other	1,606,730	0	1,615,497
Page Sub-Totals		16,426,075	0	15,827,164

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
WATER DISTRIBUTION & TREATMENT - show detail below				
4331	Administration	0	0	0
4332	Water Services	0	0	0
4335-4339	Water Treatment, Conserv. & Other	631,646	0	487,898
ELECTRIC - show detail below				
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 - show detail below				
4411	Administration	4,000	0	3,796
4414	Pest Control	3,000	0	2,025
4415-4419	Health Agencies & Hosp. & Other	188,207	0	178,490
WELFARE - show detail below				
4441-4442	Administration & Direct Assist.	20,100	0	8,618
4444	Intergovernmental Welfare Pymts	0	0	0
4445-4449	Vendor Payments & Other	76,610	0	76,610
CULTURE & RECREATION - show detail below				
4520-4529	Parks & Recreation	734,293	0	748,467
4550-4559	Library	964,120	0	995,420
4583	Patriotic Purposes	0	0	0
4589	Other Culture & Recreation	0	0	0
CONSERVATION - show detail below				
4611-4612	Admin. & Purch. of Nat. Resources	5,700	0	5,142
4619	Other Conservation	0	0	0
			0	
4631-4632	Redevelopment and Housing	1,500	0	176
4651-4659	Economic Development	25,000	0	20,587
DEBT SERVICE - show detail below				
4711	Princ.- Long Term Bonds & Notes	1,086,187	0	1,050,672
4721	Interest-Long Term Bonds & Notes	633,296	0	622,231
4723	Int. on Tax Anticipation Notes	0	0	0
4790-4799	Other Debt Service	0	0	0
Page Sub-Totals		4,373,659	0	4,200,132

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 <i>Show Detail Below</i>				
4901	Land	208,000	0	209,025
4902	Machinery, Vehicles & Equipment	1,031,468	0	577,257
4903	Buildings	86,300	0	83,813
4909	Improvements Other Than Bldgs.	202,100	0	211,000
4912	To Special Revenue Fund	49,000	0	0
4913	To Capital Projects Fund	0	0	0
4914	To Enterprise Fund		0	0
	- Sewer	0	0	0
	- Water	0	0	0
	- Electric	0	0	0
	- Airport	0	0	0
4915	To Capital Reserve Fund	867,275	0	823,475
4916	To Expend. Trust Fund - not #4917	100	0	5,517
4917	To Health Maint. Trust Funds	0	0	0
4918	To Nonexpendable Trust Funds	0	0	0
4919	To Fiduciary Funds	0	0	0
	<i>Page Sub-Totals</i>	<i>2,444,243</i>	<i>0</i>	<i>1,910,087</i>
	<i>Total Local Expenditure Sub-Totals</i>	<i>23,243,977</i>	<i>0</i>	<i>21,937,383</i>
4931	Taxes Assessed for County		2,909,051	2,909,051
4932	Taxes Assessed for Village Dist.		2,563,518	2,563,518
4933	Taxes Assessed for Local Educ.		17,666,494	17,666,494
4934	Taxes Assessed for State Educ.		4,659,045	4,659,045
4939	Payments to Other Governments		0	
Less Proprietary Funds, Special Revenue Funds, or Capital Project Funds		9,460,889		8,797,851
		13,783,088	27,798,108	40,937,649

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)
4931-4934	Payments to Other Governments determined as part of the 2011 Tax Rate Calculation.

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.

			HANOVER	
			n/a	Reporting Year
			6/30/2012	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)		35,714,458	
3120	Land Use Change Taxes - General Fund	10,000	30,406	
3121	Land Use Change Taxes - Conservation Fund	0	0	
3180	Resident Taxes	0	0	
3185	Timber Taxes	10,000	11,828	
3186	Payment in Lieu of Taxes	47,542	137,233	
3187	Excavation Tax (\$.02 cents per cu yd)	0	0	
3189	Other Taxes	0	0	
3190	Interest & Penalties on Delinquent Taxes	51,200	50,733	
	Inventory Penalties	0	0	
LICENSES, PERMITS & FEES				
3210	Business Licenses & Permits	2,500	4,385	
3220	Motor Vehicle Permit Fees	1,214,000	1,167,919	
3230	Building Permits	422,453	314,530	
3290	Other Licenses, Permits & Fees	187,075	168,476	
3311-3319	From Federal Government	1,250	265,703	
FROM STATE				
3351	Shared Revenues	0	0	
3352	Meals & Rooms Tax Distribution	502,956	502,956	
3353	Highway Block Grant	284,984	275,092	
3354	Water Pollution Grant	46,366	54,227	
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	1,392,628	953,444	
3409	Other Charges	468,300	460,360	
MISCELLANEOUS REVENUES				
3501	Sale of Municipal Property	31,550	14,587	
3502	Interest on Investments	100,000	30,865	
3503-3509	Other	183,112	287,205	
INTERFUND OPERATING TRANSFERS IN				
3912	From Special Revenue Funds	5,330,208	4,818,259	
3913	From Capital Projects Funds	0	0	
3914	From Enterprise Funds	0	0	
	Sewer - (Offset)	1,685,434	1,464,802	
	Water - (Offset)	2,279,132	2,230,706	
	Electric - (Offset)	0	0	
	Airport - (Offset)	0	0	
3915	From Capital Reserve Funds	969,721	955,933	
3916	From Trust & Fiduciary Funds	3,675	19,367	
3917	Transfers from Conservation Fund	150,000	150,000	
OTHER FINANCING SOURCES				
3934	Proceeds from Long Term Bonds & Notes	0	0	
Less Proprietary Funds, Special Revenue Funds, or Capital Project Funds		9,541,960	9,079,219	
		41,500,125	41,004,259	

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		HANOVER		n/a
		or Optional Reporting Year = 6/30/2012		
A. ASSETS	Acct. #	Beginning of Year	End of year	
Current assets	(a)	(b)	(c)	
a. Cash and equivalents	1010	18,054,044	15,350,510	
b. Investments	1030	948,253	497,908	
c. Restricted Assets		0	0	
d. Taxes receivable	1080	2,919,194	6,961,003	
e. Tax liens receivable	1110	225,263	232,786	
f. Accounts receivable	1150	74,152	124,946	
g. Due from other governments	1260	0	0	
h. Due from other funds	1310	3,146,182	4,345,283	
i. Other current assets	1400	25,526	33,351	
j. Tax deeded property (subject to resale)	1670	9,078	32,698	
		25,401,692	27,578,486	
a. Warrants and accounts payable	2020	448,728	1,041,633	
b. Compensated absences payable	2030	0	0	
c. Contracts payable	2050	0	0	
d. Due to other governments	2070	438	1,470	
e. Due to school districts	2075	0	0	
f. Due to other funds	2080	5,452,762	6,368,696	
g. Deferred revenue	2220	17,427,372	18,027,935	
h. Notes payable - Current	2230	0	0	
i. Bonds payable - Current	2250	0	0	
j. Other payables	2270	1,236	982	
		23,330,536	25,440,716	
a. Nonspendable Fund Balance	2440	0	0	
b. Restricted Fund Balance	2450	0	0	
c. Committed Fund Balance	2460	0	150,000	
d. Assigned Fund Balance	2490	525,996	503,590	
e. Unassigned Fund Balance	2530	1,545,160	1,484,179	
		2,071,156	2,137,769	
		25,401,692	27,578,486	

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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 <i>(to assist in balance sheet preparation)</i>			
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A. GENERAL FUND BALANCE SHEET RECONCILIATION				
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Total Revenues From Page 5	41,004,253			
Less Expenditures From Page 4	40,937,640			
Increase (decrease)	66613			
Ending Fund Equity From Balance Sheet	2,137,769			These cells should be equal
Less Beginning Fund Equity From Balance Sheet	2,071,156			
Increase (decrease)	66614			

B. RECONCILIATION OF SCHOOL DISTRICT LIABILITY ACCT. #2075				
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				Amount
1. School district liability at beg. of year <i>(From balance sheet Acct # 2075, column b)</i>				0.
2. ADD: School district assessment for current year				22,325,539
3. TOTAL LIABILITY WITHIN CURRENT YEAR <i>(Sum of lines 1 and 2)</i>				22,325,539
4. SUBTRACT: Payments made to school district				< 22,325,539 >
				To balance sheet Acct # 2075, column c) T^o B/S 0.

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 <i>(Lines 1 + 2 - 3) (To balance sheet in Acct # 2230, column c)</i>				-

****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. 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)		-	-
5. ESTIMATED ALLOWANCE FOR ABATEMENTS AT END OF YEAR ** (T+ B, line 2)		-	-
6. Excess of estimate (Add to revenue on next page)		-	-
<p><small>*Use overlay/abat-</small></p> <p>Optional Form - Town of Hanover elected not to complete this form as this reconciliation is not necessary to render the correct Tax Collector amounts on the balance sheet.</p>			
B. TAXES/LI	Acct. #1080 Taxes	Acct. #1110 Liens	TOTALS
	(a)	(b)	(c)
1. Uncollected, end of year	1,000,000	550,000	1,550,000
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)	1,000,000	550,000	1,550,000

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

Reporting Year = n/a Op FY Reporting Year = 6/30/2012
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
Emergency Communications and Dispatch Center	\$ 165,000	new construction and renovations	varies	3.50-4.25%	06/14/2012	\$ 15,000	\$ -	\$ 15,000	\$ -
RW Black Community and Senior Center	\$ 1,500,000	new construction	\$ 75,000	4.25-4.90%	01/15/2023	\$ 900,000	\$ -	\$ 75,000	\$ 825,000
Option on Dresden School District-Hanover High School Property	\$ 2,000,000	property rights	\$ 100,000	no interest	08/10/2023	\$ 1,300,000	\$ -	\$ 100,000	\$ 1,200,000
Seven Lebanon Street Parking Facility	\$ 5,100,000	new construction	varies	4.25-4.90%	01/15/2029	\$ 3,870,000	\$ -	\$ 140,000	\$ 3,730,000
State Revolving Loan CS-330197-03-Chlorination/Dechlorination & Outfall Extension (Sewage)	\$ 2,963,955	new construction and renovations	\$ 148,198	3.49%	12/01/2027	\$ 2,519,362	\$ -	\$ 148,198	\$ 2,371,164
State Revolving Loan CS-1071010-Water Treatment Facility	\$ 4,035,000	new construction and renovations	varies	3.80%	07/01/2021	\$ 2,698,411	\$ -	\$ 202,168	\$ 2,496,243
State Revolving Loan CS-1071010-04-Water Treatment Filtration Plant	\$ 6,493,081	new construction	varies	3.36%	07/01/2027	\$ 5,836,267	\$ -	\$ 260,306	\$ 5,575,960
Citizens Loan	\$ 550,000	new equipment and renovations	varies	3.60%	07/15/2015	\$ 467,500	\$ -	\$ 110,000	\$ 357,500
TOTAL	\$ 22,807,037					\$ 17,606,539	\$ -	\$ 1,050,672	\$ 16,555,867

Remarks

