

FY PDF 10/18/12

2,748,333

FINANCIAL REPORT OF THE TOWN OR CITY BUDGET

Enter TOWN/CITY Name Here >

Town of Lee

Enter Calendar Reporting Year Here >

N/A

(January 1 to December 31)

Enter Optional Reporting Year Here >

2012

(July 1 to June 30)

DOES THE TOWN/CITY ACCOUNT FOR SOME EXPENDITURES AS PROPRIETARY FUNDS OR CAPITAL PROJECT FUNDS?

Yes

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: 10/15/2012

[Handwritten Signature]
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.

PREPARER

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)

Michael J. Campo

Signature

[Handwritten Signature]

Regular Office Hours

Monday - Friday 8:00 AM - 4:00 PM

Email address

mcampos@plodzik.com

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RECEIVED

OCT 16 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	110,765		84,924
4140-4149	Election, Reg. & Vital Statistics	10,441		14,693
4150-4151	Financial Administration	328,589		285,669
4152	Property Assessment	44,750		68,087
4153	Legal Expense	15,000		7,630
4155-4159	Personnel Administration	741,650		706,412
4191-4193	Planning & Zoning	44,217		43,122
4194	General Government Buildings	125,214		113,372
4195	Cemeteries	13,204		12,418
4196	Insurance	74,833		79,758
4197	Advertising & Regional Assoc.	-		-
4199	Other General Government	82,000		33,336
PUBLIC SAFETY TOTAL =				
show detail below				
4210-4214	Police	552,236		506,334
4215-4219	Ambulance	-		6,567
4220-4229	Fire	237,308		177,207
4240-4249	Building Inspection	60,112		60,625
4290-4298	Emergency Management	4,250		3,511
4299	Other (Incl. Communications)	17,065		16,712
AIRPORT/AVIATION CENTER TOTAL =				
show detail below				
4301-4309	Airport Operations	-		-
HIGHWAYS & STREETS TOTAL =				
show detail below				
4311	Administration	-		-
4312	Highways & Streets	420,737		363,731
4313	Bridges	-		-
4316	Street Lighting	-		-
4319	Other	-		-
SANITATION TOTAL =				
show detail below				
4321	Administration	-		-
4323	Solid Waste Collection	169,751		163,373
4324	Solid Waste Disposal	135,050		123,219
4325	Solid Waste Facility Clean-up	-		-
4326-4329	Sewage Coll. & Disposal & Other	-		-
Page Sub-Totals		3,187,172		2,870,700

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	-		-
4332	Water Services	-		-
4335-4339	Water Treatment, Conserv. & Other	-		-
ELECTRIC =				
show detail below				
4351-4352	Admin. and Generation	-		-
4353	Purchase Costs	-		-
4354	Electric Equipment Maintenance	-		-
4359	Other Electric Costs	-		-
HEALTH =				
show detail below				
4411	Administration	-		-
4414	Pest Control	575		538
4415-4419	Health Agencies & Hosp. & Other	29,392		7,675
WELFARE =				
show detail below				
4441-4442	Administration & Direct Assist.	6,700		12,819
4444	Intergovernmental Welfare Pymts	-		9,574
4445-4449	Vendor Payments & Other	17,100		2,300
CULTURE & RECREATION =				
show detail below				
4520-4529	Parks & Recreation	52,850		37,071
4550-4559	Library	153,079		146,438
4583	Patriotic Purposes	200		277
4589	Other Culture & Recreation	27,200		24,403
CONSERVATION =				
show detail below				
4611-4612	Admin. & Purch. of Nat. Resources	1,000		-
4619	Other Conservation	-		-
4631-4632	Redevelopment and Housing	-		-
4651-4659	Economic Development	-		-
DEBT SERVICE =				
show detail below				
4711	Princ.- Long Term Bonds & Notes	90,000		90,000
4721	Interest-Long Term Bonds & Notes	44,700		43,938
4723	Int. on Tax Anticipation Notes	-		-
4790-4799	Other Debt Service	-		-
<i>Page Sub-Totals</i>		422,796		377,031

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	-		
4902	Machinery, Vehicles & Equipment	23,535		23,714
4903	Buildings	136,100		136,100
4909	Improvements Other Than Bldgs.	44,360		37,547
OPERATING TRANSFERS OUT				
show detail below				
4912	To Special Revenue Fund	-		15,353
4913	To Capital Projects Fund	-		-
4914	To Enterprise Fund			
	- Sewer	-		-
	- Water	-		-
	- Electric	-		-
	- Airport	-		-
4915	To Capital Reserve Fund	332,000		332,000
4916	To Expend. Trust Fund - not #4917	10,000		10,000
4917	To Health Maint. Trust Funds	-		-
4918	To Nonexpendable Trust Funds	-		-
4919	To Fiduciary Funds	-		-
	<i>Page Sub-Totals</i>	545,995	-	554,714
	<i>Total Local Expenditure Sub-Totals</i>	4,155,963	-	3,802,445
PAYMENTS TO OTHER GOVERNMENTS				
4931	Taxes Assessed for County	1,089,619		1,089,619
4932	Taxes Assessed for Village Dist.	-		-
4933	Taxes Assessed for Local Educ.	7,316,841		7,316,841
4934	Taxes Assessed for State Educ.	1,012,897		1,012,897
4939	Payments to Other Governments	-		-
Less Proprietary Funds or Capital Project Funds				
TOTAL GENERAL FUND EXPENDITURES		13,575,320	-	13,221,802

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

Town of Lee	
N/A	Reporting Year
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)	12,125,355	12,264,776
3120	Land Use Change Taxes - General Fund	3,000	78,000
3121	Land Use Change Taxes - Conservation Fund	-	-
3180	Resident Taxes	-	-
3185	Timber Taxes	500	1,228
3186	Payment in Lieu of Taxes	3,260	-
3187	Excavation Tax (\$5.02 cents per cu yd)	250	406
3189	Other Taxes	-	-
3190	Interest & Penalties on Delinquent Taxes	60,000	105,258
	Inventory Penalties	-	-
	LICENSES, PERMITS & FEES		
3210	Business Licenses & Permits	3,000	-
3220	Motor Vehicle Permit Fees	550,000	589,367
3230	Building Permits	11,000	8,910
3290	Other Licenses, Permits & Fees	20,000	22,258
3311-3319	From Federal Government	10,000	3,984
	FROM STATE		
3351	Shared Revenues	-	-
3352	Meals & Rooms Tax Distribution	193,397	193,397
3353	Highway Block Grant	114,498	110,545
3354	Water Pollution Grant	-	-
3355	Housing & Community Development	-	-
3356	State & Federal Forest Land Reimbursement	-	-
3357	Flood Control Reimbursement	-	-
3359	Other (Including Railroad Tax)	40,000	45,041
3379	From Other Governments	-	-
	CHARGES FOR SERVICES		
3401-3406	Income from Departments	95,000	56,512
3409	Other Charges	-	-
	MISCELLANEOUS REVENUES		
3501	Sale of Municipal Property	2,500	4,007
3502	Interest on Investments	25,000	24,510
3503-3509	Other	27,000	46,530
	INTERFUND OPERATING TRANSFERS IN		
3912	From Special Revenue Funds	-	-
3913	From Capital Projects Funds	-	-
3914	From Enterprise Funds	-	-
	Sewer - (Offset)	-	-
	Water - (Offset)	-	-
	Electric - (Offset)	-	-
	Airport - (Offset)	-	-
3915	From Capital Reserve Funds	42,200	128,219
3916	From Trust & Fiduciary Funds	25,000	-
3917	Transfers from Conservation Fund	-	-
	OTHER FINANCING SOURCES		
3934	Proceeds from Long Term Bonds & Notes	-	-
Less Proprietary Funds or Capital Project Funds			
TOTAL GENERAL FUND REVENUE		13,370,960	13,682,968

General Fund Balance Sheet for Town/City of		Town of Lee		N/A
		or Optional Reporting Year = 2012		
A. ASSETS	Acct. #	Beginning of Year	End of year	
Current assets	(a)	(b)	(c)	
a. Cash and equivalents	1010	3,270,707	5,077,647	
b. Investments	1030	3,305,334	1,325,695	
c. Restricted Assets		-	-	
d. Taxes receivable (See Section D, page 7)	1080	1,472,426	1,376,812	
e. Tax liens receivable (See Section D, page 7)	1110	459,595	485,689	
f. Accounts receivable	1150	28,121	3,644	
g. Due from other governments	1260	-	-	
h. Due from other funds	1310	28,075	680,391	
i. Other current assets	1400	-	-	
j. Tax deeded property (subject to resale)	1670	-	-	
TOTAL ASSETS		8,564,258	8,949,878	
B. LIABILITIES AND FUND EQUITY	Acct. #	Beginning of Year	End of year	
Current liabilities	(a)	(b)	(c)	
a. Warrants and accounts payable	2020	-	8,357	
b. Compensated absences payable	2030	-	-	
c. Contracts payable	2050	-	-	
d. Due to other governments	2070	4,860,092	4,724,820	
e. Due to school districts	2075	-	0	
f. Due to other funds	2080	3,900	4,750	
g. Deferred revenue	2220	1,396,037	1,440,585	
h. Notes payable - Current	2230	-	-	
i. Bonds payable - Current	2250	-	-	
j. Other payables	2270	-	5,971	
TOTAL CURRENT LIABILITIES		6,260,029	6,184,483	
Fund equity *				
a. Nonspendable Fund Balance	2440	-	-	
b. Restricted Fund Balance	2450	-	-	
c. Committed Fund Balance	2460	-	-	
d. Assigned Fund Balance	2490	4,061	16,840	
e. Unassigned Fund Balance	2530	2,300,168	2,748,555	
TOTAL FUND EQUITY		2,304,229	2,765,395	
3. TOTAL LIABILITIES AND FUND EQUITY		8,564,258	8,949,878	

MS-5	RECONCILIATION (to assist in balance sheet preparation)				
A. GENERAL FUND BALANCE SHEET RECONCILIATION					
	Total Revenues From Page 5		13,682,968		
	Less Expenditures From Page 4		13,221,802		
	Increase (decrease)		461,166		
	Ending Fund Equity From Balance Sheet		2,765,395		
	Less Beginning Fund Equity From Balance Sheet		2,304,229		
	Increase (decrease)		461,166		
B. RECONCILIATION OF SCHOOL DISTRICT LIABILITY ACCT. #2075					
				Amount	
	1. School district liability at beg. of year (From balance sheet Acct # 2075, column b)			-	
	2. ADD: School district assessment for current year			8,329,738	
	3. TOTAL LIABILITY WITHIN CURRENT YEAR (Sum of lines 1 and 2)			8,329,738	
	4. SUBTRACT: Payments made to school district			< 8,329,738 >	
	(To balance sheet Acct # 2075, column c)			-	
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)			-	

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) *	98,364	30,915	129,279
2. SUBTRACT: Abatements made (From pgs. 2-3 of tax collector's report)	-	9,589	(9,589)
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)	46,571	16,429	63,000
6. Excess of estimate (Add to revenue on page 5)	51,793	4,897	56,690
<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	
(From pgs 2-3 of tax collector's report) >	Taxes	Liens	TOTALS
	(a)	(b)	(c)
1. Uncollected, end of year	1,423,383	502,118	1,925,501
2. SUBTRACT: "Overlay" carried forward as Allowance for Abatements (from Section A above, line 5)	46,571	16,429	63,000
3. Receivable, end of year (To Balance Sheet Acct. #1080 and 1110, column c)	1,376,812	485,689	1,862,501

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	
Public Safety Complex	\$ 1,200,000	Public Safety	\$ 60,000	3.7-4.4%	2023	\$ 720,000	\$ -	\$ 60,000	\$ 660,000	
Transfer Station	600,000	Sanitation	30,000	4.57%	2024	390,000		30,000	360,000	
TOTAL						\$ 1,110,000	\$ -	\$ 90,000	\$ 1,020,000	

Remarks