

PDF 10/12/12

FINANCIAL REPORT OF THE TOWN OR CITY BUDGET

Enter TOWN/CITY Name Here >

Town of Newfields, NH

Enter Calendar Reporting Year Here >

December 31, 2011

(January 1 to December 31)

Enter Optional Reporting Year Here >

n/a

(July 1 to June 30)

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

No

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: Oct. 2, 2012

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.

Thomas Wagner
John Fisher

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)

Signature

Regular Office Hours

Email address

See next page

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OCT 03 2012
NH DEPT OF REV ADMIN
MUNICIPAL SERVICES

MUNICIPAL SERVICES DIVISION
P.O. BOX 487, CONCORD, NH 03302-0487
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Preparer (Please print or type)

Karen Snow, Melanson Heath & Company, PC

Signature

Karen Snow, Melanson Heath & Company, PC

Regular Office Hours

Monday - Friday (8 - 5)

Email address

ksnow@melansonheath.com

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NH DEPT OF REV ADMIN
MUNICIPAL SERVICES

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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	71,923	-	66,369
4140-4149	Election, Reg. & Vital Statistics	3,976	-	5,099
4150-4151	Financial Administration	20,331	-	20,136
4152	Property Assessment	13,000	-	14,682
4153	Legal Expense	10,000	-	2,929
4155-4159	Personnel Administration	60,000	-	52,343
4191-4193	Planning & Zoning	26,500	-	23,063
4194	General Government Buildings	23,000	-	25,321
4195	Cemeteries	29,673	-	24,294
4196	Insurance	100,000	-	62,418
4197	Advertising & Regional Assoc.	3,000	-	3,359
4199	Other General Government	15,000	-	22,101
PUBLIC SAFETY TOTAL - show detail below				
4210-4214	Police	297,866	-	278,791
4215-4219	Ambulance	5,100	-	4,915
4220-4229	Fire	50,000	-	48,680
4240-4249	Building Inspection	4,100	-	5,867
4290-4298	Emergency Management	15,200	-	6,317
4299	Other (Incl. Communications)	43,403	-	46,563
AIRPORT/AVIATION CENTER TOTAL - show detail below				
4301-4309	Airport Operations	-	-	-
HIGHWAYS & STREETS TOTAL - show detail below				
4311	Administration	-	-	-
4312	Highways & Streets	218,000	-	238,446
4313	Bridges	0	-	-
4316	Street Lighting	8,500	-	9,626
4319	Other	-	-	-
SANITATION TOTAL - show detail below				
4321	Administration	-	-	-
4323	Solid Waste Collection	75,000	-	82,599
4324	Solid Waste Disposal	40,000	-	47,325
4325	Solid Waste Facility Clean-up	1,000	-	320
4326-4329	Sewage Coll. & Disposal & Other	-	-	-
Page Sub-Totals		1,134,572		1,091,569

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	32,000	-	32,000
4415-4419	Health Agencies & Hosp. & Other	5,000	-	4,800
WELFARE show detail below				
4441-4442	Administration & Direct Assist.	2,500	-	1,121
4444	Intergovernmental Welfare Pymts	0	-	-
4445-4449	Vendor Payments & Other	0	-	-
CULTURE & RECREATION show detail below				
4520-4529	Parks & Recreation	3,000	-	1,084
4550-4559	Library	30,186	(30,186)	-
4583	Patriotic Purposes	250	-	134
4589	Other Culture & Recreation	4,000	-	4,383
CONSERVATION show detail below				
4611-4612	Admin. & Purch. of Nat. Resources	2,875	-	2,100
4619	Other Conservation	5	-	162
4631-4632	Redevelopment and Housing	0	-	-
4651-4659	Economic Development	0	-	-
DEBT SERVICE show detail below				
4711	Princ.- Long Term Bonds & Notes	265,000	-	265,000
4721	Interest-Long Term Bonds & Notes	64,508	-	64,508
4723	Int. on Tax Anticipation Notes	0	-	-
4790-4799	Other Debt Service	0	-	-
Page Sub-Totals		409,324	(30,186)	379,222

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust; transfers)
4550	Reclass Library budget to transfers out (Line 4812)

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	9,000	-	10,889
4903	Buildings	52,000	(31,280)	20,000
4909	Improvements Other Than Bldgs.	-	-	-
OPERATING TRANSFERS DUTY show detail below				
4912	To Special Revenue Fund	-	30,186	30,186
4913	To Capital Projects Fund	-	-	-
4914	To Enterprise Fund	-	-	-
	- Sewer	-	-	-
	- Water	-	-	-
	- Electric	-	-	-
	- Airport	-	-	-
4915	To Capital Reserve Fund	-	-	-
4916	To Expend.Trust Fund - not #4917	-	-	-
4917	To Health Maint. Trust Funds	-	-	-
4918	To Nonexpendable Trust Funds	-	-	-
4919	To Fiduciary Funds	-	-	-
	<i>Page Sub-Totals</i>	67,000	(1,094)	41,026
	<i>Total Local Expenditure Sub-Totals</i>	1,804,896	(31,280)	1,627,930
PAYMENTS TO OTHER GOVERNMENTS				
4931	Taxes Assessed for County	243,660	-	243,660
4932	Taxes Assessed for Village Dist.	-	-	-
4933	Taxes Assessed for Local Educ.	3,631,019	-	3,631,019
4934	Taxes Assessed for State Educ.	598,871	-	598,871
4939	Payments to Other Governments	-	-	-
Less Proprietary Funds or Capital Project Funds				
TOTAL GENERAL FUND EXPENDITURES		6,078,446	(31,280)	6,001,480

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)
4903	CY Capital Article Carryforward
4912	Reclass Library budget from Culture and Recreation (Line 4550)

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.

Financial Report of the Budget -

Town of Newfields, NH	
December 31, 2011	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)	5,572,533	5,478,964
3120	Land Use Change Taxes - General Fund	-	-
3121	Land Use Change Taxes - Conservation Fund	-	-
3180	Resident Taxes	-	-
3185	Timber Taxes	180	1,012
3186	Payment in Lieu of Taxes	-	-
3187	Excavation Tax (\$.02 cents per cu yd)	-	-
3189	Other Taxes	-	-
3190	Interest & Penalties on Delinquent Taxes	5,000	11,828
	Inventory Penalties	-	-
	LICENSES, PERMITS & FEES		
3210	Business Licenses & Permits	16,000	6,330
3220	Motor Vehicle Permit Fees	265,000	272,939
3230	Building Permits	1,000	3,484
3290	Other Licenses, Permits & Fees	5,300	6,617
3311-3319	From Federal Government	7,600	-
	FROM STATE		
3351	Shared Revenues	-	-
3352	Meals & Rooms Tax Distribution	75,046	75,046
3353	Highway Block Grant	41,635	41,635
3354	Water Pollution Grant	-	-
3355	Housing & Community Development	-	-
3356	State & Federal Forest Land Reimbursement	-	-
3357	Flood Control Reimbursement	-	-
3359	Other (Including Railroad Tax)	432	432
3379	From Other Governments	8,520	10,290
	CHARGES FOR SERVICES		
3401-3406	Income from Departments	-	11,472
3409	Other Charges	-	-
	MISCELLANEOUS REVENUES		
3501	Sale of Municipal Property	-	-
3502	Interest on Investments	1,200	858
3503-3509	Other	27,000	8,532
	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	52,000	51,280
3916	From Trust & Fiduciary Funds	-	-
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	6,078,446	5,980,719

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 of Newfields, NH

December 31, 2011

A. ASSETS		Acct. #	Beginning of Year	End of year
Current assets		(a)	(b)	(c)
a. Cash and equivalents		1010	2,243,593	2,174,120
b. Investments		1030		
c. Restricted Assets				
d. Taxes receivable (See Section D, page 7)		1080	174,960	251,392
e. Tax liens receivable (See Section D, page 7)		1110	64,278	106,134
f. Accounts receivable		1150		
g. Due from other governments		1260		
h. Due from other funds		1310	2,283	31,726
i. Other current assets		1400		
j. Tax deeded property (subject to resale)		1670		
TOTAL ASSETS			2,485,114	2,563,372
B. LIABILITIES AND FUND EQUITY		Acct. #	Beginning of Year	End of year
Current liabilities		(a)	(b)	(c)
a. Warrants and accounts payable		2020	17,841	70
b. Compensated absences payable		2030		
c. Contracts payable		2050		
d. Due to other governments		2070		
e. Due to school districts		2075	2,092,744	2,056,104
f. Due to other funds		2080	6,570	
g. Deferred revenue		2220		
h. Notes payable - Current		2230		
i. Bonds payable - Current		2250		
j. Other payables		2270		160,000
TOTAL CURRENT LIABILITIES			2,117,155	2,216,174
Fund equity				
a. Nonspendable Fund Balance		2440		
b. Restricted Fund Balance		2450		
c. Committed Fund Balance		2460		31,280
d. Assigned Fund Balance		2490		
e. Unassigned Fund Balance		2530	367,959	315,918
TOTAL FUND EQUITY			367,959	347,198
TOTAL LIABILITIES AND FUND EQUITY			2,485,114	2,563,372

Notes: 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 or capital project funds.

MS-5	RECONCILIATION (to assist in balance sheet preparation)			
A. GENERAL FUND BALANCE SHEET RECONCILIATION				
	Total Revenues From Page 5	5,980,719		
	Less Expenditures From Page 4	6,001,480		
	Increase (decrease)	(20761)		
	Ending Fund Equity From Balance Sheet	347,198		These cells should be equal
	Less Beginning Fund Equity From Balance Sheet	387,959		
	Increase (decrease)	(20761)		
B. RECONCILIATION OF SCHOOL DISTRICT LIABILITY ACCT. #2075				
				Amount:
	1. School district liability at beg. of year (From balance sheet Acct # 2075, column b)			2,092,744
	2. ADD: School district assessment for current year			4,229,880
	3. TOTAL LIABILITY WITHIN CURRENT YEAR (Sum of lines 1 and 2)			6,322,634
	4. SUBTRACT: Payments made to school district			< 4,266,530 >
	(To balance sheet Acct # 2075, column c)			2,056,104
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) *	69,544		69,544
2. SUBTRACT: Abatements made (From pgs. 2-3 of tax collector's report)	98		(98)
3. SUBTRACT: Discounts (From pg. 2 of tax collector's report)	-		-
4. SUBTRACT: Refunds (Cash abatements - from treasurer or bookkeeper)	19,198		(19,198)
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)	50,248	-	50,248
<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	251,392	106,134	357,526
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)	251,392	106,134	357,526

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

MS-9

Financial Report of the Budget Town of Newfields, NH

Reporting Year - December 31, 2011

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
Conservation Land - 08/15/2002	\$ 2,000,000	Conservation	\$ 200,000.00	3.01%	8/15/2012	\$ 400,000	\$ -	\$ (200,000)	\$ 200,000
Conservation Land - 08/15/2008	1,281,427	Conservation	65,000	4.36%	8/15/2026	\$ 1,020,000	\$ -	\$ (65,000)	\$ 955,000
TOTAL	\$ 3,281,427					\$ 1,420,000	\$ -	\$ (265,000)	\$ 1,155,000

Remarks