

PDF 10/10/12

FINANCIAL REPORT OF THE TOWN OR CITY BUDGET

Enter TOWN/CITY Name Here >

Town of Rollinsford

Enter Calendar Reporting Year Here >

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 Report By April 1 For Calendar Fiscal Year and By September 1 for Optional Fiscal Year

GOVERNING BODY (SELECTMEN)

Date Signed: August 27, 2012

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.

Edmund F. Jansen, Jr.
Peter Carroll
Albert J. Downes

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) Thomas G. Dumais, CPA	Signature <i>Thomas G. Dumais, CPA</i>
Regular Office Hours 8am - 5pm	Email address tdumais@dfcpas.com

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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

MS-5 Financial Report of the Budget - Town/City of **Town of Rollinsford**
 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
GENERAL GOVERNMENT TOTALS				
4130-4139	Executive	84,251		71,729
4140-4149	Election, Reg. & Vital Statistics	21,255		22,616
4150-4151	Financial Administration	35,005		27,322
4152	Property Assessment	5,300		15,550
4153	Legal Expense	15,000		8,929
4155-4159	Personnel Administration	13,421		15,743
4191-4193	Planning & Zoning	18,588		11,687
4194	General Government Buildings	54,866		49,762
4195	Cemeteries	17,324		14,757
4196	Insurance	27,000		28,221
4197	Advertising & Regional Assoc.	5,000		4,911
4199	Other General Government	15,740		14,157
SUMMARY TOTALS				
4210-4214	Police	437,511		402,031
4215-4219	Ambulance	32,832		34,031
4220-4229	Fire	82,157		62,325
4240-4249	Building Inspection	5,000		5,200
4290-4298	Emergency Management	100		
4299	Other (Incl. Communications)			
AIRPORT OPERATION CENTER TOTALS				
4301-4309	Airport Operations			
HIGHWAYS & STREETS TOTALS				
4311	Administration			
4312	Highways & Streets	146,269		148,862
4313	Bridges			
4316	Street Lighting	26,089		28,832
4319	Other			
WASTE DISPOSAL TOTALS				
4321	Administration			
4323	Solid Waste Collection			
4324	Solid Waste Disposal	138,609		107,499
4325	Solid Waste Facility Clean-up	1,200		1,364
4326-4329	Sewage Coll. & Disposal & Other			

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 UTILITIES DEPARTMENT				
<i>show detail below</i>				
4331	Administration			
4332	Water Services			
4335-4339	Water Treatment, Conserv. & Other			
ELECTRIC				
<i>show detail below</i>				
4351-4352	Admin. and Generation			
4353	Purchase Costs			
4354	Electric Equipment Maintenance			
4359	Other Electric Costs			
HEALTH				
<i>show detail below</i>				
4411	Administration			
4414	Pest Control	4,051		3,020
4415-4419	Health Agencies & Hosp. & Other			
GENERAL				
<i>show detail below</i>				
4441-4442	Administration & Direct Assist.	36,770		31,608
4444	Intergovernmental Welfare Pymts			
4445-4449	Vendor Payments & Other			
PARKS & RECREATION				
<i>show detail below</i>				
4520-4529	Parks & Recreation	22,698		16,451
4550-4559	Library	47,000		46,400
4583	Patriotic Purposes	900		719
4589	Other Culture & Recreation	500		
CONSERVATION				
<i>show detail below</i>				
4611-4612	Admin. & Purch. of Nat. Resources			
4619	Other Conservation	100		200
4631-4632	Redevelopment and Housing			
4651-4659	Economic Development	200		100
DEBT SERVICE				
<i>show detail below</i>				
4711	Princ.- Long Term Bonds & Notes	57,515		57,515
4721	Interest-Long Term Bonds & Notes	8,445		8,445
4723	Int. on Tax Anticipation Notes			
4790-4799	Other Debt Service			

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

Financial Report of the Budget - Town/City of **Town of Rollinsford**
 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				
4901	Land	5,000		
4902	Machinery, Vehicles & Equipment	76,000		80,545
4903	Buildings	50,000		
4909	Improvements Other Than Bldgs.	75,000		75,000
TRANSFERS				
4912	To Special Revenue Fund			
4913	To Capital Projects Fund			
4914	To Enterprise Fund			
	- Sewer			
	- Water			
	- Electric			
	- Airport			
4915	To Capital Reserve Fund	55,500		49,500
4916	To Expend. Trust Fund - not #4917			
4917	To Health Maint. Trust Funds			
4918	To Nonexpendable Trust Funds			
4919	To Fiduciary Funds			
EXPENSES		287,500		205,045
REVENUES		1,324,759		1,324,759
4931	Taxes Assessed for County			687,766
4932	Taxes Assessed for Village Dist.			
4933	Taxes Assessed for Local Educ.			4,206,759
4934	Taxes Assessed for State Educ.			642,105
4939	Payments to Other Governments			
Less Proprietary Funds, Special Revenue Funds, or Capital Project Funds				
		1,622,196	0	6,339,556

3564654

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

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 disclosures. 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.

Financial Report of the Budget - Town/City of

Town of Rollinsford	
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
3110	Property Taxes (commitment less overlay)		5,505,404 ✓
3120	Land Use Change Taxes - General Fund	10,000	
3121	Land Use Change Taxes - Conservation Fund		
3180	Resident Taxes	13,000	21,841
3185	Timber Taxes	362	450
3186	Payment in Lieu of Taxes		
3187	Excavation Tax (\$.02 cents per cu yd)		
3189	Other Taxes		
3190	Interest & Penalties on Delinquent Taxes	24,000	40,189
	Inventory Penalties	5,000	448
3210	Business Licenses & Permits	135	35
3220	Motor Vehicle Permit Fees	382,000	378,688
3230	Building Permits	5,000	7,258
3290	Other Licenses, Permits & Fees	18,000	6,418
3311-3319	From Federal Government		
3351	Shared Revenues	112,859	112,859
3352	Meals & Rooms Tax Distribution		
3353	Highway Block Grant	58,990	58,990
3354	Water Pollution Grant		
3355	Housing & Community Development		
3356	State & Federal Forest Land Reimbursement		
3357	Flood Control Reimbursement		
3359	Other (Including Railroad Tax)	3,246	8,563
3379	From Other Governments		
3401-3406	Income from Departments	30,000	76,002
3409	Other Charges	8,900	
3501	Sale of Municipal Property	5,000	700
3502	Interest on Investments	5,000	1,196
3503-3509	Other	80,000	35,911
3912	From Special Revenue Funds	75,000	50,000
3913	From Capital Projects Funds		
3914	From Enterprise Funds		
	Sewer - (Offset)		
	Water - (Offset)		
	Electric - (Offset)		
	Airport - (Offset)		
3915	From Capital Reserve Funds	76,000	76,000
3916	From Trust & Fiduciary Funds	7,700	
3917	Transfers from Conservation Fund	5,000	
3934	Proceeds from Long Term Bonds & Notes		
Less Proprietary Funds, Special Revenue Funds, or Capital Project Funds			
		925,192	6,380,952

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 Town of Rollinsford 2011
or Optional Reporting Year = n/a

ASSETS	Account #	Beginning of Year	End of Year
Current assets	(a)	(b)	(c)
a. Cash and equivalents	1010	2,294,949	2,358,490
b. Investments	1030		
c. Restricted Assets			
d. Taxes receivable	1080	332,678	385,103
e. Tax liens receivable	1110	106,124	129,172
f. Accounts receivable	1150	704	3,406
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		
		2,734,455	2,876,171
LIABILITIES			
a. Warrants and accounts payable	2020	17,220	20,176
b. Compensated absences payable	2030	18,841	8,898
c. Contracts payable	2050		
d. Due to other governments	2070		
e. Due to school districts	2075	1,967,683	2,042,757
f. Due to other funds	2080	8,367	40,600
g. Deferred revenue	2220		
h. Notes payable - Current	2230		
i. Bonds payable - Current	2250		
j. Other payables	2270	3,895	3,895
		2,016,006	2,116,326
FUND BALANCES			
a. Nonspendable Fund Balance	2440		
b. Restricted Fund Balance	2450		
c. Committed Fund Balance	2460		
d. Assigned Fund Balance	2490	25,300	43,532
e. Unassigned Fund Balance	2530	693,149	716,313
		718,449	759,845
		2,734,455	2,876,171

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		6,380,952		
	Less Expenditures From Page 4		6,339,556		
	Increase (decrease)		41396		
	Ending Fund Equity From Balance Sheet		759,845		These cells should be equal
	Less Beginning Fund Equity From Balance Sheet		718,449		
	Increase (decrease)		41396		
B. SCHOOL DISTRICT LIABILITY ACCT. #2075					
				Amount	
	1. School district liability at beg. of year (From balance sheet Acct # 2075, column b)			1,967,663	
	2. ADD: School district assessment for current year			4,206,759	
	3. TOTAL LIABILITY WITHIN CURRENT YEAR (Sum of lines 1 and 2)			6,174,422	
	4. SUBTRACT: Payments made to school district			< 4,131,666 >	
	(To balance sheet Acct # 2075, column c)			2,042,757	
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					

OPTIONAL RECONCILIATION (to assist in balance sheet preparation)

	(a)	(b)	(c)
1. Overlay/Allowance for Uncollectibles/Abatements (Beginning of year) *	5,310	8,649	13,959
2. SUBTRACT: Abatements made (From pgs. 2-3 of tax collector's report)	8,775	37,817	(46,392)
3. SUBTRACT: Discounts (From pg. 2 of tax collector's report)			-
4. SUBTRACT: Refunds (Cash abatements - from treasurer or bookkeeper) down to Section B, line2)	478	11,233	(11,711)
6. Excess of estimate (Add to revenue on page 5)	(3,943)	(3,585)	(40,559)
		(36,616)	
<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>			
1. Uncollected, end of year	388,688	129,172	517,860
2. SUBTRACT: "Overlay" carried forward as Allowance for Abatements (from Section A above, line 5)	3,585		(3,585)
3. Receivable, end of year (To Balance Sheet Acct.#1080 and 1110, column c)	385,103	129,172	514,275

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

MS-5

Financial Report of the Budget

Town of Rollinford

Reporting Year = 2011 Op FY Reporting Year = n/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
Renovation Town Hall	\$750,000	Renovation	\$50,000	4.75%	09/15/2013	\$ 150,000	\$	\$50,000	\$100,000
2010 Ford Explorer	23,950	Police Vehicle	8,461	6.10%	3/23/2012	15,490		7,515	7,975
TOTAL									

Remarks

**Supplemental Page
Revolving Funds and Conservation Funds**

Please provide information regarding revenues, expenditures, and outstanding balances for Conservation Fund and each revolving fund under RSA 31:95-d.

Name of Fund	Revenues	Expenditures	Balance Remaining in Fund
Conservation	102		7064
Hydro Reserve Fund	82276	50000	89592
Land Use -			
Change Tax	7427	10000	1