

PDF 8/3/12

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 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 signatures]

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 *Ralph Brigida*

Regular Office Hours

Email address

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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 Sugar Hill
 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 TOTAL = <i>show detail below</i>				
4130-4139	Executive	58,350		38,163
4140-4149	Election, Reg. & Vital Statistics	18,855		18,461
4150-4151	Financial Administration	23,015		20,392
4152	Property Assessment	15,000		10,495
4153	Legal Expense	15,000		19,193
4155-4159	Personnel Administration	25,000		22,747
4191-4193	Planning & Zoning	3,650		2,792
4194	General Government Buildings	77,326		79,458
4195	Cemeteries	5,000		3,682
4196	Insurance	166,033		161,705
4197	Advertising & Regional Assoc.	7,556		7,556
4199	Other General Government	100		396
PUBLIC SAFETY TOTAL = <i>show detail below</i>				
4210-4214	Police	165,313		160,776
4215-4219	Ambulance	3,960		3,960
4220-4229	Fire	88,500		68,678
4240-4249	Building Inspection			
4290-4298	Emergency Management	5,500		5,115
4299	Other (Incl. Communications)			
AIRPORT/AVIATION CENTER TOTAL = <i>show detail below</i>				
4301-4309	Airport Operations	423		423
HIGHWAYS & STREETS TOTAL = <i>show detail below</i>				
4311	Administration	175,859		166,894
4312	Highways & Streets	208,377		191,904
4313	Bridges			9,011
4316	Street Lighting	8,800		52,633
4319	Other	54,952		
SANITATION TOTAL = <i>show detail below</i>				
4321	Administration			
4323	Solid Waste Collection			
4324	Solid Waste Disposal	44,940		44,940
4325	Solid Waste Facility Clean-up			
4326-4329	Sewage Coll. & Disposal & Other			
<i>Page Sub-Totals</i>		<i>1,175,808</i>	<i>2</i>	<i>1,089,374</i>

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			
4415-4419	Health Agencies & Hosp. & Other	4,019	600	4,619
WELFARE - show detail below				
4441-4442	Administration & Direct Assist.	6,000		1,799
4444	Intergovernmental Welfare Pymts			
4445-4449	Vendor Payments & Other			
CULTURE & RECREATION - show detail below				
4520-4529	Parks & Recreation	28,331		22,609
4550-4559	Library	15,000		14,825
4583	Patriotic Purposes	1,000		1,003
4589	Other Culture & Recreation			
CONSERVATION - show detail below				
4611-4612	Admin. & Purch. of Nat. Resources			
4619	Other Conservation	750		360
4631-4632	Redevelopment and Housing			
4651-4659	Economic Development			
DEBT SERVICE - show detail below				
4711	Princ.- Long Term Bonds & Notes	37,500		38,945
4721	Interest-Long Term Bonds & Notes	30,000		28,555
4723	Int. on Tax Anticipation Notes	1,000		1,036
4790-4799	Other Debt Service			
		Final MS-2 Total	600	113,781

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)
4419	Expenditures to ACT from restricted checking account - conservation

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			
4902	Machinery, Vehicles & Equipment		90,806	90,806
4903	Buildings		6,914	6,914
4909	Improvements Other Than Bldgs.			
OPERATING TRANSFERS OUT <i>show detail below</i>				
4912	To Special Revenue Fund		35	35
4913	To Capital Projects Fund			
4914	To Enterprise Fund			
	- Sewer			
	- Water			
	- Electric			
	- Airport			
4915	To Capital Reserve Fund	187,000		187,000
4916	To Expend. Trust Fund - not #4917			
4917	To Health Maint. Trust Funds			
4918	To Nonexpendable Trust Funds			
4919	To Fiduciary Funds		1,200	1,200
	<i>Total State/County</i>	<i>187,000</i>	<i>1,200</i>	<i>188,200</i>
	<i>Total Local Expenditures/Transfers</i>	<i>1,483,108</i>	<i>99,555</i>	<i>1,482,663</i>
PAYMENTS TO OTHER GOVERNMENTS				
4931	Taxes Assessed for County	240,726		240,726
4932	Taxes Assessed for Village Dist.			
4933	Taxes Assessed for Local Educ.	1,050,722		1,050,722
4934	Taxes Assessed for State Educ.	341,275		341,275
4939	Payments to Other Governments			
Less Proprietary Funds or Capital Project Funds				
		3,114,832	99,555	3,121,803

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)
4919	Sold cemetery lots. This is a transfer of sale to trustees
4902	Expenditures from CRF Aut 3915 For equipment purchase as agents on CRF
4903	Expenditures from CRF aut 3915 for building improvements as agents on CRF
4912	close Police Permit Fees check book

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.

Sugar Hill	
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)	2,746,290	2,764,227
3120	Land Use Change Taxes - General Fund	18,000	28,000
3121	Land Use Change Taxes - Conservation Fund		
3180	Resident Taxes		
3185	Timber Taxes	6,500	6,533
3186	Payment in Lieu of Taxes		
3187	Excavation Tax (\$.02 cents per cu yd)		
3189	Other Taxes		
3190	Interest & Penalties on Delinquent Taxes	22,107	23,850
	Inventory Penalties		
	LICENSES, PERMITS & FEES		
3210	Business Licenses & Permits	150	195
3220	Motor Vehicle Permit Fees	120,000	126,932
3230	Building Permits	500	2,363
3280	Other Licenses, Permits & Fees	1,500	1,256
3311-3319	From Federal Government	19,000	2,629
	FROM STATE		
3351	Shared Revenues		
3352	Meals & Rooms Tax Distribution	25,134	25,134
3353	Highway Block Grant	53,481	53,481
3354	Water Pollution Grant		
3355	Housing & Community Development		
3356	State & Federal Forest Land Reimbursement		
3357	Flood Control Reimbursement		
3359	Other (Including Railroad Tax)	5,000	6,164
3379	From Other Governments		382
	CHARGES FOR SERVICES		
3401-3406	Income from Departments	5,000	5,623
3409	Other Charges		
	MISCELLANEOUS REVENUES		
3501	Sale of Municipal Property	800	1,200
3502	Interest on Investments	500	527
3503-3509	Other	5,870	6,345
	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		97,720
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			
		3,029,832	3,152,561

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

Sugar Hill

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	538,128	537,818
b. Investments	1030		
c. Restricted Assets			82,247
d. Taxes receivable (See Section D, page 7)	1080	225,406	232,470
e. Tax liens receivable (See Section D, page 7)	1110	86,389	140,180
f. Accounts receivable	1150		1,300
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	6,173	6,173
		856,096	1,000,188
LIABILITIES			
a. Warrants and accounts payable	2020		5,975
b. Compensated absences payable	2030		
c. Contracts payable	2050		
d. Due to other governments	2070		
e. Due to school districts	2075	512,897	620,256
f. Due to other funds	2080		
g. Deferred revenue	2220		
h. Notes payable - Current	2230		
i. Bonds payable - Current	2250		
j. Other payables	2270		
		512,897	626,231
FUND BALANCES			
a. Nonspendable Fund Balance	2440	6,173	6,173
b. Restricted Fund Balance	2450		
c. Committed Fund Balance	2460	20,000	30,000
d. Assigned Fund Balance	2490	72,794	82,247
e. Unassigned Fund Balance	2530	244,232	255,537
		343,199	373,957
		856,096	1,000,188

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-6	RECONCILIATION (to assist in balance sheet preparation)			
A. GENERAL FUND BALANCE SHEET RECONCILIATION				
	Total Revenues From Page 5		3,152,561	
	Less Expenditures From Page 4		3,121,803	
	Increase (decrease)		30758	
	Ending Fund Equity From Balance Sheet		373,957	These cells should be equal
	Less Beginning Fund Equity From Balance Sheet		343,199	
	Increase (decrease)		30758	
B. RECONCILIATION OF SCHOOL DISTRICT LIABILITY ACCT. #2076			Amount	
	1. School district liability at beg. of year (From balance sheet Acct # 2075, column b)		512,897	
	2. ADD: School district assessment for current year		1,391,997	
	3. TOTAL LIABILITY WITHIN CURRENT YEAR (Sum of lines 1 and 2)		1,904,894	
	4. SUBTRACT: Payments made to school district		< 1,284,638 >	
	(To balance sheet Acct # 2075, column c)		620,256	
C. RECONCILIATION OF TAX ANTICIPATION NOTES			Amount	
	1. Short-term (TANS) debt at beginning of year	\$	-	
	2. ADD: New issues during current year		350,000	
	3. SUBTRACT: Issues retired during current year	<	35,000	>
	4. Short-term (TANS) debt outstanding at end of year (Lines 1 + 2 - 3) (To balance sheet in Acct # 2230, column c)		315,000	
SAMPLE FIGURES USED FOR ILLUSTRATION. USE THE MUNICIPALITY'S ACTUAL FIGURES				

