


FORM F-65(MS-5)
(7-1-2004)
STATE OF NEW HAMPSHIRE
DEPARTMENT OF REVENUE ADMINISTRATION
COMMUNITY SERVICES DIVISION



ANNUAL CITY/TOWN
FINANCIAL REPORT
R.S.A. CHAPTER 21-J

TOWN OF LITCHFIELD
CHR BD SELECTMEN

(Please correct any error in name, address, and ZIP Code)

PLEASE
RETURN
COMPLETED
FORM TO

State of New Hampshire
Department of Revenue Administration
Community Services Division
P.O. Box 487
Concord, NH 03302-0487
Telephone: (603) 271-3397

Part I GENERAL FUND - Revenues and expenditures for the period - Specify
January 1, 2008 to December 31, 2008 OR --L

A. REVENUES - Modified Accrual	Account No.	Amount
1. Revenue from taxes (Including state education)	(a)	(b)
a. Property taxes (commitment less overlay Plus Section C, line 6, column (c), page 12)	3110	T01 \$ 15,123,804
b. State and local taxes assessed for school districts \$ 11,765,346.00	4933	
c. Land use change taxes	3120	T01
d. Resident taxes	3180	T01
e. Timber taxes	3185	T01 580
f. Payments in lieu of taxes	3186	U99 28,982
g. Other taxes (Explain on separate schedule)	3189	T01
h. Interest and penalties on delinquent taxes	3190	T01 65,243
i. Excavation Tax (@\$.02 per cu. yd.)	3187	T99 2,276
j. TOTAL (Excluding line 1b) ----- >		\$ 15,220,885
2. TOTAL revenues for education purposes (This entry should be used by the few municipalities which have dependent school districts only)		\$
3. Revenue from licenses, permits, and fees		
a. Business licenses and permits	3210	T01 136,580
b. Motor vehicle permit fees	3220	T01 1,310,312
c. Building permits	3230	T99 22,768

Part I GENERAL FUND (Continued)

A. REVENUES - Modified Accrual (Continued)	Account No.	T99	Amount
3. Revenue from licenses, permits and fees (Cont'd)	(a)	T99	(b)
d. Other licenses, permits, and fees	3290	T99	31,227
e. TOTAL ----->		\$	1,500,887
4. Revenue from the federal government		B50	
a. Housing and urban renewal (HUD)	3311	\$	
b. Environmental protection	3312	B89	
c. Other federal grants and reimbursements - Specify (FEMA;)	3319	B89	140,926
d. TOTAL ----->		\$	140,926
5. Revenue from the State of New Hampshire		C30	
a. Shared revenue block grant	3351	\$	64,378
b. Meals and rooms distribution	3352	C30	375,930
c. Highway block grant	3353	C46	170,110
d. Water pollution grants	3354	C89	
e. Housing and community development	3355	C50	
f. State and federal forest land reimbursement	3356	C89	5,000
g. Flood control reimbursement	3357	C89	
h. Other state grants and reimbursements - Specify BIKE PATH PROJECT, GAS TAX REFUND	3359	C	42,266
i. TOTAL ----->		\$	657,684
6. Revenue from other governments		D	
Intergovernmental revenue - Other	3379	\$	
7. Revenue from charges for services (Exclude interfund transfers)		A89	
a. Income from departments	3401	\$	25,115
b. Water supply system charges	3402	A91	
c. Sewer user charges	3403	A80	
d. Garbage-refuse charges	3404	A81	
e. Electric user charges	3405	A92	
f. Airport fees	3406	A01	
g. Parking		A60	
h. Transit or bus system		A60	
i. Parks and Recreation		A61	
g. Other charges RECYCLING	3409	A89	53,197
h. TOTAL ----->		\$	78,312

Part I GENERAL FUND (Continued)

A. REVENUES - Modified Accrual (Continued)

	Account No.	Amount
8. Revenue from miscellaneous sources	(a)	(b)
a. Special assessments	3500	U01 \$
b. Sale of municipal property	3501	U11
c. Interest on investments	3502	U20 68,770
d. Rents of property	3503	U40
e. Fines and forfeits	3504	U99 2,143
f. Insurance dividends and reimbursements	3506	U99 42,937
g. Contributions and donations	3508	U99
h. Other miscellaneous sources not otherwise classified	3509	U99 41,384
i. TOTAL ----- >		\$ 155,234
9. Interfund operating transfers in		
a. Transfers from special revenue fund	3912	\$
b. Transfers from capital projects fund	3913	
c. Transfers from proprietary funds	3914	
d. Transfers from capital reserve fund	3915	
e. Transfers from trust and agency funds	3916	
f. TOTAL ----- >		\$
10. Other financial sources		
a. Proceeds from long-term notes and general obligation bonds	3934	\$
b. Proceeds from all other bonds	3935	
c. Other long-term financial sources	3939	
d. TOTAL ----- >		\$
11. TOTAL REVENUES FROM ALL SOURCES ----- >		\$ 17,753,928
12. TOTAL FUND EQUITY (Beginning of year) (Should equal line B.2f, column b, page 9) ----- >		\$ 2,081,988 ✓
13. TOTAL OF LINES 11 AND 12 (Should equal line 21, page 8) ----- >		\$ 19,835,916 ✓

Remarks

Part I GENERAL FUND (Continued)

B. EXPENDITURES - Modified Accrual	Account No. (a)	Total expenditure (b)	Equipment and land purchases (c)	Construction (d)
1. General government				
a. Executive	4130	E29 185,144	G29	F29
b. Election and registration	4140	E89 91,098	G89	F89
c. Financial administration	4150	E23 326,412	G23 1,716	F23
d. Revaluation of property	4152	E23	G23	F23
e. Legal expense	4153	E25 114,252	G25	F25
f. Personnel administration	4155	E29 246,541	G29	F29
g. Planning and zoning	4191	E29 66,141	G29	F29
h. General government building	4194	E31 106,335	G31	F31
i. Cemeteries	4195	E89 1,600	G89	F89
j. Insurance not otherwise allocated	4196	E89 47,936	G89	F89
k. Advertising and regional association	4197	E89	G89	F89
l. Other general government	4199	E89 207,354	G89	F89
m. TOTAL ----- >		\$ 1,392,813	\$ 1,716	\$ -
2. Public safety				
a. Police	4210	E62 1,085,481	G62 9,706	F62 \$
b. Ambulance	4215	E32 31,227	G32	F32
c. Fire	4220	E24 550,480	G24 69,760	F24
d. Building inspection (code enforcement)	4240	E66 57,036	G66	F66
e. Emergency management	4290	E89 46,545	G89	F89
f. Other public safety (including communications)	4299	E89	G89	F89
g. TOTAL ----- >		\$ 1,770,769	\$ 79,466	\$ -
3. Airport/Aviation center				
a. Administration	4301	\$	\$	\$
b. Airport operations	4302			
c. Other	4309			
d. TOTAL ----- >		E01 \$ -	G01 \$ -	F01 \$ -

Remarks

Part I GENERAL FUND (Continued)

B. EXPENDITURES - Modified Accrual (Continued)

	Account No. (a)	Total expenditure (b)	Equipment and land purchases (c)	Construction (d)
4. Highways and streets				
a. Administration	4311	35,777	2,995	\$
b. Highways and streets	4312	1,015,155		520,342
c. Bridges	4313			
d. Street lighting	4316	17,406		
e. Other highway, streets, and bridges	4319			
f. TOTAL ----->		E44 \$ 1,068,338	G44 \$ 2,995	F44 \$ 520,342
5. Sanitation				
a. Administration	4321	80,143	\$	\$
b. Solid waste collection	4323		G81	F81
c. Solid waste disposal	4324	318,065	G81	F81
d. Solid waste clean-up	4325		G81	F81
e. Sewage collection and disposal	4326		G80	F80
f. Other sanitation	4329		G80	F80
g. TOTAL ----->		E80 \$ 398,208	G80 \$ -	F80 \$ -
6. Water distribution and treatment				
a. Administration	4331	\$	\$	\$
b. Water services	4332			
c. Water treatment	4335			
d. Water conservation	4338			
e. Other water	4339			
f. TOTAL ----->		E91 \$ -	G91 \$ -	F91 \$ -
7. Electric				
a. Administration	4351	\$	\$	\$
b. Generation	4352			
c. Purchase costs	4353			
d. Equipment maintenance	4354			
e. Other electric	4359			
f. TOTAL ----->		E92 \$ -	G92 \$ -	F92 \$ -

Part I GENERAL FUND (Continued)

B. EXPENDITURES - Modified Accrual (Continued)

	Account No. (a)	Total expenditure (b)	Equipment and land purchases (c)	Construction (d)
8. Health				
a. Administration	4411	1,591	\$	\$
b. Pest Control	4414	46,317	1,826	
c. Health agencies and hospitals	4415	11,495		
d. Vital Statistics	4140			
e. Other Health	4419			
f. TOTAL ----->		E32 \$ 59,403	G32 \$ 1,826	F32 \$ -
9. TOTAL expenditures for education purposes (This entry should be used by the few municipalities which have dependent school districts only)		\$	\$	\$
10. Welfare		E79	G79	F79
a. Administration	4441		\$	\$
b. Direct assistance	4442	E67		
c. Intergovernmental welfare payments	4444	M79		
d. Vendor payments	4445	E75 16,632		
e. Other welfare	4449	E79	G79	F79
f. TOTAL ----->		\$ 16,632	\$ -	\$ -
11. Culture and recreation				
a. Parks and recreation	4520	E61 77,589	G61 \$	F61 \$
b. Library	4550	E52 167,646	G52 1,365	F52
c. Patriotic purposes	4583	E61 1,297	G61	F61
d. Other culture and recreation	4589	E61 36,041	G61 20,000	F61
e. TOTAL ----->		\$ 282,573	\$ 21,365	\$ -
12. Conservation				
a. Administration	4611	3,029	\$	\$
b. Purchase of natural resources	4612			
c. Other conservation	4619			
d. TOTAL ----->		E59 \$ 3,029	G59 \$ -	F59 \$ -
13. Redevelopment and housing				
a. Administration	4631	\$	\$	\$
b. Redevelopment and housing	4632			
c. TOTAL ----->		E50 \$ -	G50 \$ -	F50 \$ -

Part I GENERAL FUND (Continued)

B. EXPENDITURES - Modified Accrual (Continued)

	Account No. (a)	Total expenditure (b)	Equipment and land purchases (c)	Construction (d)
14. Economic development				
a. Administration	4651	\$	\$	\$
b. Economic development	4652			
c. Other economic development	4659			
d. TOTAL ----->		E89 \$ -	G89 \$	F89 \$
15. Debt service				
a. Principal long term bonds and notes	4711			
b. Interest on long term bonds and notes	4721	189		
c. Interest on tax and revenue anticipation notes	4723	189		
d. Other debt service charges	4790	E23		
e. TOTAL ----->		\$ -		
16. Capital outlay			G	F
a. Land and improvements	4901		\$	
b. Machinery, vehicles, and equipment	4902		G	
c. Buildings	4903			F
d. Improvements other than buildings	4909			F
e. TOTAL ----->			G \$ -	F \$ -
17. Interfund operating transfers out				
a. Transfers to special revenue funds	4912			
b. Transfers to capital projects funds	4913			
c. Transfers to proprietary funds	4914			
d. Transfers to capital reserve funds	4915			
e. Transfers to trust and agency funds	4916			
f. TOTAL ----->		\$ -		

Remarks

Part I GENERAL FUND (Continued)

B. EXPENDITURES - Modified Accrual (Continued)

	Account No. (a)	Total expenditure (b)	Equipment and land purchases (c)	Construction (d)
18. Payments to other governments				
a. Taxes assessed for county	4931	\$ 887,286.00		
b. Taxes assessed for precincts/village districts	4932			
c. Local education taxes assessed	4933	9,870,148.00		
d. State education taxes assessed	4939	1,895,198.00		
e. Payments to other governments	4939			
f. TOTAL ----->		\$ 12,652,632		
19. TOTAL EXPENDITURES ----->		\$ 17,644,397	\$ 107,368	\$ 520,342
20. TOTAL FUND EQUITY (End of year) (Should equal line B.2f, column c, on page 9 and line 13 on page 3, less line 19 above) ----->		\$ 2,191,519		
21. TOTAL OF LINES 19 AND 20 (Should equal line 13 on page 3) ----->		\$ 19,835,916		

Part II

This area may be used to provide the detail requested wherever "Explain" or "Specify" is found. If additional space is needed, please go to page 18.

Account number (a)	Item (b)	Amount (c)

Part III GENERAL FUND BALANCE SHEET -

Please specify the period --<

As of December 31, 2004 OR June 30, 2005

A. ASSETS	Account No. (a)	Beginning of year (b)	End of year (c)
1. Current assets			
a. Cash and equivalents	1010	29,090	33,596
b. Investments	1030	4,670,294	5,743,986
c. Taxes receivable (See worksheet, page 12)	1080	562,298	593,149
d. Tax liens receivable (See worksheet, page 12)	1110	86,431	109,819
e. Accounts receivable	1150	20,056	33,572
f. Due from other governments (FROM STATE)	1260		56,135
g. Due from other funds	1310	16,314	74,303
h. Other current assets	1400		33,000
i. Tax deeded property (subject to resale)	1670		
j. TOTAL ASSETS (Should equal line B3) ----- >		\$ 5,384,483	\$ 6,677,560
B. LIABILITIES AND FUND EQUITY			
1. Current liabilities			
a. Warrants and accounts payable	2020	249,824	289,886
b. Compensated absences payable	2030		
c. Contracts payable	2050		
d. Due to other governments	2070		
e. Due to school districts	2075	2,932,424	4,071,633
f. Due to other funds	2080	15,586	78,545
g. Deferred revenue	2220	104,661	43,921
h. Notes payable - Current	2230		
i. Bonds payable - Current	2250		
j. Other payables	2270		2,056
k. TOTAL LIABILITIES ----->		\$ 3,302,495	\$ 4,486,041
2. Fund equity			
a. Reserve for encumbrances (Please detail on page 18)	2440	693,208	127,942
b. Reserve for continuing appropriations (Detail on p. 18)	2450	316,375	483,884
c. Reserve for appropriations voted from surplus	2460		
d. Reserve for special purposes (Please detail on p. 18)	2490		
e. Unreserved fund balance	2530	1,072,405	1,579,693
f. TOTAL FUND EQUITY ----->		✓ \$ 2,081,988	\$ 2,191,519
3. TOTAL LIABILITIES AND FUND EQUITY ----->			
(Should equal line A1) ----->		\$ 5,384,483	\$ 6,677,560

\$ 6,677,560
\$ (0)

Part IV **DETAIL**

This page may be used to provide the detail requested wherever "Explain" or "Specify" is found. If additional space is needed, please add extra pages using the following format. Please show the detail and the total for each.

Account Number (a)	Item (b)	Amount (c)
2440	RESERVE FOR ENCUMBRANCE	
	HERITAGE	33,000.00
	CULVERT - TALENT RD	44,542.00
	IMPACT FEE STUDY	7,400.00
	DRAINAGE IMPROVEMENTS	43,000.00
		127,942.00

Please Detail Reserves from page 9 (Balance Sheet)

Account Number (a)	Item (b)	Amount (c)
2450	RESERVES	
	FIRE POND	970.00
	PINCREST RD	2,496.00
	FIRE EQ GRANT	4,199.00
	DRAINAGE SYSTEM	6,637.00
	HIGHWAY GRANT	469,582.00
		483,884.00

Part V **GENERAL FUND**

A. PLEASE LIST THE ANNUAL REQUIREMENTS TO AMORTIZE ALL GENERAL OBLIGATION
(Debt as of (enter date) _____ to the ensuing five years)

	Year (a)	Principal (b)	interest (c)	Total (d)
1. NA V				\$ -
2.				\$ -
3.				\$ -
4.				\$ -
5.				\$ -
6. SUBTOTAL (Sum of lines 1-5)		\$ -	\$ -	\$ -
7. Remaining periods of debt				\$ -
8. TOTAL ----->		\$ -	\$ -	\$ -

Part V GENERAL FUND (Continued)

D. AMORTIZATION OF LONG-TERM DEBT

As of December 31, 200 OR June 30, 200 (Please specify date)

Description (a)	Original obligation (b)	Purpose (c)	Annual installment (d)	Interest rate (e)	Date of final payment (f)	Bonds o/s at beginning of year (g)	Bonds issued this year (h)	Bonds retired this year (i)	Bonds o/s at end of year (j)
	\$		\$						\$
NA									
TOTALS	\$					\$	\$	\$	\$

Remarks

Part VI RECONCILIATIONS

A. RECONCILIATION OF SCHOOL DISTRICT LIABILITY		Amount
1. School district liability at beginning of year <i>(Account number 2075, column b, on page 9)</i>	\$	2,932,424
2. Add: School district assessment for current year		11,765,346
3. TOTAL LIABILITY WITHIN CURRENT YEAR (Sum of lines 1 and 2)		14,697,770
4. SUBTRACT: Payments made to school district	<	10,626,137 >
5. School district liability at end of year (lines 3 less line 4) <i>(Account number 2075, column c, on page 9)</i>		4,071,633
B. RECONCILIATION OF TAX ANTICIPATION NOTES		Amount
1. Short-term (TANS) debt at beginning of year	61V \$	-
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) <i>(Be sure to include (TANS) in Account number 2230, column c, page 9)</i>	64V \$	-

PLEASE REFER TO THE INSTRUCTIONS TO COMPLETE SECTIONS C AND D

C. ALLOWANCE FOR ABATEMENTS WORKSHEET	Current year (a)	Prior years (b)	TOTAL (c)
1. Overlay/Allowance for Abatements (Beginning of year) *	14,838	25,000	39,838
2. SUBTRACT: Abatements made (From tax collector's report)	(11,333)		(11,333)
3. SUBTRACT: Discounts			-
4. SUBTRACT: Refunds (Cash abatements)	(25,295)		(25,295)
5. ESTIMATED ALLOWANCE FOR ABATEMENTS AT END OF YEAR **	(14,838)	(10,162)	(25,000)
6. Excess of estimate (Add to revenue on page 1, line 1a)	(36,628)	14,838	(21,790)

*Use overlay amount for column (a) and use last year's balance of line 5, Allowance for Abatements for column b (see your form from last year).

**The amount in column c will go into line 1(b) for next year's worksheet.

D. TAXES/LIENS RECEIVABLE WORKSHEET	1080 taxes (a)	1110 liens (b)	TOTALS (c)
1. Uncollected, end of year	607,987	119,981	727,968
2. SUBTRACT: "Overlay" carried forward as Allowance for Abatements (from Worksheet C, line 5)	(14,838)	(10,162)	(25,000)
3. Receivable, end of year *	593,149	109,819	702,968

* (These amounts are entered on page 9, account numbers 1080 and 1110, column c)

Part VII SUMMARY OF REVENUES FOR ALL OTHER FUNDS -

Please specify the period --K

REVENUE AND OTHER FINANCING SOURCES	Capital Projects (a)		Special Revenue (b)		Proprietary funds	
	T01 \$	T99	T01 \$	T99	Enterprise (c)	Internal service (d)
1. Revenue from taxes			T01 \$ 78,000		T01 \$	
2. Revenue from licenses, permits, and fees					T99	
3. Revenue from the federal government		B89			B89	
4. Revenue from the State of New Hampshire		C89			C89	
5. Revenue from other governments		D89			D89	
6. Revenue from charges for services					A91	
(a) Water supply system charges					A80	
(b) Sewer user charges					A81	
(c) Garbage/refuse collection charges	A92		A92		A92	
(d) Electric	A01		A01		A01	
(e) Airport and aviation	A44		A44		A44	
(f) Highway and toll facilities	A61		A61	3,704	A61	
(g) Parks and recreation	A60		A60		A60	
(h) Parking	A94		A94		A94	
(i) Transit or bus system	A		A		A	
(j) Other - Specify --K						
(1) POLICE DETAILS	A		A	24,833	A	
(2)						
(3)						
7. Revenue from miscellaneous sources	U20		U20		U20	
(a) Interest on investments	U99		U99	175,846	U99	
(b) Other miscellaneous sources				17,142		
8. Interfund operating transfers in						
9. Other financial sources						
10. TOTAL REVENUE AND OTHER SOURCES	\$		\$	299,525	\$	\$

Part VIII SUMMARY OF EXPENDITURES FOR ALL OTHER FUNDS - Please specify the period --a

EXPENDITURES (BY FUNCTIONS)	Capital Projects (a)		Special Revenue (b)	Proprietary funds Enterprise (c)		Internal service (d)
	F89 \$	F89		E89 \$	E89	
1. General government			E89 \$ 32,885	E89 \$		
2. Public Safety			E89 34,322	E89		
3. Airport/Aviation center	F01		E01	E01		
4. Highway and streets	F44		E44	E44		
5. Sanitation	F80		E80	E80		
6. Water distribution and treatment	F91		F91	E91		
7. Electric	F92		E92	E92		
8. Health	F32		E32	E32		
9. Welfare	F79		E79	E79		
10. Culture and recreation	F61		E61 17,095	E61		
11. Parking	F60		E60	E60		
12. Transit or bus system	F94		E94	E94		
13. Conservation	F59		E59 419,500	E59		
14. Redevelopment and housing	F50		E50	E50		
15. Economic development	F89		E89	E89		
16. Debt service			E23	E23		
17. Capital outlay	F89		F89	F89		
18. Interfund operating transfers out						
19. Payments to other governments						
20. TOTAL EXPENDITURES		\$	\$ 503,802	\$	\$	\$
Remarks						

