



**New Hampshire**  
Department of  
Revenue Administration

2019  
MS-535

## Financial Report of the Budget

## Windham

For the period ending December 31, 2018

## GOVERNING BODY CERTIFICATION

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.

Name	Position	Signature
Bruce R. BRETON	BOS	
Ross A. McLeod	BOS	
Heath Partington	BOS	

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:  
<https://www.proptax.org/>

**For assistance please contact:**  
NH DRA Municipal and Property Division  
(603) 230-5090  
<http://www.revenue.nh.gov/mun-prop/>



**New Hampshire**  
Department of  
Revenue Administration

**2019**  
**MS-535**

**Expenditures**

Account	Purpose	Voted Appropriations	Actual Expenditures
<b>General Government</b>			
4130-4139	Executive	\$3,330	\$3,321
4140-4149	Election, Registration, and Vital Statistics	\$36,300	\$23,884
4150-4151	Financial Administration	\$1,404,095	\$1,302,500
<i>Explanation: Funds encumbered into 2019</i>			
4152	Revaluation of Property	\$189,790	\$185,487
4153	Legal Expense	\$50,400	\$64,516
4155-4159	Personnel Administration	\$0	\$0
4191-4193	Planning and Zoning	\$522,250	\$490,648
4194	General Government Buildings	\$430,815	\$428,558
4195	Cemeteries	\$41,450	\$32,833
4196	Insurance	\$352,780	\$351,783
4197	Advertising and Regional Association	\$0	\$0
4199	Other General Government	\$4,000	\$24,558
<b>General Government Subtotal</b>		<b>\$3,035,210</b>	<b>\$2,908,088</b>
<b>Public Safety</b>			
4210-4214	Police	\$3,233,355	\$3,200,429
4215-4219	Ambulance	\$0	\$0
4220-4229	Fire	\$3,404,995	\$3,330,421
4240-4249	Building Inspection	\$0	\$0
4290-4298	Emergency Management	\$10,670	\$4,391
4299	Other (Including Communications)	\$475,110	\$464,797
<b>Public Safety Subtotal</b>		<b>\$7,124,130</b>	<b>\$7,000,038</b>
<b>Airport/Aviation Center</b>			
4301-4309	Airport Operations	\$0	\$0
<b>Airport/Aviation Center Subtotal</b>		<b>\$0</b>	<b>\$0</b>
<b>Highways and Streets</b>			
4311	Administration	\$0	\$0
4312	Highways and Streets	\$1,177,420	\$1,138,806
4313	Bridges	\$0	\$0
4316	Street Lighting	\$18,890	\$18,064
4319	Other	\$0	\$0
<b>Highways and Streets Subtotal</b>		<b>\$1,196,310</b>	<b>\$1,156,870</b>



**New Hampshire**  
Department of  
Revenue Administration

**2019**  
**MS-535**

**Expenditures**

Account	Purpose	Voted Appropriations	Actual Expenditures
<b>Sanitation</b>			
4321	Administration	\$0	\$0
4323	Solid Waste Collection	\$0	\$0
4324	Solid Waste Disposal	\$936,765	\$928,433
4325	Solid Waste Cleanup	\$0	\$0
4326-4328	Sewage Collection and Disposal	\$0	\$0
4329	Other Sanitation	\$0	\$0
<b>Sanitation Subtotal</b>		<b>\$936,765</b>	<b>\$928,433</b>
<b>Water Distribution and Treatment</b>			
4331	Administration	\$0	\$0
4332	Water Services	\$0	\$0
4335	Water Treatment	\$0	\$0
4338-4339	Water Conservation and Other	\$0	\$0
<b>Water Distribution and Treatment Subtotal</b>		<b>\$0</b>	<b>\$0</b>
<b>Electric</b>			
4351-4352	Administration and Generation	\$0	\$0
4353	Purchase Costs	\$0	\$0
4354	Electric Equipment Maintenance	\$0	\$0
4359	Other Electric Costs	\$0	\$0
<b>Electric Subtotal</b>		<b>\$0</b>	<b>\$0</b>
<b>Health</b>			
4411	Administration	\$0	\$0
4414	Pest Control	\$0	\$0
4415-4419	Health Agencies, Hospitals, and Other	\$46,690	\$45,826
<b>Health Subtotal</b>		<b>\$46,690</b>	<b>\$45,826</b>
<b>Welfare</b>			
4441-4442	Administration and Direct Assistance	\$40,540	\$52,720
4444	Intergovernmental Welfare Payments	\$0	\$0
4445-4449	Vendor Payments and Other	\$0	\$0
<b>Welfare Subtotal</b>		<b>\$40,540</b>	<b>\$52,720</b>
<b>Culture and Recreation</b>			
4520-4529	Parks and Recreation	\$234,010	\$216,814
4550-4559	Library	\$1,151,010	\$1,124,219
4583	Patriotic Purposes	\$0	\$0
4589	Other Culture and Recreation	\$133,700	\$124,539
<b>Culture and Recreation Subtotal</b>		<b>\$1,518,720</b>	<b>\$1,465,572</b>



**Expenditures**

Account	Purpose	Voted Appropriations	Actual Expenditures
<b>Conservation and Development</b>			
4611-4612	Administration and Purchasing of Natural Resources	\$0	\$0
4619	Other Conservation	\$6,350	\$3,655
4631-4632	Redevelopment and Housing	\$0	\$0
4651-4659	Economic Development	\$0	\$0
	<b>Conservation and Development Subtotal</b>	<b>\$6,350</b>	<b>\$3,655</b>
<b>Debt Service</b>			
4711	Long Term Bonds and Notes - Principal	\$161,513	\$161,512
4721	Long Term Bonds and Notes - Interest	\$20,789	\$20,789
4723	Tax Anticipation Notes - Interest	\$500	\$0
4790-4799	Other Debt Service	\$0	\$0
	<b>Debt Service Subtotal</b>	<b>\$182,802</b>	<b>\$182,301</b>
<b>Capital Outlay</b>			
4901	Land	\$2,001,500	\$0
	<i>Explanation: Wording of warrant revised and included in FY 19 (WA #5)</i>		
4902	Machinery, Vehicles, and Equipment	\$280,000	\$549,745
	<i>Explanation: Expenditure of prior year encumbrances</i>		
4903	Buildings	\$70,000	\$62,300
4909	Improvements Other than Buildings	\$875,000	\$339,157
	<i>Explanation: Funds encumbered into 2019</i>		
	<b>Capital Outlay Subtotal</b>	<b>\$3,226,500</b>	<b>\$951,202</b>
<b>Operating Transfers Out</b>			
4912	To Special Revenue Fund	\$32,500	\$41,576
	<i>Explanation: Includes transfer of SB 38 block grant to project fund (\$11,360)</i>		
4913	To Capital Projects Fund	\$0	\$0
4914A	To Proprietary Fund - Airport	\$0	\$0
4914E	To Proprietary Fund - Electric	\$0	\$0
4914O	To Proprietary Fund - Other	\$0	\$0
4914S	To Proprietary Fund - Sewer	\$0	\$0
4914W	To Proprietary Fund - Water	\$0	\$0
4915	To Capital Reserve Fund	\$0	\$0
4916	To Expendable Trusts/Fiduciary Funds	\$80,000	\$80,000
4917	To Health Maintenance Trust Funds	\$0	\$0
4918	To Non-Expendable Trust Funds	\$0	\$0
4919	To Fiduciary Funds	\$0	\$0
	<b>Operating Transfers Out Subtotal</b>	<b>\$112,500</b>	<b>\$121,576</b>



**Expenditures**

Account	Purpose	Voted Appropriations	Actual Expenditures
<b>Payments to Other Governments</b>			
4931	Taxes Assessed for County	\$0	\$2,531,334
4932	Taxes Assessed for Village District	\$0	\$21,190
4933	Taxes Assessed for Local Education	\$0	\$38,748,271
4934	Taxes Assessed for State Education	\$0	\$5,381,912
4939	Payments to Other Governments	\$0	\$0
<b>Payments to Other Governments Subtotal</b>			<b>\$46,682,707</b>
<b>Total Before Payments to Other Governments</b>		<b>\$17,426,517</b>	<b>\$14,816,281</b>
<b>Plus Payments to Other Governments</b>			<b>\$46,682,707</b>
<b>Plus Commitments to Other Governments from Tax Rate</b>		<b>\$46,682,707</b>	
<b>Less Proprietary/Special Funds</b>		<b>\$32,500</b>	<b>\$30,216</b>
<b>Total General Fund Expenditures</b>		<b>\$64,076,724</b>	<b>\$61,468,772</b>



**Revenues**

Account	Source of Revenues	Estimated Revenues	Actual Revenues
<b>Taxes</b>			
3110	Property Taxes	\$0	\$54,420,989
3120	Land Use Change Tax - General Fund	\$0	\$0
3121	Land Use Change Taxes (Conservation)	\$0	\$0
3180	Resident Tax	\$0	\$0
3185	Yield Tax	\$3,000	\$2,163
3186	Payment in Lieu of Taxes	\$10,045	\$0
3187	Excavation Tax	\$0	\$0
3189	Other Taxes	\$16,000	\$16,507
3190	Interest and Penalties on Delinquent Taxes	\$155,000	\$162,906
9991	Inventory Penalties	\$0	\$0
<b>Taxes Subtotal</b>		<b>\$184,045</b>	<b>\$54,602,565</b>
<b>Licenses, Permits, and Fees</b>			
3210	Business Licenses and Permits	\$0	\$0
3220	Motor Vehicle Permit Fees	\$3,850,000	\$3,913,816
3230	Building Permits	\$245,000	\$266,293
3290	Other Licenses, Permits, and Fees	\$158,650	\$155,054
3311-3319	From Federal Government	\$0	\$0
<b>Licenses, Permits, and Fees Subtotal</b>		<b>\$4,253,650</b>	<b>\$4,335,163</b>
<b>State Sources</b>			
3351	Shared Revenues	\$0	\$0
3352	Meals and Rooms Tax Distribution	\$742,470	\$742,470
3353	Highway Block Grant	\$341,224	\$341,031
3354	Water Pollution Grant	\$0	\$0
3355	Housing and Community Development	\$0	\$0
3356	State and Federal Forest Land Reimbursement	\$0	\$0
3357	Flood Control Reimbursement	\$0	\$0
3359	Other (Including Railroad Tax)	\$491,320	\$62,207
Explanation: <i>No bridge aid revenue received or recognized in current year (warrant article #12)</i>			
3379	From Other Governments	\$0	\$3,523
<b>State Sources Subtotal</b>		<b>\$1,575,014</b>	<b>\$1,149,231</b>
<b>Charges for Services</b>			
3401-3406	Income from Departments	\$569,831	\$633,108
3409	Other Charges	\$295,000	\$295,000
<b>Charges for Services Subtotal</b>		<b>\$864,831</b>	<b>\$928,108</b>
<b>Miscellaneous Revenues</b>			
3501	Sale of Municipal Property	\$27,001	\$32,454
3502	Interest on Investments	\$22,000	\$33,744
3503-3509	Other	\$114,125	\$117,785
<b>Miscellaneous Revenues Subtotal</b>		<b>\$163,126</b>	<b>\$183,983</b>



**Revenues**

Account	Source of Revenues	Estimated Revenues	Actual Revenues
<b>Interfund Operating Transfers In</b>			
3912	From Special Revenue Funds	\$32,500	\$29,269
3913	From Capital Projects Funds	\$0	\$0
3914A	From Enterprise Funds: Airport (Offset)	\$0	\$0
3914E	From Enterprise Funds: Electric (Offset)	\$0	\$0
3914O	From Enterprise Funds: Other (Offset)	\$0	\$0
3914S	From Enterprise Funds: Sewer (Offset)	\$0	\$0
3914W	From Enterprise Funds: Water (Offset)	\$0	\$0
3915	From Capital Reserve Funds	\$0	\$0
3916	From Trust and Fiduciary Funds	\$100,000	\$88,530
3917	From Conservation Funds	\$0	\$0
<b>Interfund Operating Transfers In Subtotal</b>		<b>\$132,500</b>	<b>\$117,799</b>
<b>Other Financing Sources</b>			
3934	Proceeds from Long Term Bonds and Notes	\$2,000,000	\$0
<i>Explanation: Warrant article re-written for 2019 (#5) and bonds will be issued in 2019</i>			
<b>Other Financing Sources Subtotal</b>		<b>\$2,000,000</b>	<b>\$0</b>
<b>Less Proprietary/Special Funds</b>			
<b>Plus Property Tax Commitment from Tax Rate</b>		<b>\$32,500</b>	<b>\$29,269</b>
<b>Total General Fund Revenues</b>		<b>\$54,626,614</b>	<b>\$63,767,280</b>
			<b>\$61,287,580</b>



**Balance Sheet**

Account	Description	Starting Balance	Ending Balance
<b>Current Assets</b>			
1010	Cash and Equivalents	\$19,447,695	\$19,900,481
1030	Investments	\$0	\$0
1080	Tax Receivable	\$1,254,232	\$1,444,528
1110	Tax Liens Receivable	\$628,641	\$647,587
<i>Explanation: Includes allowance of \$75,000</i>			
1150	Accounts Receivable	\$276,134	\$254,054
1260	Due from Other Governments	\$0	\$0
1310	Due from Other Funds	\$3	\$45,440
1400	Other Current Assets	\$0	\$0
1670	Tax Deeded Property (Subject to Resale)	\$0	\$0
<b>Current Assets Subtotal</b>		<b>\$21,606,705</b>	<b>\$22,292,090</b>
<b>Current Liabilities</b>			
2020	Warrants and Accounts Payable	\$233,297	\$296,203
2030	Compensated Absences Payable	\$0	\$0
2050	Contracts Payable	\$0	\$0
2070	Due to Other Governments	\$299,824	\$1,256
2075	Due to School Districts	\$17,596,886	\$19,630,183
2080	Due to Other Funds	\$84,600	\$3,567
2220	Deferred Revenue	\$1,094,227	\$146,688
2230	Notes Payable - Current	\$0	\$0
2270	Other Payable	\$508,945	\$606,459
<b>Current Liabilities Subtotal</b>		<b>\$19,817,779</b>	<b>\$20,684,356</b>
<b>Fund Equity</b>			
2440	Non-spendable Fund Balance	\$0	\$0
2450	Restricted Fund Balance	\$285,146	\$273,786
<i>Explanation: SB 38 monies</i>			
2460	Committed Fund Balance	\$386,219	\$78,855
2490	Assigned Fund Balance	\$178,325	\$164,733
2530	Unassigned Fund Balance	\$939,236	\$1,090,360
<b>Fund Equity Subtotal</b>		<b>\$1,788,926</b>	<b>\$1,607,734</b>



**Tax Commitment**

Source	County	Village	Local Education	State Education	Other	Property Tax
MS-535	\$2,531,334	\$21,190	\$38,748,271	\$5,381,912	\$0	\$54,420,989
Commitment	\$2,531,334	\$21,190	\$38,748,271	\$5,381,912		\$54,626,614
Difference	\$0	\$0	\$0	\$0		(\$205,625)

**General Fund Balance Sheet Reconciliation**

Total Revenues	\$61,287,580
Total Expenditures	\$61,468,772
Change	(\$181,192)
Ending Fund Equity	\$1,607,734
Beginning Fund Equity	\$1,788,926
Change	(\$181,192)



**Long Term Debt**

<b>Description (Purpose)</b>	<b>Original Obligation</b>	<b>Annual Installment</b>	<b>Rate</b>	<b>Final Payment</b>	<b>Start of Year</b>	<b>Issued</b>	<b>Retired</b>	<b>End of Year</b>
Fire Engine (General)	\$334,291	\$84,062	1.5	2019	\$167,268	\$0	\$83,206	\$84,062
Quint Aerial (General)	\$850,000	\$77,541	2.45	2027	\$850,000	\$0	\$90,536	\$759,464
	<b>\$1,184,291</b>				<b>\$1,017,268</b>	<b>\$0</b>	<b>\$173,742</b>	<b>\$843,526</b>