

TOWN AUDIT

The firm of Plodzik and Sanderson completed the 2008 audit in January of 2009. To conserve space in this report the following are excerpts from the audit. The full document is available both in printed form and as an electronic file, from the town office.

Schedule 1
TOWN OF PLAINFIELD, NEW HAMPSHIRE
General Fund
Statement of Estimated and Actual Revenues (Non GAAP Budgetary Basis)
For the Fiscal Year Ended December 31, 2008

	Estimated	Actual	Variance Positive (Negative)
Taxes:			
Property	\$ 1,005,668	\$ 1,004,597	\$ (1,071)
Timber	5,000	2,999	(2,001)
Payment in lieu of taxes	1,000	-	(1,000)
Excavation	100	54	(46)
Interest and penalties on delinquent taxes	45,000	54,266	9,266
Total taxes	<u>1,056,768</u>	<u>1,061,916</u>	<u>5,148</u>
Licenses, permits and fees:			
Business licenses and permits	5,000	5,341	341
Motor vehicle permit fees	450,000	432,641	(17,359)
Total licenses, permits and fees	<u>455,000</u>	<u>437,982</u>	<u>(17,018)</u>
Intergovernmental:			
State:			
Shared revenue block grant	132,803	132,803	-
Highway block grant	102,806	102,448	(358)
State and federal forest land reimbursement	158	158	-
Other	-	1,903	1,903
Federal :	92,949	92,949	-
Total intergovernmental	<u>328,716</u>	<u>330,261</u>	<u>1,545</u>
Charges for services:			
Income from departments	20,000	48,640	28,640
Garbage - refuse charges	110,000	96,492	(13,508)
Total charges for services	<u>130,000</u>	<u>145,132</u>	<u>15,132</u>
Miscellaneous:			
Sale of municipal property	3,000	-	(3,000)
Interest on investments	55,000	33,896	(21,104)
Rents of property	-	1,367	1,367
Other	5,000	6,201	1,201
Total miscellaneous	<u>63,000</u>	<u>41,464</u>	<u>(21,536)</u>
Other financing sources:			
Interfund transfers in:			
Special revenue funds	14,465	14,465	-
Trust funds:			
Expendable	81,000	81,000	-
Nonexpendable	7,000	5,000	(2,000)
Total transfers in	<u>102,465</u>	<u>100,465</u>	<u>(2,000)</u>
Total other financing sources	<u>102,465</u>	<u>100,465</u>	<u>(2,000)</u>
Total revenues and other financing sources	2,135,949	<u>\$ 2,117,220</u>	<u>\$ (18,729)</u>
Unreserved fund balance used to reduce tax rate	<u>89,000</u>		
Total revenues, other financing sources and use of fund balance	<u>\$ 2,224,949</u>		

Schedule 2
TOWN OF PLAINFIELD, NEW HAMPSHIRE

General Fund

Statement of Appropriations, Expenditures and Encumbrances (Non GAAP Budgetary Basis)

For the Fiscal Year Ended December 31, 2008

	Encumbered from Prior Year	Appropriations	Expenditures	Encumbered to Subsequent Year	Variance Positive (Negative)
Current:					
General government:					
Executive	\$ -	\$ 151,260	\$ 145,654	\$ -	\$ 5,606
Election and registration	-	11,530	11,884	-	(354)
Financial administration	-	58,800	65,649	-	(6,849)
Revaluation of property	-	10,000	13,714	-	(3,714)
Legal	-	18,100	4,751	13,500	(151)
Personnel administration	-	10,100	9,632	-	468
Planning and zoning	-	10,200	3,023	-	7,177
General government buildings	-	8,150	7,185	-	965
Cemeteries	-	30,000	23,417	5,000	1,583
Insurance, not otherwise allocated	-	37,800	37,270	-	530
Advertising and regional associations	-	8,000	8,498	-	(498)
Total general government	<u>-</u>	<u>353,940</u>	<u>330,677</u>	<u>18,500</u>	<u>4,763</u>
Public safety:					
Police department	1,075	272,355	264,697	-	8,733
Ambulance	4,400	29,000	29,384	-	4,016
Fire department	-	77,000	77,000	-	-
Building inspection	-	8,800	10,352	-	(1,552)
Emergency management	-	250	-	-	250
Other	-	23,900	23,127	-	773
Total public safety	<u>5,475</u>	<u>411,305</u>	<u>404,560</u>	<u>-</u>	<u>12,220</u>
Highways and streets					
Administration	-	21,525	21,874	-	(349)
Highways and streets	-	573,060	605,711	-	(32,651)
Road Projects	104,826	195,755	263,753	-	36,828
Street Lighting	-	9,000	9,466	-	(466)
Total highways and streets	<u>104,826</u>	<u>799,340</u>	<u>900,804</u>	<u>-</u>	<u>3,362</u>
Sanitation:					
Solid waste collection	-	137,500	145,031	-	(7,531)
Solid waste disposal	-	61,610	54,502	-	7,108
Recycling	-	2,000	1,794	-	206
Total sanitation	<u>-</u>	<u>201,110</u>	<u>201,327</u>	<u>-</u>	<u>(217)</u>
Health:					
Administration and agencies	-	19,450	17,945	-	1,505
Animal control	-	750	250	-	500
Total health	<u>-</u>	<u>20,200</u>	<u>18,195</u>	<u>-</u>	<u>2,005</u>

Welfare:					
Administration	-	1,250	849	-	401
Direct assistance	-	6,508	7,210	-	(702)
Total welfare	-	<u>7,758</u>	<u>8,059</u>	-	<u>(301)</u>
Culture and recreation:					
Parks and recreation	-	19,235	16,556	-	2,679
Patriotic purposes	-	1,500	1,514	-	(14)
Service Memorial	10,665	-	10,665	-	-
Total culture and recreation	<u>10,665</u>	<u>20,735</u>	<u>28,735</u>	-	<u>2,665</u>
Conservation	-	2,500	1,641	-	859
Debt service:					
Principal of long-term debt	-	25,000	25,000	-	-
Interest expense on long-term debt	-	10,250	10,265	-	(15)
Total debt service	-	<u>35,250</u>	<u>35,265</u>	-	<u>(15)</u>
Capital outlay:					
Land Purchase	-	78,000	78,062	-	(62)
New Highway Truck	-	80,000	80,000	-	-
Total capital outlay	-	<u>158,000</u>	<u>158,062</u>	-	<u>(62)</u>
Other financing uses:					
Interfund transfers out:					
Special revenue funds	-	87,311	87,311	-	-
Trust funds:					
Expendable trust:					
Capital reserve	-	115,000	115,000	-	-
Other	-	12,500	12,500	-	-
Total other financing uses	-	<u>214,811</u>	<u>214,811</u>	-	-
Total appropriations, expenditures, other financing uses and encumbrances	<u>\$ 120,966</u>	<u>\$ 2,224,949</u>	<u>\$ 2,302,136</u>	<u>\$ 18,500</u>	<u>\$ 25,279</u>

Schedule 3
TOWN OF PLAINFIELD, NEW HAMPSHIRE
General Fund
Statement of Changes in Unreserved - Undesignated Fund Balance
For the Fiscal Year Ended December 31, 2008

Unreserved, undesignated fund balance, beginning		\$ 487,148
Changes:		
Unreserved fund balance used to reduce 2008 tax rate		(89,000)
2008 Budget summary:		
Revenue shortfall (Schedule 1)	\$ (18,729)	
Unexpended balance of appropriations (Schedule 2)	<u>25,279</u>	
2008 Budget surplus		6,550
Unreserved, undesignated fund balance, ending		<u>\$ 404,698</u>