New Hampshire
Department of
Revenue Administration

2014
MS-636

BUDGET OF THE TOWN/VILLAGE DISTRICT

Form Due Date: **20 Days after the TOWN/VILLAGE MEETING**

Instructions

Cover Page

- Select the entity type that you are filing for (Municipality or Village District)
- Select the entity name from the pull down menu (County will automatically populate)
- Enter the entity's contact information
- Enter the preparer's information

Account Codes:

- Enter the *Warrant Article Number(s)* and other required information for each applicable account code
- Select the "Add Warrant Article" button to add additional *Warrant Articles* to the account code

For Assistance Please Contact:

NH DRA Municipal and Property Division
Phone: (603) 230-5090
Fax: (603) 230-5947
http://www.revenue.nh.gov/munc_prop/municipalservices.htm

ENTITY'S INFORMATION

Entity Type: (●) Municipality ( ) Village

Municipality: MILFORD County: HILLSBOROUGH

PREPARER'S INFORMATION

First Name: Jack Last Name: Sheehy

Street No.: 1 Street Name: Union Sq Phone Number: (603) 249-0640

Email (optional): jsheehy@milford.nh.gov

APPROPRIATIONS

GENERAL GOVERNMENT

Account #	Purpose of Appropriations (RSA 32:3, V)	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
4130 - 4139	Executive	Add Warrant Article	$251,987	$237,024	$253,850	
		- 4			$253,850	
4140 - 4149	Election, Registration & Vital Statistics	Add Warrant Article	$132,489	$131,180	$149,471	
		- 4			$149,471	
4150 - 4151	Financial Administration	Add Warrant Article	$733,161	$714,885	$740,727	
		- 4			$740,727	
4152	Revaluation of Property	Add Warrant Article				
		-				
4153	Legal Expense	Add Warrant Article	$45,000	$47,159	$45,000	
		- 4			$45,000	
4155 - 4159	Personnel Administration	Add Warrant Article	$2,331,361	$2,257,131	$2,499,086	
		- 4			$2,499,086	
4191 - 4193	Planning & Zoning	Add Warrant Article	$333,933	$325,591	$323,963	
		- 4			$323,963	
4194	General Government Buildings	Add Warrant Article	$351,869	$389,349	$373,423	
		- 4			$373,423	
4195	Cemeteries	Add Warrant Article	$137,676	$108,412	$135,457	
		- 4			$135,457	
4196	Insurance	Add Warrant Article	$118,900	$128,083	$155,450	
		- 4			$155,450	

4197	Advertising & Regional Association	Add Warrant Article					
		-					
4199	Other General Government	Add Warrant Article	$20,503	$21,868	$16,323		
		-	4			$16,323	
General Government Subtotal			$4,456,879	$4,360,682	$4,692,750		

PUBLIC SAFETY

Account #	Purpose of Appropriations (RSA 32:3, V)	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
4210-4214	Police	Add Warrant Article	$2,061,223	$2,022,152	$2,100,143	
		- 4			$2,100,143	
4215-4219	Ambulance	Add Warrant Article	$671,628	$672,298	$678,938	
		- 4			$678,938	
4220-4229	Fire	Add Warrant Article	$549,161	$531,324	$557,037	
		- 4			$557,037	
4240-4249	Building Inspection	Add Warrant Article	$140,006	$127,652	$140,140	
		- 4			$140,140	
4290-4298	Emergency Management	Add Warrant Article	$4,100	$3,245	$4,100	
		- 4			$4,100	
4299	Other (Including Communications)	Add Warrant Article	$602,255	$600,511	$618,620	
		- 4			$618,620	
Public Safety Subtotal			$4,028,373	$3,957,182	$4,098,978	

AIRPORT/AVIATION CENTER

Account #	Purpose of Appropriations (RSA 32:3, V)	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
4301 - 4309	Airport Operations	Add Warrant Article				
		-				
Airport/Aviation Subtotal						

HIGHWAYS AND STREETS

Account #	Purpose of Appropriations (RSA 32:3, V)	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
4311	Administration	Add Warrant Article	$134,291	$140,030	$139,379	
		- 4			$139,379	
4312	Highways & Streets	Add Warrant Article	$1,134,199	$1,128,399	$1,205,449	
		- 4			$1,205,449	
4313	Bridges	Add Warrant Article				
		-				
4316	Street Lighting	Add Warrant Article	$65,700	$83,193	$68,300	
		- 4			$68,300	
4319	Other	Add Warrant Article				
		-				
Highways and Streets Subtotal			$1,334,190	$1,351,622	$1,413,128	

SANITATION

Account #	Purpose of Appropriations (RSA 32:3, V)	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
4321	Administration	Add Warrant Article				
		-				
4323	Solid Waste Collection	Add Warrant Article	$702,048	$658,125	$687,189	
		- 4			$687,189	
4324	Solid Waste Disposal	Add Warrant Article				
		-				
4325	Solid Waste Clean-up	Add Warrant Article				
		-				
4326-4329	Sewage Collection & Disposal & Other	Add Warrant Article				
		-				
Sanitation Subtotal			$702,048	$658,125	$687,189	

WATER DISTRIBUTION AND TREATMENT

Account #	Purpose of Appropriations (RSA 32:3, V)	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
4331	Administration	Add Warrant Article				
		-				
4332	Water Services	Add Warrant Article				
		-				
4335	Water Treatment	Add Warrant Article				
		-				

Account #	Purpose of Appropriations (RSA 32:3, V)	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
4338 - 4339	Water Conservation & Other	Add Warrant Article				
		-				
Water Distribution and Treatment Subtotal						

ELECTRIC

Account #	Purpose of Appropriations (RSA 32:3, V)	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
4351 - 4352	Administration & Generation	Add Warrant Article				
		-				
4353	Purchase Costs	Add Warrant Article				
		-				
4354	Electric Equipment Maintenance	Add Warrant Article				
		-				
4359	Other Electric Costs	Add Warrant Article				
		-				
Electric Subtotal						

HEALTH

Account #	Purpose of Appropriations (RSA 32:3, V)	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
4411	Administration	Add Warrant Article				
		-				
4414	Pest Control	Add Warrant Article				
		-				

Account #	Purpose of Appropriations (RSA 32:3, V)	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
4415 - 4419	Health Agencies & Hospital & Other	Add Warrant Article				
		-				
Health Subtotal						

WELFARE

Account #	Purpose of Appropriations (RSA 32:3, V)	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
4441 - 4442	Administration & Direct Assistance	Add Warrant Article	$196,955	$179,811	$179,736	
		- 4			$179,736	
4444	Intergovernmental Welfare Payments	Add Warrant Article				
		-				
4445 - 4449	Vendor Payments & Other	Add Warrant Article	$63,100			
		-				
Welfare Subtotal			$260,055	$179,811	$179,736	

CULTURE AND RECREATION

Account #	Purpose of Appropriations (RSA 32:3, V)	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
4520 - 4529	Parks & Recreation	Add Warrant Article	$287,039	$283,302	$286,810	
		- 4			$286,810	
4550 - 4559	Library	Add Warrant Article	$706,309	$706,309	$718,763	
		- 4			$718,763	
4583	Patriotic Purposes	Add Warrant Article	$12,000			
		-				

4589	Other Culture & Recreation	Add Warrant Article	$52,000	$3,000	$3,000	
		-			$3,000	
Culture and Recreation Subtotal			$1,057,348	$992,611	$1,008,573	

CONSERVATION

Account #	Purpose of Appropriations (RSA 32:3, V)	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
4611 - 4612	Admin. & Purch. of Natural Resources	Add Warrant Article	$42,091	$22,091	$22,521	
		-			$22,521	
4619	Other Conservation	Add Warrant Article				
		-				
4631 - 4632	Redevelopment and Housing	Add Warrant Article				
		-				
4651 - 4659	Economic Development	Add Warrant Article				
		-				
Conservation Subtotal			$42,091	$22,091	$22,521	

DEBT SERVICE

Account #	Purpose of Appropriations (RSA 32:3, V)	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
4711	Principal Long Term Bonds & Notes	Add Warrant Article	$710,673	$688,825	$904,822	
		- 4			$904,822	
4721	Interest Long Term Bonds & Notes	Add Warrant Article				
		-				
4723	Interest on Tax Anticipation Notes	Add Warrant Article				
		-				

4790 - 4799 Other Debt Service	Add Warrant Article					
	-					
Debt Service Subtotal		$710,673	$688,825	$904,822		

CAPITAL OUTLAY

Account #	Purpose of Appropriations (RSA 32:3, V)	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
4901	Land	Add Warrant Article				
		-				
4902	Machinery, Vehicles, & Equipment	Add Warrant Article	$75,750			
		-				
4903	Buildings	Add Warrant Article				
		-				
4909	Improvements Other Than Buildings	Add Warrant Article				
		-				
Capital Outlay Subtotal			$75,750			

OPERATING TRANSFERS OUT

Account #	Purpose of Appropriations (RSA 32:3, V)	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
4912	To Special Revenue Fund	Add Warrant Article				
		-				
4913	To Capital Projects Fund	Add Warrant Article				
		-				
4914	To Enterprise Fund		$3,165,686	$2,971,768	$3,178,366	

	Sewer	Add Warrant Article	$1,800,091	$1,633,557	$1,809,111	
		- 5			$1,809,111	
	Water	Add Warrant Article	$1,365,595	$1,338,211	$1,369,255	
		- 6			$1,369,255	
	Electric	Add Warrant Article				
		-				
	Airport	Add Warrant Article				
		-				
4918	To Nonexpendable Trust Funds	Add Warrant Article				
		-				
4919	To Fiduciary Funds	Add Warrant Article				
		-				
Operating Transfers Out Subtotal			$3,165,686	$2,971,768	$3,178,366	
Operating Budget Total			$15,833,093	$15,182,717	$16,186,063	

SPECIAL WARRANT ARTICLES (7)

Special Warrant articles are defined in RSA 32:3,VI, as appropriations 1) In petitioned warrant articles; 2) Appropriations raised by bonds or notes; 3) Appropriations to a separate fund created pursuant to law, such as capital reserve funds or trust funds; 4) An appropriation designated on the warrant as a special article or as a non-lapsing or nontransferable article.

Account #	Purpose of Appropriations (RSA 32:3, V)	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
4915	To Capital Reserve Fund (7)	Add Warrant Article				
4916	To Expendable Trust Fund (7)	Add Warrant Article				
4917	To Health Maintenance Trust Funds (7)	Add Warrant Article				
	Other Special Warrant Articles	Add Warrant Article				
4914	Dram Cup Water Tank Renovation	3			$330,000	
4909	South St. Railroad Xing Grant Renewal	7			$200,000	
4313	Bridge Replacement Cap. Res. Fund	8			$125,000	
4902	Ladder One Lease	9			$117,500	
4902	6CY Dump Truck Lease	10			$30,000	
4903	Transfer Station Office	11			$74,500	
4445-4449	Social Services	13			$30,000	
4445-4449	Community Transportation Bus Service	14			$28,950	
4589	Pumpkin Festival, Decorations, Plants	15			$20,000	
4589	Milford Improvement Team Op. Budget	16			$20,000	
4589	Band Concerts	17			$9,000	
4583	July 4th Fireworks	18			$8,500	
4583	Parades	19			$6,000	
4583	Labor Day Parade	20			$10,000	

4611-4612	Petition: Conservation Land Funds	-	23				$20,000
Special Articles Recommended						$1,009,450	$20,000

"INDIVIDUAL WARRANT ARTICLES"

"Individual" warrant articles are not the same as "Special Warrant Articles". Individual warrant articles might be negotiated cost items for labor agreements or items of a one time nature you wish to address individually.

Account #	Purpose of Appropriations (RSA 32:3, V)		Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
	Other Individual Warrant Articles		Add Warrant Article				
4210-4214	AFSCME CBA	-	12			$17,600	
		-					
		-					
Individual Articles Recommended						$17,600	

You have reached the end of the Appropriations Section. Please review the this section for accuracy, then move on to the Revenues Section.

REVENUES

TAXES

Account #	Source of Revenue	Warrant Article #	Estimated Revenues Prior Year	Actual Revenues Prior Year	Estimated Revenues Ensuing Year
3120	Land Use Change Taxes - General Fund	Add Warrant Article	$50,000	$50,940	$50,000
		-			$50,000
3180	Resident Taxes	Add Warrant Article			
		-			
3185	Yield Taxes	Add Warrant Article	$12,000	$37,049	$20,000
		-			$20,000
3186	Payment in Lieu of Taxes	Add Warrant Article	$35,000	$31,511	$31,600
		-			$31,600
3189	Other Taxes	Add Warrant Article			
		-			
3190	Interest & Penalties on Delinquent Tax	Add Warrant Article	$251,800	$228,475	$243,000
		-			$243,000
	Inventory Penalties	Add Warrant Article			
		-			
3187	Excavation Tax ($0.02 per cubic yard)	Add Warrant Article	$1,200	$1,869	$1,500
		-			$1,500
	Taxes Subtotal		$350,000	$349,844	$346,100

LICENSES, PERMITS, AND FEES

Account #	Source of Revenue	Warrant Article #	Estimated Revenues Prior Year	Actual Revenues Prior Year	Estimated Revenues Ensuing Year
3210	Business Licenses & Permits	Add Warrant Article	$265	$275	$225
		-			$225
3220	Motor Vehicle Permit Fees	Add Warrant Article	$2,090,000	$2,117,854	$2,160,200
		-			$2,160,200
3230	Building Permits	Add Warrant Article	$30,000	$64,682	$46,200
		-			$46,200
3290	Other Licenses, Permits, & Fees	Add Warrant Article	$62,015	$81,066	$76,340
		-			$76,340
3311 - 3319	From Federal Government	Add Warrant Article	$1,950		$1,400
		-			$1,400
Licenses, Permits and Fees Subtotal			$2,184,230	$2,263,877	$2,284,365

FROM STATE

Account #	Source of Revenue	Warrant Article #	Estimated Revenues Prior Year	Actual Revenues Prior Year	Estimated Revenues Ensuing Year
3351	Shared Revenues	Add Warrant Article			
		-			
3352	Meals & Rooms Tax Distribution	Add Warrant Article	$675,200	$673,320	$733,800
		-			$733,800
3353	Highway Block Grant	Add Warrant Article	$278,000	$271,913	$280,000
		-			$280,000
3354	Water Pollution Grant	Add Warrant Article			
		-			

3355	Housing & Community Development	Add Warrant Article			
		-			
3356	State & Fed. Forest Land Reimburse.	Add Warrant Article	$3,700	$4,747	$5,000
		-			$5,000
3357	Flood Control Reimbursement	Add Warrant Article			
		-			
3359	Other (Including Railroad Tax)	Add Warrant Article	$1,050	$1,504	$161,500
		-			$1,500
		- 7			$160,000
3379	From Other Governments	Add Warrant Article			
		- 0			
From State Subtotal			$957,950	$951,484	$1,180,300

CHARGES FOR SERVICES

Account #	Source of Revenue	Warrant Article #	Estimated Revenues Prior Year	Actual Revenues Prior Year	Estimated Revenues Ensuing Year
3401	Income from Departments	Add Warrant Article	$940,020	$848,102	$939,560
		-			$939,560
3402	Water Supply System Charges	Add Warrant Article			
		-			
3403	Sewer User Charges	Add Warrant Article			
		-			
3404	Garbage - Refuse Charges	Add Warrant Article			
		-			

3409	Other Charges	Add Warrant Article			
		-			
Charges for Services Subtotal			$940,020	$848,102	$939,560

MISCELLANEOUS REVENUES

Account #	Source of Revenue	Warrant Article #	Estimated Revenues Prior Year	Actual Revenues Prior Year	Estimated Revenues Ensuing Year
3501	Sale of Municipal Property	Add Warrant Article			
		-			
3502	Interest on Investments	Add Warrant Article	$2,000	$627	$1,000
		-			$1,000
3503 - 3509	Other	Add Warrant Article	$166,650	$154,673	$200,430
		-			$200,430
Miscellaneous Revenues Subtotal			$168,650	$155,300	$201,430

INTERFUND OPERATING TRANSFERS IN

Account #	Source of Revenue	Warrant Article #	Estimated Revenues Prior Year	Actual Revenues Prior Year	Estimated Revenues Ensuing Year
3912	From Special Revenue Funds	Add Warrant Article	$5,400		$5,400
		-			$5,400
3913	From Capital Projects Funds	Add Warrant Article			
		-			
3914	From Enterprise Funds		$3,165,686	$2,971,779	$3,178,366
	Sewer - (Offset)	Add Warrant Article	$1,800,091	$1,589,358	$1,809,111
		-			$1,809,111

	Water - (Offset)	Add Warrant Article	$1,365,595	$1,382,421	$1,369,255
		-			$1,369,255
	Electric - (Offset)	Add Warrant Article			
		-			
	Airport - (Offset)	Add Warrant Article			
		-			
3915	From Capital Reserve Funds (7)	Add Warrant Article			
		-			
3916	From Trust & Fiduciary Funds (7)	Add Warrant Article	$12,000		$12,000
		-			$12,000
3917	Transfers from Conservations Funds (7)	Add Warrant Article			
		-			
Interfund Operating Transfers In Subtotal			$3,183,086	$2,971,779	$3,195,766

OTHER FINANCING SOURCES (7)

Account #	Source of Revenue	Warrant Article #	Estimated Revenues Prior Year	Actual Revenues Prior Year	Estimated Revenues Ensuing Year
3934	Proc. From Long Term Bonds & Notes (7)	Add Warrant Article			$330,000
		- 3			$330,000
	Amount Voted from Fund Balance	7			$40,000
	Estimated Fund Balance to Reduce Taxes		$150,000	$150,000	$150,000
Other Financing Sources Subtotal			$150,000	$150,000	$520,000
Total Estimated Revenue & Credits			$7,933,936	$7,690,386	$8,667,521

BUDGET SUMMARY

Item	Prior Year	Ensuing Year
Operating Budget Appropriations Recommended	$15,833,093	$16,186,063
Special Warrant Articles Recommended		$1,009,450
Individual Warrant Articles Recommended		$17,600
TOTAL Appropriations Recommended	$15,833,093	$17,213,113
Less: Amount of Estimated Revenues & Credits	$7,933,936	$8,667,521
Estimated Amount of Taxes to be Raised	$7,899,157	$8,545,592

MILFORD (303)

PREPARER'S 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.

Preparer's First Name	Preparer's Last Name
Jack	Sheehy

Preparer's Signature and Title

01/27/2014
Date

☒ **Check to Certify Electronic Signature:** You are required to check this box and provide your name above. By checking this box, you hereby declare and certify that the electronic signature above was actually signed by the Preparer and that the electronic signature is valid.

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.

Governing Body Member's Signature and Title

Governing Body Member's Signature and Title

Governing Body Member's Signature and Title

Governing Body Member's Signature and Title

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Submit

Print

Please save and e-mail the completed PDF form to your Municipal Account Advisor:

- *Michelle Clark: michelle.clark@dra.nh.gov*
- *Jamie Dow: jamie.dow@dra.nh.gov*
- *Shelley Gerlarneau: shelley.gerlarneau@dra.nh.gov*
- *Jean Samms: jean.samms@dra.nh.gov*

A hard-copy of this signature page must be signed and submitted to the NHDRA at the following address:

NH DEPARTMENT OF REVENUE ADMINISTRATION
MUNICIPAL AND PROPERTY DIVISION
P.O. BOX 487, CONCORD, NH 03302-0487