



MUNICIPAL TAX RATE
SETTING PORTAL

Municipal Services Tax Rate Process

Presenter:

Patrick Santoso
Axiomatic

In The Old Days

- ▶ A Trip Down Memory Lane

MS-6		Budget - Town of _____			FY _____	
1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATION (RSA 32:3,V)	OP Bud. Warr. Art. #	Appropriations Prior Year As Approved by DR/	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
GENERAL GOVERNMENT						
4130-4139	Executive					
4140-4149	Election, Reg. & Vital Statistics					
4150-4151	Financial Administration					
4152	Revaluation of Property					
4153	Legal Expense					
4155-4159	Personnel Administration					
4191-4193	Planning & Zoning					
4194	General Government Buildings					
4195	Cemeteries					
4196	Insurance					
4197	Advertising & Regional Assoc.					
4199	Other General Government					
PUBLIC SAFETY						
4210-4214	Police					
4215-4219	Ambulance					
4220-4229	Fire					
4240-4249	Building Inspection					
4290-4298	Emergency Management					
4299	Other (Incl. Communications)					
AIRPORT/AVIATION CENTER						
4301-4309	Airport Operations					
HIGHWAYS & STREETS						
4311	Administration					
4312	Highways & Streets					
4313	Bridges					
4316	Street Lighting					
4319	Other					
SANITATION						
4321	Administration					
4323	Solid Waste Collection					
4324	Solid Waste Disposal					
4325	Solid Waste Clean-up					
4326-4329	Sewage Coll. & Disposal & Other					

Legacy MS-6

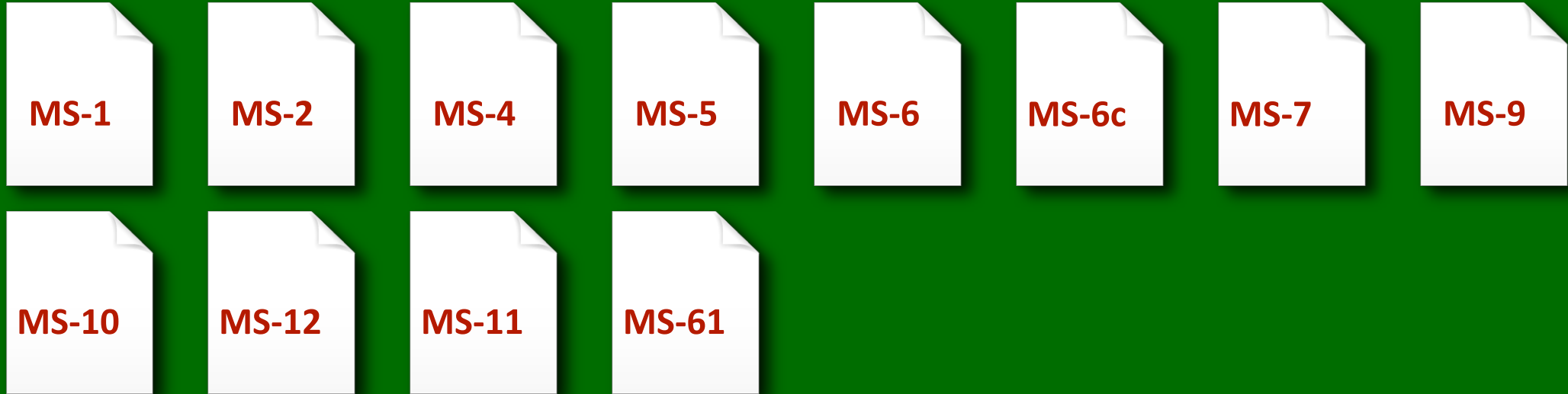
		NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	
		DRAFT REVIEW					TOWN MEETING							
Municipality	Calendar Year		MS-6 or MS-6c or MS-7	WA		MS-9 and MS-10 and MS-61	MS-5	MS-6 or MS-6c or MS-7	MS-2 and WA and MM	OB and CC and DSM	MS-11 and MS-12		MS-1 and MS-4	
	Fiscal Year		MS-6 or MS-6c or MS-7	WA				MS-6 or MS-6c or MS-7	MS-2 and WA and MM	OB and CC and DSM		MS-1 and MS-4 and MS-5	MS-9 and MS-10 and MS-61	
	School District		MS-26 or MS-26c or MS-27	WA				MS-26 or MS-26c or MS-27	MS-22 and WA and MM	OB and CC and DSM		MS-24 and MS-25		
	Village District		MS-36 or MS-37	WA			MS-35	MS-36 or MS-37	MS-32 and WA and MM	OB and CC and DSM	MS-31		MS-34	
	Fiscal Year		MS-36 or MS-37	WA				MS-36 or MS-37	MS-32 and WA and MM	OB and CC and DSM	MS-31		MS-34 and MS-35	

As Posted

SB-2 Only

MS Forms 2013

Town/City Forms

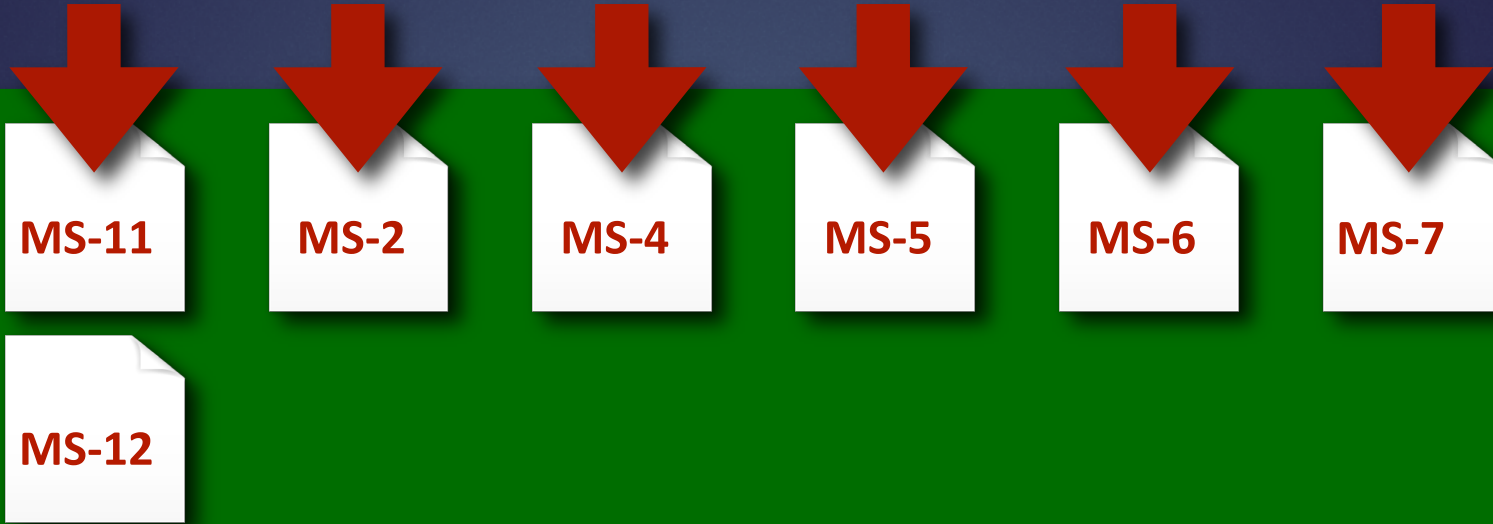


Village Forms



Combining Forms

Town/City
Forms



Village
Forms



Comp
Forms



MS Forms 2014

Town/City Forms

PDF

MS-1

PDF

MS-9

PDF

MS-10

PDF

MS-61

PDF

MS-6c

Village Forms

PDF

MS-1V

Combination Forms

PDF

MS-123

PDF

MS-232

PDF

MS-434

PDF

MS-535

PDF

MS-636

PDF

MS-737

Why the PDF Conversion?

- ▶ Integrated Help
- ▶ Consisted Math and account codes
- ▶ Allows Electronic Filing

One More Memory

- ▶ Who remembers the original 20-page MS-5?
- ▶ Who participated in the two rounds of leaning meetings?



New Hampshire
Department of
Revenue Administration

2014
MS-535

REVENUES				
TAXES ?				
Account #	Source of Revenues (RSA 12345)	Estimated Revenues to Set Tax Rate	Unanticipated Revenues	Actual Revenues
3110	Property Taxes ?		\$6,565	
Explanation for Authorizations:				
3120	Land Use Change Taxes - General Fund ?			
3121	Land Use Change Taxes - Conservation Fund ?			
3180	Resident Taxes ?			
3185	Yield Taxes ?			
3186	Payment in Lieu of Taxes ?			
3187	Excavation Tax (\$0.02 cents per cubic yard) ?			
3189	Other Taxes ?			
3190	Interest & Penalties on Delinquent Taxes ?			
	Inventory Penalties			
Taxes Subtotal			\$6,565	



Home

Budget

Sutton - Associated Entity - 2018

Advisor Information

Stephanie Derosier
000-000-0000
internal@axiomnh.com

Budget Home
Budgeting and Appropriations [Continue ▶](#)

Financial Home
Submit Revised Estimates [Continue ▶](#)

Tax Rates
Assign Initial & Final Rates [Continue ▶](#)

Report Center
View and Download Reports [Continue ▶](#)

Settings
Application Configuration [Continue ▶](#)

Status

- Pre-Review
- Appropriations Review
- Reserves & Trusts
- Financial Review
- Revenue Review
- Assessments
- Preliminary Rate
- Overlay Request
- Final Rate (Advisor)
- Final Rate (Administrator)
- Commitment Amount

TAX RATE NOT SET

Show 50 entries

Search:

Document	Due Date	Status	Submitted Date	Approval Date	Go To	Notes
Report of Appropriations Actually Voted (MS-232)	4/30/2018					
Budget of the Town (MS-737)	4/30/2018					
Town Warrant As Posted	4/30/2018				Upload Attachment	
Signed Annual Meeting Minutes	4/30/2018				Upload Attachment	

The New World



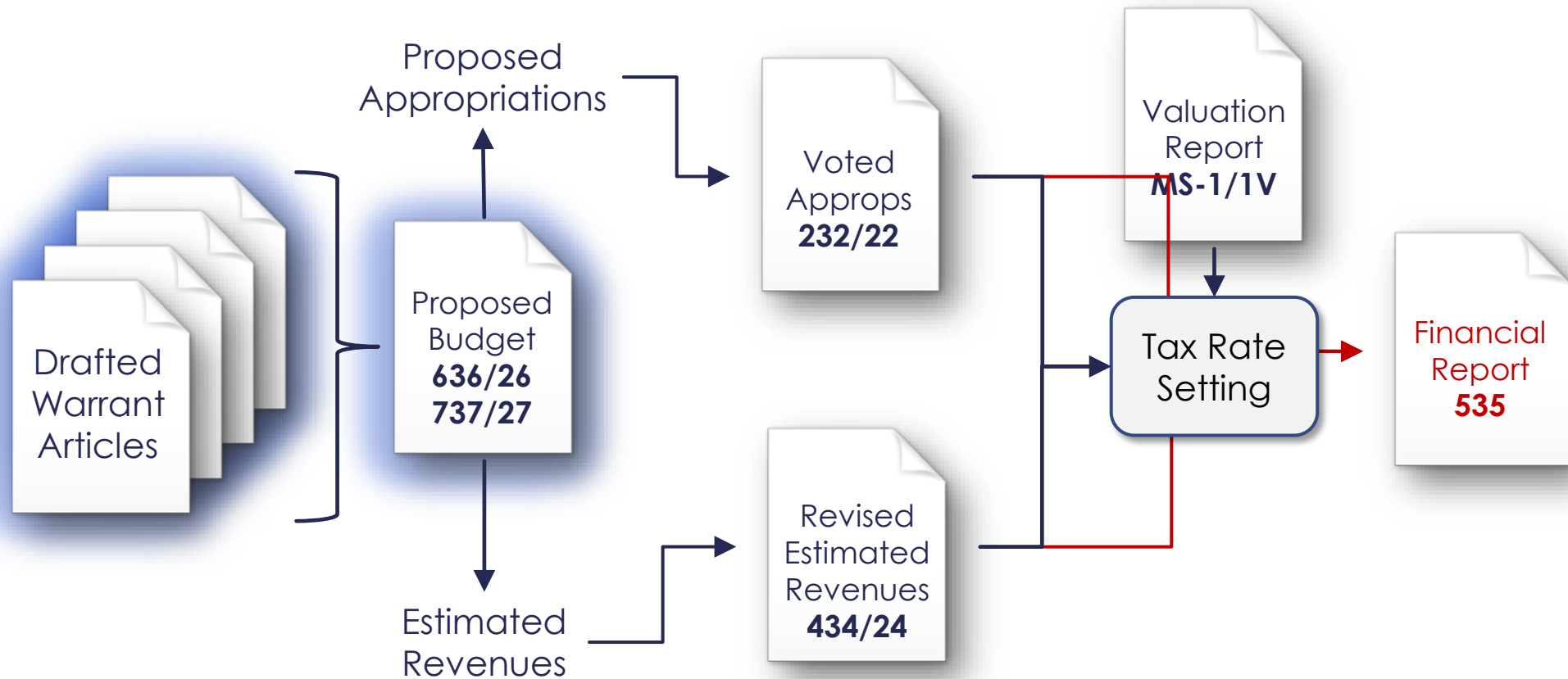
MUNICIPAL TAX RATE
SETTING PORTAL

Proposed Budget Process

Topics

- ▶ Proposed Budget Interface
- ▶ Creating or Importing Articles
 - ▶ Proposed Appropriations & Revenues
 - ▶ Article Details
- ▶ Default Budget (SB2)
- ▶ Pre-Review Process
- ▶ Prior Year Information
- ▶ Supplemental Schedules (SB2)
- ▶ Submitting/Finalizing

Overview of the Tax Rate Process




Budget Interface

New Hampshire Department of Revenue Administration
Municipal Tax Rate Setting Portal

Help | My Profile | Log Out (Town Administrator)

Home Budget Financial Tax Rates Reports Settings

 Home

Newport - Associated Entity - 2021

Advisor Information
Penny Touchette
603-230-5000
internal@axiomnh.com

Budget Home
Budgeting and Appropriations
Continue

Financial Home
Submit Revised Estimates
Continue

Tax Rates
Continue

Status
 Pre-Review
 Appropriations Review
 Reserves & Trusts
 Financial Review
 Revenue Review

Budget Interface

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Finalize
Budget


Budget Interface

New Hampshire Department of Revenue Administration
Municipal Tax Rate Setting Portal

Help | My Profile | Log Out (Town Administrator)

Home Budget Financial Tax Rates Reports Settings

Warrant Drafting

 **Budget Newport 2021** Please create a new warrant article to begin

Show entries Search:

Actions	Number ^	Category ▾	Type ▾	Purpose ▾	Raise Amount ▾	Offset Amount ▾	Status ▾	Raise/Offset Match ▾	Raise Total ▾	Raise Match ▾	Meeting Status ▾	DRA Status ▾
No data available in table												

Showing 0 to 0 of 0 entries First Previous Next Last

Create Warrant Import Prior Year Articles Default Budget

Budget Interface

Create/Import Articles

Proposed Appropriations & Revenues

Default Budget (SB2)

Pre-Review

Prior Year Information

Supplemental Schedule (SB2)

Finalize Budget

Budget Interface

Warrant Drafting



Budget Newport 2021

Please create a new warrant article to begin

Show entries

Search:

Actions	Number ^	Category ⇅	Type ⇅	Purpose ⇅	Raise Amount ⇅	Offset Amount ⇅	Status ⇅	Raise/Offset Match ⇅	Raise Total ⇅	Raise Match ⇅	Meeting Status ⇅	DRA Status ⇅
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No data available in table

Showing 0 to 0 of 0 entries

[First](#) [Previous](#) [Next](#) [Last](#)

[Create Warrant](#) [Import Prior Year Articles](#) [Default Budget](#)

Budget Interface

Create/Import Articles

Proposed Appropriations & Revenues

Default Budget (SB2)

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Finalize Budget

Creating Articles



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Warrant Article Drafting



Budget (Create Warrant) Newport 2021

Create New Warrant Article

Step 1: Select Category and Type

Category Type

Step 2: Enter Number and Purpose

No.

Purpose

Budget Tab

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Creating Articles

Warrant Article Drafting



Budget (Create Warrant) Newport 2021

Create New Warrant Article

Step 1: Select Category and Type

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Step 2: Enter Number and Purpose

No.

Purpose

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Creating Articles

Warrant Article Drafting



Budget (Create Warrant) Newport 2021

Create New Warrant Article

Step 1: Select Category and Type

Category Type

- Select Category -

Individual

Non-Monetary

Operating Budget

Special

Step 2: Enter

No.

Use

Purpose

Budget Tab

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Finalize
Budget

Creating Articles

Warrant Article Drafting



Budget (Create Warrant) Newport 2021

Create New Warrant Article

Step 1: Select Category and Type

Category

Type

Step 2: Enter Number and Purpose

No.

Purpose

- Select Type -
- Select Type -
- Appropriating Interest Earned on Bond
- Balance Sheet Deficit Reduction
- Collective Bargaining Agreements
- Equipment Lease With Fiscal Funding Clause (Escape Clause)
- Equipment Purchase**
- Establish Conservation Commission and Conservation Fund
- Establish Contingency Fund
- Other

Budget Tab

Create/Import
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Budget

Creating Articles

Step 1: Select Category and Type

Category

Type

Step 2: Enter Number and Purpose

No.

Purpose

- Select Type -
- Select Type -
- Appropriating Interest Earned on Bond
- Balance Sheet Deficit Reduction
- Collective Bargaining Agreements
- Equipment Lease With Fiscal Funding Clause (Escape Clause)
- Equipment Purchase**
- Establish Conservation Commission and Conservation Fund
- Establish Contingency Fund
- Other
- Other (Blank)

Budget Tab

Create/Import
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Finalize
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Creating Articles

Step 1: Select Category and Type

Category Type

Step 2: Enter Number and Purpose

No.

Purpose

Step 3: Enter Raise and Offset Amounts

Proposed Appropriations

Recommended:

Not Recommended:

Total:

Estimated Offsetting Revenue

Estimated Revenues:

Total:

Budget Tab

Create/Import
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(SB2)

Finalize
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Creating Articles

Step 3: Enter Raise and Offset Amounts

Proposed Appropriations		Estimated Offsetting Revenue	
Recommended:	<input type="text" value="\$15,000"/>	Estimated Revenues:	<input type="text" value="\$5,000"/>
Not Recommended:	<input type="text" value="\$2,500"/>		
<hr/>		<hr/>	
Total:	\$17,500	Total:	\$5,000

Step 4: Preview and Select Language Templates

Use DRA Template Language

To see if the town will vote to raise and appropriate the sum of \${AMOUNT} for the purpose of purchasing {PURPOSE}. (Majority vote required)

Generate

Cancel

Budget Tab

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& Revenues

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(SB2)

Finalize
Budget

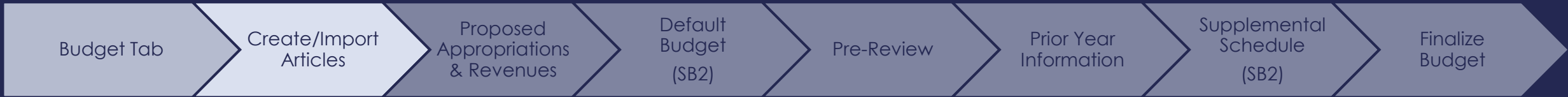
Creating Articles

Recommended:	<input type="text" value="\$15,000"/>	Estimated Revenues:	<input type="text" value="\$5,000"/>
Not Recommended:	<input type="text" value="\$2,500"/>		

Step 4: Preview and Select Language Templates

Use DRA Template Language

To see if the town will vote to raise and appropriate the sum of `\${AMOUNT}` for the purpose of purchasing `{PURPOSE}`. (Majority vote required)



Creating Articles

Recommended:	<input type="text" value="\$15,000"/>	Estimated Revenues:	<input type="text" value="\$5,000"/>
Not Recommended:	<input type="text" value="\$2,500"/>		
Total:	\$17,500	Total:	\$5,000

Step 4: Preview and Select Language Templates

Use DRA Template Language

To see if the town will vote to raise and appropriate the sum of \${AMOUNT} for the purpose of purchasing {PURPOSE}. (Majority vote required)



Budget Tab

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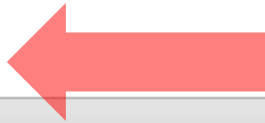
Importing Articles

Warrant Drafting



Budget Newport 2021

Prior Year Import Date: 3/16/2021



Please create a new warrant article to begin

Show 10 entries

Search:

Actions	Number ^	Category ^	Type ^	Purpose ^	Raise Amount ^	Offset Amount ^	Status ^	Raise/Offset Match ^
	01	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	False/False
	02	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	False/False
	03	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	False/False
	04	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	False/False

Budget Tab

Create/Import Articles

Proposed Appropriations & Revenues

Default Budget (SB2)

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Supplemental Schedule (SB2)

Finalize Budget

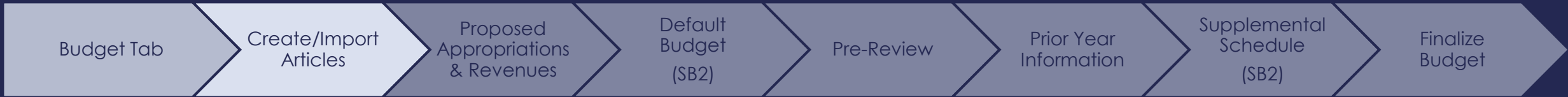
Warrant Article Details

	04	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	False/False
	05	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	False/False
	06	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	False/False
	07	Special	Long-Term Borrowing	Community Center	\$0.00	\$0.00	Draft	False/False
	08	Special	Long-Term Borrowing	Sewer Asset Management Program	\$0.00	\$0.00	Draft	False/False
	09	Operating Budget	Operating Budget-Town-SB2	Operating Budget	\$0.00	\$0.00	Draft	False/False
	10	Special	Appropriate to CRF or ETF	Communications Capital Reserve	\$0.00	\$0.00	Draft	False/False

Showing 1 to 10 of 22 entries

First Previous 1 2 3 Next Last

- Create Warrant
- View/Calculate Budget
- Request Pre-Review
- Default Budget



Warrant Article Details



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Budget (Warrant) Newport 2021

Enter Information about Warrant Article

[Show/Hide](#)

Warrant Article Information	Proposed Appropriations	Estimated Offsetting Revenue
Number: <input type="text" value="09"/>	Recommended: <input type="text" value="\$0"/>	Estimated Revenues: <input type="text" value="\$0"/>
Category: Operating Budget	Not Recommended: <input type="text" value="\$0"/>	
Type: Operating Budget-Town-SB2	Total Proposed: \$0	Total Estimated Revenues: \$0
Purpose: <input type="text" value="Operating Budget"/>	Calc Recommended: \$10,231,192	Calc Estimated Revenues: \$5,223,990
	Calc Not Recommended: \$0	

Budget Tab

Create/Import Articles

Proposed Appropriations & Revenues

Default Budget (SB2)

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Finalize Budget

Warrant Article Details

Warrant Article Information	Proposed Appropriations	Estimated Offsetting Revenue
Number: <input type="text" value="09"/>	Recommended: <input type="text" value="\$0"/>	Estimated Revenues: <input type="text" value="\$0"/>
Category: Operating Budget	Not Recommended: <input type="text" value="\$0"/>	
Type: Operating Budget-Town-SB2	Total Proposed: \$0	Total Estimated Revenues: \$0
Purpose: <input type="text" value="Operating Budget"/>	Calc Recommended: \$10,231,192	Calc Estimated Revenues: \$5,223,990
	Calc Not Recommended: \$0	

Article Language

To see if the Town will vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the posted budget with the warrant, or as amended by the first session of the annual meeting, for the purposes set forth therein totaling Ten Million Two Hundred Thirty-One Thousand One Hundred Ninety-Two (\$10,231,192) Dollars. Should this article be defeated, the default budget shall be Nine Million Eight Hundred Ninety Thousand Nine Hundred Thirty-Nine (\$9,890,939) Dollars, which is the same as last year, with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only (The tax rate of the operating budget is anticipated to be \$12.03 and the default budget is anticipated to be \$11.86.) (Recommended by the Board of Selectmen and Budget Advisory Committee.)



Warrant Article Details

Article Language

To see if the Town will vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the posted budget with the warrant, or as amended by the first session of the annual meeting, for the purposes set forth therein totaling Ten Million Two Hundred Thirty-One Thousand One Hundred Ninety-Two (\$10,231,192) Dollars. Should this article be defeated, the default budget shall be Nine Million Eight Hundred Ninety Thousand Nine Hundred Thirty-Nine (\$9,890,939) Dollars, which is the same as last year, with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only (The tax rate of the operating budget is anticipated to be \$12.03 and the default budget is anticipated to be \$11.86.) (Recommended by the Board of Selectmen and Budget Advisory Committee.)

Save & Next

Save & Home

Delete

Pre-Review Comments

[View Pre-Review Comments Disclaimer](#)

DRA Pre-Review

Comments

Total Comments: 0

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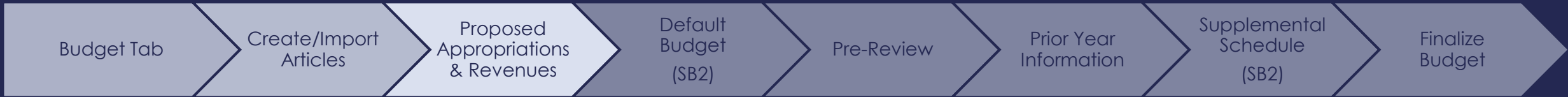
Finalize
Budget

Appropriations & Revenues

Appropriations Revenues

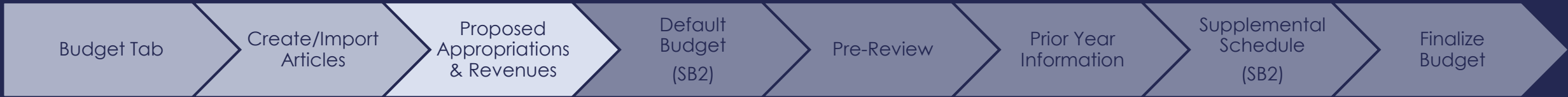
General Government Search:

Account Code	Description	Board Recommended	Board Not Recommended
0000-0000	Collective Bargaining	\$0	\$0
4130-4139	Executive	\$181,537	\$0
4140-4149	Election, Registration, and Vital Statistics	\$171,490	\$0
4150-4151	Financial Administration	\$337,185	\$0
4152	Revaluation of Property	\$104,280	\$0
4153	Legal Expense	\$70,000	\$0
4155-4159	Personnel Administration	\$0	\$0



Appropriations & Revenues

Account Code	Description	Board Recommended	Board Not Recommended
0000-0000	Collective Bargaining	\$0	\$0
4130-4139	Executive	\$181,537	\$0
4140-4149	Election, Registration, and Vital Statistics	\$171,490	\$0
4150-4151	Financial Administration	\$337,185	\$0
4152	Revaluation of Property	\$104,280	\$0
4153	Legal Expense	\$70,000	\$0
4155-4159	Personnel Administration	\$0	\$0
4191-4193	Planning and Zoning	\$58,187	\$0



Appropriations & Revenues

Comments

Total Comments: 0



Recalculate

Appropriations Revenues

General Government		Search: <input type="text"/>	
Account Code	Description	Board Recommended	Board Not Recommended
0000-0000	Collective Bargaining	\$0	\$0
4130-4139	Executive	\$181,537	\$0
4140-4149	Election, Registration, and Vital Statistics	\$171,490	\$0
4150-4151	Financial Administration	\$337,185	\$0

Budget Tab

Create/Import Articles

Proposed Appropriations & Revenues

Default Budget (SB2)

Pre-Review

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Finalize Budget

Appropriations & Revenues

Comments

Total Comments: 0

Recalculate

Appropriations Revenues

General Government		Search: <input type="text"/>	
Account Code	Description	Board Recommended	Board Not Recommended
0000-0000	Collective Bargaining	\$0	\$0
4130-4139	Executive	\$181,537	\$0
4140-4149	Election, Registration, and Vital Statistics	\$171,490	\$0
4150-4151	Financial Administration	\$337,185	\$0



Appropriations & Revenues



Budget (Warrant) Newport 2021

Enter Information about Warrant Article

[Show/Hide](#)

Warrant Article Information	Proposed Appropriations	Estimated Offsetting Revenue
Number: <input type="text" value="09"/> Category: Operating Budget Type: Operating Budget-Town-SB2 Purpose: <input type="text" value="Operating Budget"/>	Recommended: <input type="text" value="\$10,231,192"/> Not Recommended: <input type="text" value="\$0"/> Total Proposed: \$10,231,192 Calc Recommended: \$10,231,192 Calc Not Recommended: \$0	Estimated Revenues: <input type="text" value="\$0"/> Total Estimated Revenues: \$0 Calc Estimated Revenues: \$5,223,990

Article Language

To see if the Town will vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the posted budget with the warrant, or as amended by the first session of the annual meeting, for the purposes set forth therein totaling Ten Million Two Hundred Thirty-One Thousand One Hundred Ninety-Two (\$10,231,192) Dollars. Should this article be defeated, the default budget shall be Nine Million Eight Hundred Ninety Thousand Nine Hundred Thirty-Nine (\$9,890,939) Dollars, which is the same as last year, with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the



Appropriations & Revenues



Budget (Warrant) Newport 2021

Enter Information about Warrant Article

[Show/Hide](#)

Warrant Article Information	Proposed Appropriations	Estimated Offsetting Revenue
Number: <input type="text" value="09"/>	Recommended: <input type="text" value="\$10,231,192"/>	Estimated Revenues: <input type="text" value="\$5,223,990"/>
Category: Operating Budget	Not Recommended: <input type="text" value="\$0"/>	
Type: Operating Budget-Town-SB2	Total Proposed: \$10,231,192	Total Estimated Revenues: \$5,223,990
Purpose: <input type="text" value="Operating Budget"/>	Calc Recommended: \$10,231,192	Calc Estimated Revenues: \$5,223,990
	Calc Not Recommended: \$0	

Article Language

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Appropriations & Revenues

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Save & Next Save & Home Delete

Pre-Review Comments

[View Pre-Review Comments Disclaimer](#)

DRA Pre-Review

Comments

Total Comments: 0

[Recalculate](#)

Appropriations Revenues

Budget Tab

Create/Import Articles

Proposed Appropriations & Revenues

Default Budget (SB2)

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Finalize Budget

Default Budget

Warrant Drafting


Budget Newport 2021
Prior Year Import Date: 3/16/2021

Please create a new warrant article to begin

Show entries Search:

Actions	Number ^	Category ^	Type ^	Purpose ^	Raise Amount ^	Offset Amount ^	Status ^	Raise/Offset Match ^
	01	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	False/False
	02	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	False/False
	03	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	False/False
	04	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	False/False



Default Budget

16	Non-Monetary	Other (Blank)	Gifts from Wills & Trusts	\$0.00	\$0.00	Draft	False/False
17	Non-Monetary	Other (Blank)	Opera House Assn Lease	\$0.00	\$0.00	Draft	False/False
18	Non-Monetary	Adopt/Modify Elderly Exemption	Modify Elderly Exemption Income Limits	\$0.00	\$0.00	Draft	False/False
19	Non-Monetary	Adopt/Modify Disabled Exemption	Modify Disabled Exemption Income Limits	\$0.00	\$0.00	Draft	False/False
20	Special	Other	VNH of VT & NH	\$0.00	\$0.00	Draft	False/False
21	Special	Other	WCBH petition article	\$0.00	\$0.00	Draft	False/False
22	Non-Monetary	Other (Blank)	Other business	\$0.00	\$0.00	Draft	False/False
DEF	Operating Budget	Default Budget	Default Budget	\$10,231,192.00	\$0.00	Final	True/True

Showing 1 to 23 of 23 entries

First Previous 1 Next Last

Create Warrant View/Calculate Budget Request Pre-Review Default Budget



Default Budget



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Default Budget Newport 2021

Appropriations

General Government		Search: <input type="text"/>					
Account Code	Purpose	Prior Year Adopted Operating Budget	Reductions or Increases	Less One Time Appropriations	Default Budget	Reason	
Public Safety							
Airport/Aviation Center							
Highways and Streets							
Sanitation							
Water Distribution and Treatment	4197 Advertising and Regional Association	\$20,492	\$0	\$0	\$20,492		
Electric	4195 Cemeteries	\$3,002	\$0	\$0	\$3,002		
Health	0000-0000 Collective Bargaining	\$0	\$0	\$0	\$0		
Welfare							
Culture and Recreation	4140-4149 Election, Registration, and	\$171,490	\$0	\$0	\$171,490		

Budget Tab

Create/Import Articles

Proposed Appropriations & Revenues

Default Budget (SB2)

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Default Budget

General Government		Search: <input type="text"/>					
Account Code	Purpose	Prior Year Adopted Operating Budget	Reductions or Increases	Less One Time Appropriations	Default Budget	Reason	
4197	Advertising and Regional Association	\$20,492	\$0	\$0	\$20,492		
4195	Cemeteries	\$3,002	\$0	\$0	\$3,002		
0000-0000	Collective Bargaining	\$0	\$0	\$0	\$0		
4140-4149	Election, Registration, and Vital Statistics	\$171,490	\$0	\$0	\$171,490		
4130-4139	Executive	\$181,537	\$0	\$0	\$181,537		
4150-4151	Financial Administration	\$337,185	\$0	\$0	\$337,185		
4194	General Government Buildings	\$537,739	\$0	\$0	\$537,739		
4196	Insurance	\$1	\$0	\$0	\$1		
4153	Legal Expense	\$70,000	\$0	\$0	\$70,000		
4199	Other General Government	\$106,180	\$0	\$0	\$106,180		

Budget Tab

Create/Import Articles

Proposed Appropriations & Revenues

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Default Budget

General Government		Search:				
Account Code	Purpose	Prior Year Adopted Operating Budget	Reductions or Increases	Less One Time Appropriations	Default Budget	Reason
4197	Advertising and Regional Association	\$20,492	\$0	\$0	\$20,492	
4195	Cemeteries	\$3,002	\$0	\$0	\$3,002	
0000-0000	Collective Bargaining	\$0	\$0	\$0	\$0	
4140-4149	Election, Registration, and Vital Statistics	\$171,490	\$0	\$0	\$171,490	
4130-4139	Executive	\$181,537	\$0	\$0	\$181,537	
4150-4151	Financial Administration	\$337,185	\$0	\$0	\$337,185	
4194	General Government Buildings	\$537,739	\$0	\$0	\$537,739	
4153	Legal Expense	\$70,000	\$0	\$0	\$70,000	
4199	Other General Government	\$106,120	\$0	\$0	\$106,120	

Budget Tab

Create/Import Articles

Proposed Appropriations & Revenues

Default Budget (SB2)

Pre-Review

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Finalize Budget

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4199	Other General Government	\$106,180	\$0	\$0	\$106,180	
4155-4159	Personnel Administration	\$0	\$0	\$0	\$0	

	Prior Year Adopted Operating Budget	Reductions or Increases	One Time Appropriations	Default Budget
Total	\$10,231,192	\$0	\$0	\$10,231,192

[Budget Home](#) [Save & Recalculate](#) [Save & Budget Home](#) [Submit](#) [View Default Budget Report](#)



Pre-Review



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Warrant Drafting



Budget Newport 2021

Prior Year Import Date: 3/16/2021

Please create a new warrant article to begin

Show 100 entries

Search:

Actions	Number ^	Category ^	Type ^	Purpose ^	Raise Amount ^	Offset Amount ^	Status ^	Raise/Offset Match ^
	01	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	True/True
	02	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	True/True
	03	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	True/True
	04	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	True/True

Budget Tab

Create/Import Articles

Proposed Appropriations & Revenues

Default Budget (SB2)






Pre-Review

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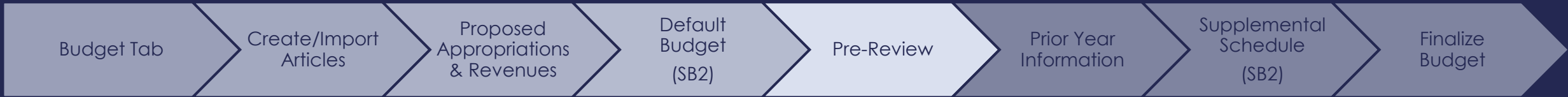
Finalize Budget

Pre-Review






	19	Non-Monetary	Adopt/Modify Disabled Exemption	Modify Disabled Exemption Income Limits	\$0.00	\$0.00	Draft	True/True
	20	Special	Other	VNH of VT & NH	\$4,000.00	\$0.00	Draft	True/True
	21	Special	Other	WCBH petition article	\$5,000.00	\$0.00	Draft	True/True
	22	Non-Monetary	Other (Blank)	Other business	\$0.00	\$0.00	Draft	True/True
	DEF	Operating Budget	Default Budget	Default Budget	\$10,231,192.00	\$0.00	Appropriations	False/False

Showing 1 to 23 of 23 entries First Previous 1 Next Last

Create Warrant View/Calculate Budget Request Pre-Review Default Budget



Pre-Review

	19	Non-Monetary	Adopt/Modify Disabled Exemption	Modify Disabled Exemption Income Limits	\$0.00	\$0.00	Draft	True/True
	20	Special	Other	VNH of VT & NH	\$4,000.00	\$0.00	Draft	True/True
	21	Special	Other	WCBH petition article	\$5,000.00	\$0.00	Draft	True/True
	22	Non-Monetary	Other (Blank)	Other business	\$0.00	\$0.00	Draft	True/True
	DEF	Operating Budget	Default Budget	Default Budget	\$10,231,192.00	\$0.00	Appropriations	False/False

Showing 1 to 23 of 23 entries

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Create Warrant

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Budget Tab

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Pre-Review

	04	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	True/True
	05	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	True/True
	06	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	True/True
	07	Special	Long-Term Borrowing	Community Center	\$6,500,000.00	\$6,500,000.00	Draft	True/True
	08	Special	Long-Term Borrowing	Sewer Asset Management Program	\$30,000.00	\$30,000.00	Draft	True/True
	09	Operating Budget	Operating Budget-Town-SB2	Operating Budget	\$10,231,192.00	\$5,223,990.00	Draft	True/True
	10	Special	Appropriate to CRF or ETF	Communications Capital Reserve	\$5,000.00	\$0.00	Draft	True/True
	11	Special	Appropriate to CRF or ETF	Recreation Facilities Capital Reserve	\$10,000.00	\$0.00	Draft	True/True
	12	Special	Appropriate to CRF or ETF	Revaluation Capital Reserve	\$50,000.00	\$0.00	Draft	True/True
	13	Special	Appropriate to CRF or ETF	Ambulance Capital Reserve	\$60,000.00	\$0.00	Draft	True/True
	14	Special	Use of CRF or ETF and Taxation	District Court Building Roof	\$22,500.00	\$22,500.00	Draft	True/True
	15	Individual	Other	Water Line Engineering	\$100,000.00	\$100,000.00	Draft	True/True

Budget Tab

Create/Import Articles

Proposed Appropriations & Revenues

Default Budget (SB2)

Pre-Review

Prior Year Information






Supplemental Schedule (SB2)

Finalize Budget

Pre-Review

 One or more comments are still unread.

 All issues have been marked as resolved.

  	07	Special	 Long-Term Borrowing	Community Center	\$6,500,000.00	\$6,500,000.00	Draft	True/True
  	08	Special	Long-Term Borrowing	Sewer Asset Management Program	\$30,000.00	\$30,000.00	Draft	True/True
  	09	Operating Budget	Operating Budget-Town-SB2	Operating Budget	\$10,231,192.00	\$5,223,990.00	Draft	True/True
  	10	Special	Appropriate to CRF or ETF	Communications Capital Reserve	\$5,000.00	\$0.00	Draft	True/True

Budget Tab

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Pre-Review



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Budget (Warrant) Newport 2021

Enter Information about Warrant Article

[Show/Hide](#)

Warrant Article Information	Proposed Appropriations	Estimated Offsetting Revenue
Number: <input type="text" value="08"/>	Recommended: <input type="text" value="\$30,000"/>	Estimated Revenues: <input type="text" value="\$30,000"/>
Category: Special	Not Recommended: <input type="text" value="\$0"/>	
Type: Long-Term Borrowing	Total Proposed: \$30,000	Total Estimated Revenues: \$30,000
Purpose: <input type="text" value="Sewer Asset Management"/>	Calc Recommended: \$30,000	Calc Estimated Revenues: \$30,000
	Calc Not Recommended: \$0	

Budget Tab

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Pre-Review

Pre-Review Comments

[View Pre-Review Comments Disclaimer](#)

DRA Pre-Review

Comments

 3/16/2021 9:28 PM Required Change   PENDING

Total Comments: 1

[Recalculate](#)

[Appropriations](#) [Revenues](#)

General Government

Public Safety

Airport/Aviation Center

Highways and Streets

Sanitation

Water Distribution and Treatment

Electric

Health

Search:

Account Code

Description

Board

Recommended

Board

Not

Recommended

0000-0000

Collective Bargaining

\$0

\$0

4130-4139

\$0

\$0

Budget Tab

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& Revenues

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Pre-Review Comments

[View Pre-Review Comments Disclaimer](#)

DRA Pre-Review

Comments

3/16/2021 9:28 PM Required Change

PENDING

System Administrator Says (3/16/2021 9:28 PM):

The article language needs revision.

Responses: 0

[Mark as Read](#)

[Add Reply](#)

Total Comments: 1



[Recalculate](#)

[Appropriations](#) [Revenues](#)

General Government

Public Safety

Airport/Aviation Center

Search:

Account Code

Board

Board

Net

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Budget

Pre-Review

Pre-Review Comments

[View Pre-Review Comments Disclaimer](#)

DRA Pre-Review

Comments

3/16/2021 9:28 PM Required Change



PENDING

System Administrator Says (3/16/2021 9:28 PM):

The article language needs revision.

Responses: 0

[Mark as Read](#)

[Add Reply](#)

Response Body:

[Save](#)

Total Comments: 1

Budget Tab

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& Revenues

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Budget

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DRA Pre-Review

Comments

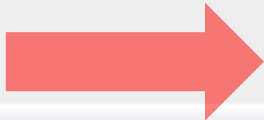
3/16/2021 9:28 PM Required Change   PENDING

System Administrator Says (3/16/2021 9:28 PM):
The article language needs revision.

Responses: 0 [Mark as Read](#)

 [Add Reply](#)

Response Body:

 [Save](#)

Total Comments: 1

Budget Tab

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DRA Pre-Review

Comments

3/16/2021 9:28 PM Required Change

  PENDING

System Administrator Says (3/16/2021 9:28 PM):

The article language needs revision.

Responses: 2


[Mark as Read](#)

Town Administrator Says (3/16/2021 9:41 PM):

What language changes need to be made?

System Administrator Says (3/16/2021 9:42 PM):

Review paragraph one, lines four through six with legal counsel.

 [Add Reply](#)

Total Comments: 1

[Recalculate](#)

[Appropriations](#)

[Revenues](#)

Budget Tab

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Budget

Pre-Review

DRA Pre-Review

Comments

3/16/2021 9:28 PM Required Change ✓ COMPLETED

System Administrator Says (3/16/2021 9:28 PM):

The article language needs revision.

Responses: 3

[Mark as Unread](#)

Town Administrator Says (3/16/2021 9:41 PM):

What language changes need to be made?

System Administrator Says (3/16/2021 9:42 PM):

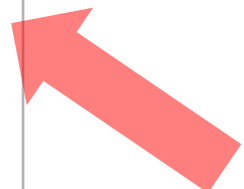
Review paragraph one, lines four through six with legal counsel.

Town Administrator Says (3/16/2021 9:42 PM):

Language has been revised.

[Add Reply](#)

Total Comments: 1



Budget Tab

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Next Steps





Warrant Drafting

 **Budget Newport 2021**
Prior Year Import Date: 3/16/2021

Please create a new warrant article to begin

Show 100 entries

Search:

Actions	Number ^	Category ^	Type ^	Purpose ^	Raise Amount ^	Offset Amount ^	Status ^	Raise/Offset Match ^
	01	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	True/True
	02	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	True/True
	03	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	True/True
	04	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	True/True

Budget Tab

Create/Import Articles

Proposed Appropriations & Revenues

Default Budget (SB2)

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Finalize Budget

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	05	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	True/True
	06	Non-Monetary	Other (Blank)	Election	\$0.00	\$0.00	Draft	True/True
	07	Special	Long-Term Borrowing	Community Center	\$6,500,000.00	\$6,500,000.00	Draft	True/True
	08	Special	Long-Term Borrowing	Sewer Asset Management Program	\$30,000.00	\$30,000.00	Draft	True/True
	09	Operating Budget	Operating Budget-Town-SB2	Operating Budget	\$10,231,192.00	\$5,223,990.00	Draft	True/True
	10	Special	Appropriate to CRF or ETF	Communications Capital Reserve	\$5,000.00	\$0.00	Draft	True/True
	11	Special	Appropriate to CRF or ETF	Recreation Facilities Capital Reserve	\$10,000.00	\$0.00	Draft	True/True
	12	Special	Appropriate to CRF or ETF	Revaluation Capital Reserve	\$50,000.00	\$0.00	Draft	True/True
	13	Special	Appropriate to CRF or ETF	Ambulance Capital Reserve	\$60,000.00	\$0.00	Draft	True/True
	14	Special	Use of CRF or ETF and Taxation	District Court Building Roof	\$22,500.00	\$22,500.00	Draft	True/True
	15	Individual	Other	Water Line Engineering	\$100,000.00	\$100,000.00	Draft	True/True
	16	Non-Monetary	Other (Blank)	Gifts from Wills & Trusts	\$0.00	\$0.00	Draft	True/True

Budget Tab

Create/Import Articles

Proposed Appropriations & Revenues

Default Budget (SB2)






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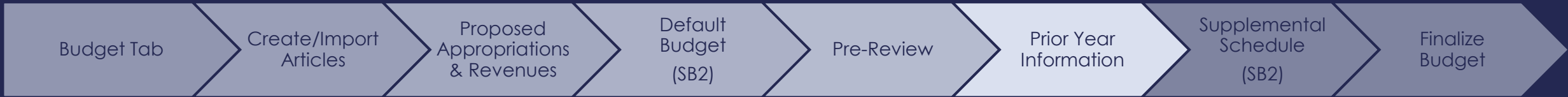
Next Steps

	19	Non-Monetary	Adopt/Modify Disabled Exemption	Modify Disabled Exemption Income Limits	\$0.00	\$0.00	Draft	True/True
	20	Special	Other	VNH of VT & NH	\$4,000.00	\$0.00	Draft	True/True
	21	Special	Other	WCBH petition article	\$5,000.00	\$0.00	Draft	True/True
	22	Non-Monetary	Other (Blank)	Other business	\$0.00	\$0.00	Draft	True/True
	DEF	Operating Budget	Default Budget	Default Budget	\$10,231,192.00	\$0.00	Final	True/True

Showing 1 to 23 of 23 entries

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- Create Warrant
- View/Calculate Budget
- Request Pre-Review
- View Budget Report
- Warrant Report
- Default Budget



Prior Year Information



Budget View Newport 2021

Raise Amounts Match Offset Amounts Match

Create Budget Step 1: Current Year Totals

Appropriations Revenues

General Government		Search: <input type="text"/>				
Account Code	WA	Actual Expenditures for Yr. Ending 6/30/2020	Appropriations for Yr. Ending 6/30/2021	Board Recommended Appropriations for Yr. Ending 6/30/2022	Board Not Recommended Appropriations for Yr. Ending 6/30/2022	
Description						
0000-0000		0.00	0.00	\$0	\$0	
Collective						



Prior Year Information

Appropriations Revenues

General Government

Public Safety

Airport/Aviation Center

Highways and Streets

Sanitation

Water Distribution and Treatment

Electric

Health

Welfare

Culture and Recreation

Conservation and Development

Debt Service

Capital Outlay

Operating Transfers Out

Special

Search:

Account Code	WA	Actual Expenditures for Yr. Ending 6/30/2020	Appropriations for Yr. Ending 6/30/2021	Board Recommended Appropriations for Yr. Ending 6/30/2022	Board Not Recommended Appropriations for Yr. Ending 6/30/2022
0000-0000 Collective Bargaining		0.00	0.00	\$0	\$0
4130-4139 Executive	09	178598.00	181537.00	\$181,537	\$0
4140-4149 Election, Registration, and Vital Statistics	09	166122.00	171490.00	\$171,490	\$0
4150-4151 Financial Administration	09	322826.00	337185.00	\$337,185	\$0

Budget Tab

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Finalize Budget

Prior Year Information

Individual	4152					
	Revaluation of Property	09	128019.00	104280.00	\$104,280	\$0

Description	Board's Recommended Budget
Operating Budget Total Appr.	\$10,231,192.00
Special Warrant Total	\$6,686,500.00
Individual Warrant Articles	\$100,000.00
Total Appropriations	\$17,017,692.00
Less Revenues/Grant	\$11,876,490.00
Estimated Amount of Taxes to be Raised	\$5,141,202.00

Cancel
Save & Budget Home
Save & Recalculate
Continue to Step 2 - Finalize



Supplemental Schedule



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Budget View New Durham 2021

Raise Amounts Match

Offset Amounts Match

BUDGET COMMITTEE SUPPLEMENTAL SCHEDULE

1. Total recommended by Budget Committee

\$4,245,461

Less Exclusions

2. Principal: Long-Term Bonds & Notes

\$0

3. Interest: Long-Term Bonds & Notes

\$0

4. Capital outlays funded from Long-Term Bonds & Notes

\$0

5. Mandatory Assessments

\$0

Budget Tab

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Supplemental Schedule

Collective Bargining Cost Items

9. Recommended Cost Items (Prior to Meeting)

\$0

10. Voted Cost Items (Voted at Meeting)

\$0

11. Amount voted over recomended amount (Difference of Lines 9 and 10)

\$0

Mandatory Water & Waste Treatment Facilities (RSA 32:21)

12. Amount Recommended (Prior to Meeting)

\$0

13. Amount Voted (Voted at Meeting)

\$0

14. Amount voted over recommended amount (Difference of Lines 12 and 13)

\$0

15. Bond Override (RSA 32:18-a), Amount Voted

\$0

Maximum Allowable Appropriations Votes At Meeting

(Line 1 + Line 8 + Line 11 + Line 14 + Line 15)

\$4,670,007

Save Only

By clicking "Finalize budget" you will submit for FINAL proposed budget to DRA. After this step you will no longer be able to edit warrant articles of budget amounts. Following submission please print the appropriate budget form and post for annual meeting.

Budget Tab

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& Revenues

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Budget

Finalize Budget

15. Bond Override (RSA 32:18-a), Amount Voted	\$0
Maximum Allowable Appropriations Votes At Meeting (Line 1 + Line 8 + Line 11 + Line 14 + Line 15)	\$4,670,007
Save Only	

By clicking "Finalize budget" you will submit for FINAL proposed budget to DRA. After this step you will no longer be able to edit warrant articles of budget amounts. Following submission please print the appropriate budget form and post for annual meeting.

[Budget Home](#) [Finalize Budget](#) 





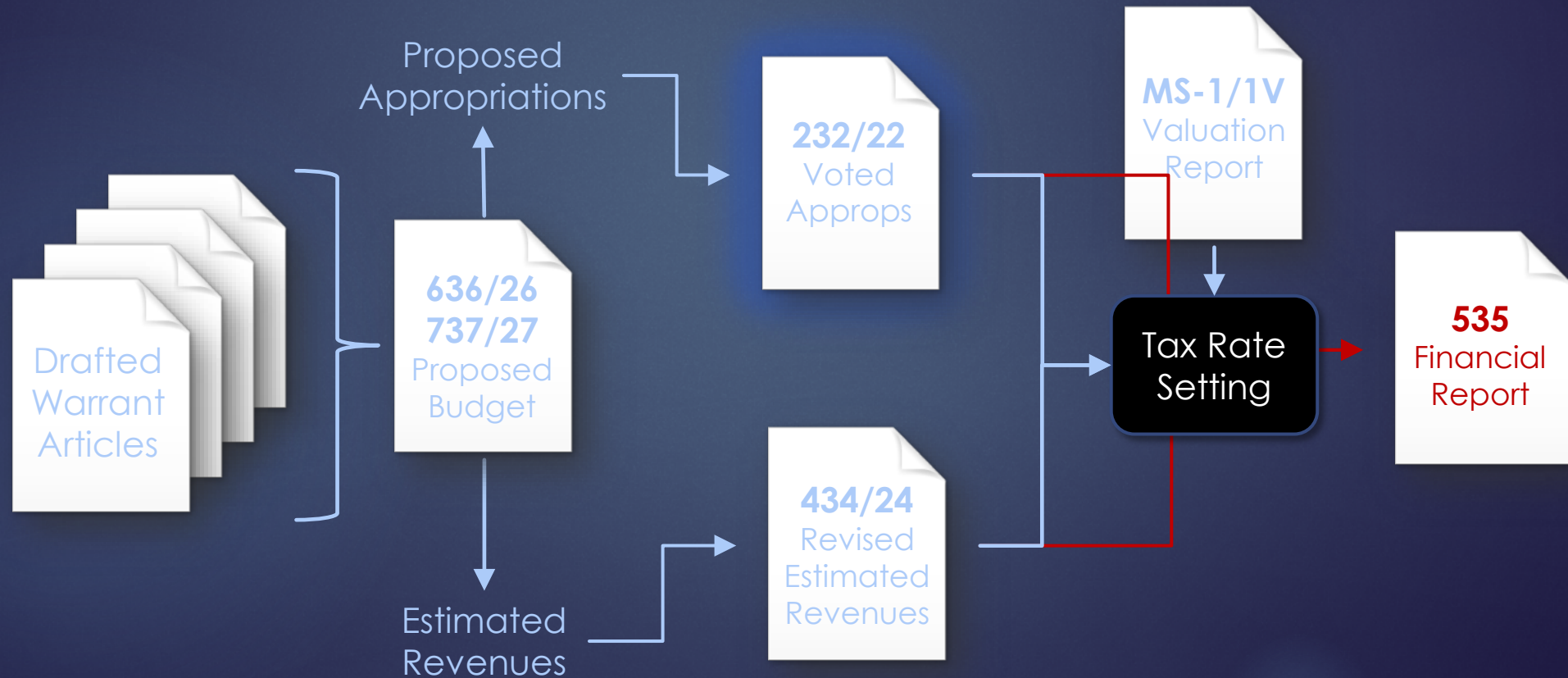
MUNICIPAL TAX RATE
SETTING PORTAL

Voted Appropriations Process

Topics

- ▶ Conversion of Warrant Articles to Voted Appropriations
- ▶ Submission of Voted Appropriations
- ▶ Required Documents
- ▶ DRA Approval Process

Overview of the Tax Rate Process



Appropriations Process

Proposed Budget

1. Did the Warrant Article Pass or Fail?



MS-636
MS-6C

2. Was the Warrant Article Amended?



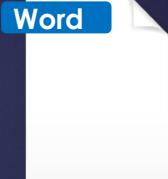
MS-26
MS-27

3. Was Amendment Financial?

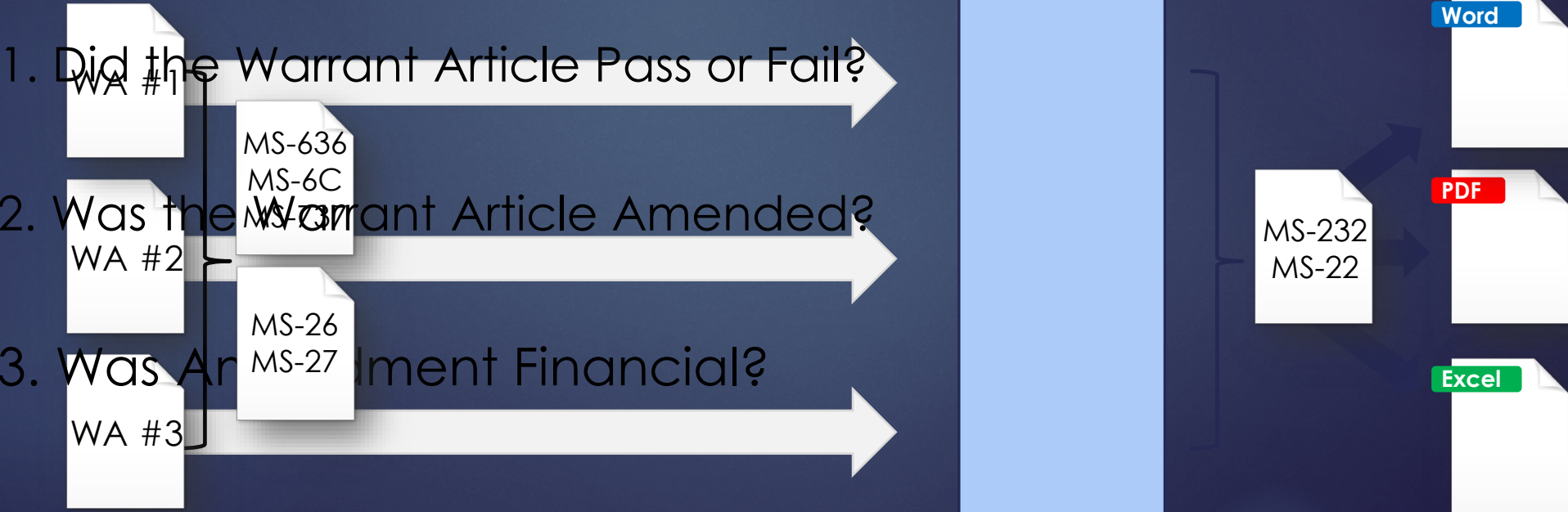


Annual Meeting

Voted Appropriations



MS-232
MS-22



Appropriations

Instruction Search:

Instruction	Account Code Description	WA	As Voted	Elementary	Middle	High
Support Services						
General Administration						
Executive Administration						
Non-Instructional Services	1100-1199 Regular Programs		\$0	<input type="text" value="\$0"/>	<input type="text" value="\$0"/>	<input type="text" value="\$0"/>
Facilities Acquisition and Construct						
Other Outlays	1200-1299 Special Programs		\$0	<input type="text" value="\$0"/>	<input type="text" value="\$0"/>	<input type="text" value="\$0"/>
Fund Transfers						
	1300-1399 Vocational Programs		\$0	<input type="text" value="\$0"/>	<input type="text" value="\$0"/>	<input type="text" value="\$0"/>
	1400-1499 Other Programs		\$0	<input type="text" value="\$0"/>	<input type="text" value="\$0"/>	<input type="text" value="\$0"/>
	1500-1599 Non-Public Programs		\$0	<input type="text" value="\$0"/>	<input type="text" value="\$0"/>	<input type="text" value="\$0"/>
	1600-1699 Adult/Continuing Education Programs		\$0	<input type="text" value="\$0"/>	<input type="text" value="\$0"/>	<input type="text" value="\$0"/>

Appropriations Summary				
Appropriations As Voted	Elementary	Middle	High	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

NH DOE Appropriations Breakdown

SUPPLEMENTARY INFORMATION

DESCRIPTION	FUNCTION	OBJECT	ELEMENTRY	MIDDLE/JR. HIGH	HIGH	TOTAL
Tuition to NH LEAs	All	561	\$0.00	\$0.00	\$0.00	\$0.00
Other Tuition	All	562-569	\$0.00	\$0.00	\$0.00	\$0.00
Land and Improvements	All*	710				\$0.00
Buildings	All*	720				\$0.00
Additional Equipment	All	730	\$0.00	\$0.00	\$0.00	\$0.00
Summer School	1430		\$0.00	\$0.00	\$0.00	\$0.00

* Includes all functions except 4000

Detail on items to be financed by bonds, notes, and/or withdrawals from capital reserve funds.

1. Purpose		Amount	\$0.00
2. Purpose		Amount	\$0.00
3. Purpose		Amount	\$0.00
4. Purpose		Amount	\$0.00
5. Purpose		Amount	\$0.00
6. Purpose		Amount	\$0.00
7. Purpose		Amount	\$0.00
8. Purpose		Amount	\$0.00
9. Purpose		Amount	\$0.00
10. Purpose		Amount	\$0.00

Save Only

NH DOE Supplemental Schedule

Required Documentation

These must be uploaded within 20 days after the annual meeting:

Required Documentation


- ▶ Budget as Posted
- ▶ Warrant as Posted
- ▶ Meeting Minutes
- ▶ Signed Appropriations as Voted

Additional SB-2 Documentation

- ▶ Certified Counts/Ballot Minutes
- ▶ Official Ballot
- ▶ Deliberative Session Minutes

DRA Approval Process

- ▶ DRA will review annual meeting information & make adjustments if needed
- ▶ Email will be sent when process is complete
- ▶ Log in & download your “R” form (MS-232R/MS-22R)



New Hampshire
Department of
Revenue Administration

2018
MS-232-R

DRAFT
DRA REVIEW NOT COMPLETE

DRA Revised/Reviewed Appropriations
Auburn

For the period beginning January 1, 2018 and ending December 31, 2018

REVIEW IN PROGRESS

THE DRA REVIEW PROCESS HAS NOT BEEN COMPLETED
THIS REPORT IS FOR INFORMATIONAL PURPOSES ONLY

In accordance with RSA 21-J:35, the department is notifying you of the following changes in the appropriations used in computing the tax rate.

Account	Purpose	Article	Appropriations As Voted	Change Amount	DRA Revised Appropriations
General Government					
4130-4139	Executive	03,11	\$268,895	(\$268,895)	\$0
4140-4149	Election, Registration, and Vital Statistics	11	\$81,977	(\$81,977)	\$0
4150-4151	Financial Administration	11	\$97,767	(\$97,767)	\$0
4152	Revaluation of Property		\$0	\$0	\$0
4153	Legal Expense	11	\$57,000	(\$57,000)	\$0
4155-4159	Personnel Administration	11	\$394,312	(\$394,312)	\$0
4191-4193	Planning and Zoning	11	\$33,751	(\$33,751)	\$0
4194	General Government Buildings	11	\$137,586	(\$137,586)	\$0
4195	Cemeteries	11	\$36,323	(\$36,323)	\$0
4196	Insurance	11	\$109,571	(\$109,571)	\$0
4197	Advertising and Regional Association	11	\$8,583	(\$8,583)	\$0
4199	Other General Government	11	\$120,514	(\$120,514)	\$0
General Government Subtotal			\$1,346,279	(\$1,346,279)	\$0
Public Safety					
4210-4214	Police	11	\$1,152,412	(\$1,152,412)	\$0
4215-4219	Ambulance	11	\$80,083	(\$80,083)	\$0
4220-4229	Fire	11	\$416,238	(\$416,238)	\$0
4240-4249	Building Inspection	11	\$66,057	(\$66,057)	\$0
4290-4298	Emergency Management	11	\$701	(\$701)	\$0
4299	Other (Including Communications)	11	\$1,000	(\$1,000)	\$0
Public Safety Subtotal			\$1,716,491	(\$1,716,491)	\$0
Airport/Aviation Center					
4301-4309	Airport Operations		\$0	\$0	\$0
Airport/Aviation Center Subtotal			\$0	\$0	\$0



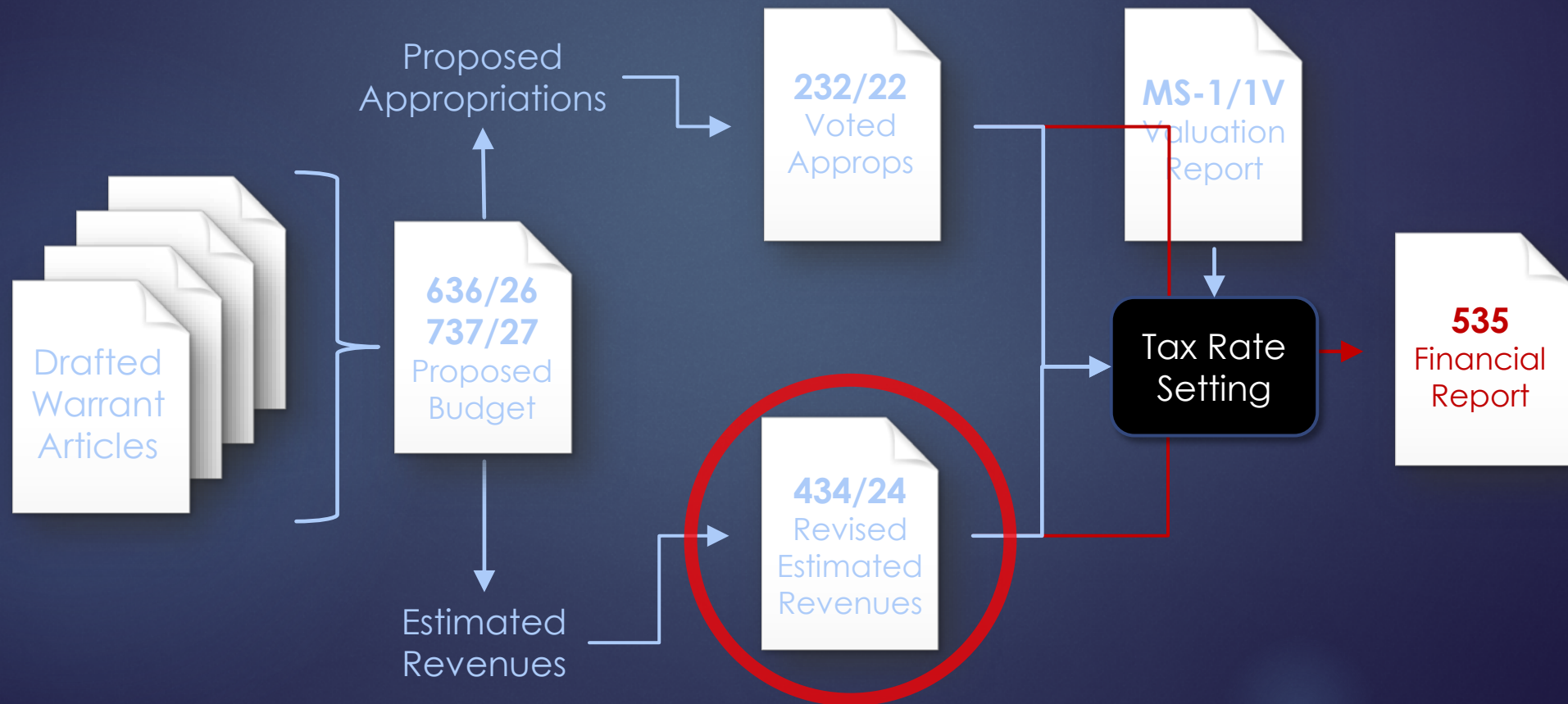
MUNICIPAL TAX RATE
SETTING PORTAL

Revised Estimated Revenues

Topics

- ▶ Accessing the interface (starting July 1st)
- ▶ Updating the estimated revenue figures
- ▶ Fund balance and overlay
- ▶ Submission and DRA Review

Overview of the Tax Rate Process




Revenue Review Interface

New Hampshire Department of Revenue Administration
Municipal Tax Rate Setting Portal

Help | My Profile | Log Out (Town Administrator)

Home Budget **Financial** Tax Rates Reports Settings

 **Home**

Acworth - Associated Entity -

Advisor Information
Jamie Dow
603-230-5000
internal@axiomnh.com

Budget Home
Budgeting and Appropriations [Continue ▶](#)

Financial Home
Submit Revised Estimates [Continue ▶](#)

Tax Rates
Assign Initial & Final Rates [Continue ▶](#)

Report Center
View and Download Reports [Continue ▶](#)

Settings
Application Configuration [Continue ▶](#)

Status

- Pre-Review
- Appropriations Review
- Reserves & Trusts
- Financial Review
- Revenue Review
- Assessments
- Preliminary Rate
- Overlay Request
- Final Rate (Advisor)
- Final Rate (Administrator)
- Commitment Amount


TAX RATE NOT SET


Revenue Review Interface


New Hampshire Department of Revenue Administration
Municipal Tax Rate Setting Portal


Help | My Profile | Log Out (Town Administrator)

Home Budget **Financial** Tax Rates Reports Settings

 **Financial Acworth**

 Revenue Review

 MS-535 Review



Revenue Review Interface



Home

Budget

Financial

Tax Rates

Reports

Settings



Estimated Revenues View Acworth

Create Revenues: Current Year Totals

[Recalculate](#)

Revenues

Taxes		Search: <input type="text"/>		
Account Code	WA	Current Year Revised Estimated Revenues	Notes/Source	
Description				
3120 Land Use Change Tax - General Fund	05	<input type="text" value="\$3,000"/>	<input type="text"/>	
3180 Resident Tax		<input type="text" value="\$0"/>	<input type="text"/>	
3185 Yield Tax	05	<input type="text" value="\$10,000"/>	<input type="text"/>	
3186 Payment in Lieu of Taxes		<input type="text" value="\$0"/>	<input type="text"/>	
3187 Excavation Tax	05	<input type="text" value="\$30"/>	<input type="text"/>	
3189 Other Taxes		<input type="text" value="\$0"/>	<input type="text"/>	
3190 Interest and Penalties on	05	<input type="text" value="\$22,000"/>	<input type="text"/>	

Revenue Review Interface

Revenues

Taxes Search:

- Licenses, Permits, and Fees
- State Sources
- Charges for Services
- Miscellaneous Revenues
- Interfund Operating Transfers In
- Other Financing Sources

Account Code Description	WA	Current Year Revised Estimated Revenues	Notes/Source
3120 Land Use Change Tax - General Fund	05	\$3,000	
3180 Resident Tax		\$0	
3185 Yield Tax	05	\$10,000	
3186 Payment in Lieu of Taxes		\$0	
3187 Excavation Tax	05	\$30	
3189 Other Taxes		\$0	
3190 Interest and Penalties on Delinquent Taxes	05	\$32,000	

		SUBTOTAL OF REVENUES	\$580,351
Unassigned Fund Balance (unreserved)		\$0	
Less Emergency Appropriations(RSA 32.11)		\$0	
Amount Voted from Fund Balance		\$217,133	\$217,133
Fund Balance to Reduce Taxes		\$0	\$0
Fund Balance Retained		(\$217,133)	
		TOTAL REVENUES AND CREDITS	\$797,484

Revenue Review Interface

Revenues

Taxes

Licenses, Permits, and Fees

Search:

Account Code	Description	WA	Current Year Revised Estimated Revenues	Notes/Source
3120	Land Use Change Tax - General Fund	05	\$3,000	
3180	Resident Tax		\$0	
3185	Yield Tax	05	\$10,000	
3186	Payment in Lieu of Taxes		\$0	
3187	Excavation Tax	05	\$30	
3189	Other Taxes		\$0	
3190	Interest and Penalties on Delinquent Taxes	05	\$32,000	

Amount Voted from Fund Balance	\$217,133	\$217,133
Fund Balance to Reduce Taxes	\$0	\$0
Fund Balance Retained	(\$217,133)	
TOTAL REVENUES AND CREDITS		\$797,484

Revenue Review Interface

3186	Payment in Lieu of Taxes		<input type="text" value="\$0"/>	<input type="text"/>
3187	Excavation Tax	05	<input type="text" value="\$30"/>	<input type="text"/>
3189	Other Taxes		<input type="text" value="\$0"/>	<input type="text"/>
3190	Interest and Penalties on Delinquent Taxes	05	<input type="text" value="\$32,000"/>	<input type="text"/>

		SUBTOTAL OF REVENUES	\$580,351
Unassigned Fund Balance (unreserved)		\$0	
Less Emergency Appropriations(RSA 32.11)		\$0	
Amount Voted from Fund Balance		\$217,133	\$217,133
Fund Balance to Reduce Taxes		\$0	\$0
Fund Balance Retained		(\$217,133)	
		TOTAL REVENUES AND CREDITS	\$797,484
Requested Overlay		\$0	

Save & Financial Home

Save and Refresh

Submit for Review

Revenue Review Interface

3186	Payment in Lieu of Taxes		\$0	
3187	Excavation Tax	05	\$30	
3189	Other Taxes		\$0	
3190	Interest and Penalties on Delinquent Taxes	05	\$32,000	
			SUBTOTAL OF REVENUES	\$580,351
Unassigned Fund Balance (unreserved)			\$0	
Less Emergency Appropriations(RSA 32.11)			\$0	
Amount Voted from Fund Balance			\$217,133	\$217,133
Fund Balance to Reduce Taxes			\$0	\$0
Fund Balance Retained			(\$217,133)	
			TOTAL REVENUES AND CREDITS	\$797,484
Requested Overlay			\$0	

Save & Financial Home Save and Refresh Submit for Review

Revenue Review Interface

3186	Payment in Lieu of Taxes		<input type="text" value="\$0"/>	<input type="text"/>
3187	Excavation Tax	05	<input type="text" value="\$30"/>	<input type="text"/>
3189	Other Taxes		<input type="text" value="\$0"/>	<input type="text"/>
3190	Interest and Penalties on Delinquent Taxes	05	<input type="text" value="\$32,000"/>	<input type="text"/>

		SUBTOTAL OF REVENUES	\$580,351
Unassigned Fund Balance (unreserved)		\$0	
Less Emergency Appropriations(RSA 32.11)		\$0	
Amount Voted from Fund Balance		\$217,133	\$217,133
Fund Balance to Reduce Taxes		\$0	\$0
Fund Balance Retained		(\$217,133)	
		TOTAL REVENUES AND CREDITS	\$797,484
Requested Overlay		\$0	

Revenue Review Interface

New Hampshire Department of Revenue Administration
Municipal Tax Rate Setting Portal

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Home Budget **Financial** Tax Rates Reports Settings

Financial Acworth 2021

Revenue Review [Continue ▶](#) [VIEW EST. REVENUES REPORT](#) [VIEW DRA APPROVED EST. REVENUES](#)

MS-535 Review [Continue ▶](#)

Two red arrows point upwards from the bottom towards the 'VIEW EST. REVENUES REPORT' and 'VIEW DRA APPROVED EST. REVENUES' buttons.

Revised Estimated Revenues Report



New Hampshire
Department of
Revenue Administration

2021
MS-434

Revised Estimated Revenues

Acworth

(RSA 21-J:34)

For the period beginning January 1, 2021 and ending December 31, 2021

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.

Name Position Signature

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

2021
MS-434

Revised Estimated Revenues

Account	Source	Article	Estimated Revenue
Taxes			
3120	Land Use Change Tax - General Fund	05	\$3,000
3190	Resident Tax		\$0
3185	Yield Tax	05	\$10,000
3186	Payment in Lieu of Taxes		\$9,990
3187	Excavation Tax	05	\$30
3189	Other Taxes		\$0
3190	Interest and Penalties on Delinquent Taxes	05	\$32,000
9991	Inventory Penalties		\$0
Taxes Subtotal			\$55,020
Licenses, Permits, and Fees			
3210	Business Licenses and Permits	05	\$150
3220	Motor Vehicle Permit Fees	05	\$187,550
3230	Building Permits	05	\$500
3290	Other Licenses, Permits, and Fees	05	\$2,565
3311-3319	From Federal Government		\$0
Licenses, Permits, and Fees Subtotal			\$190,765
State Sources			
3351	Municipal Aid/Shared Revenues		\$0
3352	Meals and Rooms Tax Distribution	05	\$45,000
3353	Highway Block Grant	05	\$167,941
3354	Water Pollution Grant		\$0
3355	Housing and Community Development		\$0
3356	State and Federal Forest Land Reimbursement	05	\$165
3357	Flood Control Reimbursement		\$0
3359	Other (Including Railroad Tax)		\$0
3379	From Other Governments		\$0
State Sources Subtotal			\$213,106
Charges for Services			
3401-3406	Income from Departments	05	\$12,000
3409	Other Charges		\$0
Charges for Services Subtotal			\$12,000
Miscellaneous Revenues			
3501	Sale of Municipal Property	05	\$1,500
3502	Interest on Investments	05	\$1,500
3503-3509	Other	05	\$2,200
Miscellaneous Revenues Subtotal			\$5,200



New Hampshire
Department of
Revenue Administration

2021
MS-434

Revised Estimated Revenues Summary

Subtotal of Revenues	\$690,341
Unassigned Fund Balance (Unreserved)	\$0
(Less) Emergency Appropriations (RSA 32:11)	\$0
(Less) Voted from Fund Balance	\$217,133
(Less) Fund Balance to Reduce Taxes	\$0
Fund Balance Retained	(\$217,133)
Total Revenues and Credits	\$807,474
Requested Overlay	\$0

DRA Approved Revenues Report



New Hampshire
Department of
Revenue Administration

2021
MS-434-R

Revised Estimated Revenues Adjusted

Acworth

For the period beginning January 1, 2021 and ending December 31, 2021

In accordance with RSA 21-J:35, the department is notifying you of the following changes in the estimated revenues used in computing the tax rate.

Account	Source	Estimated Revenue	Change Amount	Estimated Revenue Adjusted
Taxes				
3120	Land Use Change Tax - General Fund	\$3,000	\$0	\$3,000
3180	Resident Tax	\$0	\$0	\$0
3185	Yield Tax	\$10,000	\$0	\$10,000
3186	Payment in Lieu of Taxes	\$9,990	\$0	\$9,990
3187	Excavation Tax	\$30	\$0	\$30
3189	Other Taxes	\$0	\$0	\$0
3190	Interest and Penalties on Delinquent Taxes	\$32,000	\$0	\$32,000
9991	Inventory Penalties	\$0	\$0	\$0
	Taxes Subtotal	\$55,020	\$0	\$55,020
Licenses, Permits, and Fees				
3210	Business Licenses and Permits	\$150	\$0	\$150
3220	Motor Vehicle Permit Fees	\$187,550	\$0	\$187,550
3230	Building Permits	\$500	\$0	\$500
3290	Other Licenses, Permits, and Fees	\$2,565	\$0	\$2,565
3311-3319	From Federal Government	\$0	\$0	\$0
	Licenses, Permits, and Fees Subtotal	\$190,765	\$0	\$190,765

State Sources

3351	Municipal Aid/Shared Revenues	\$0	\$0	\$0
3352	Meals and Rooms Tax Distribution	\$45,000	\$0	\$45,000
3353	Highway Block Grant	\$167,941	\$0	\$167,941
3354	Water Pollution Grant	\$0	\$0	\$0
3355	Housing and Community Development	\$0	\$0	\$0
3356	State and Federal Forest Land Reimbursement	\$165	\$0	\$165
3357	Flood Control Reimbursement	\$0	\$0	\$0
3359	Other (Including Railroad Tax)	\$0	\$0	\$0
3379	From Other Governments	\$0	\$0	\$0



New Hampshire
Department of
Revenue Administration

2021
MS-434-R

Revised Estimated Revenues Summary

	Estimated	Change Amount	State Adjusted
Subtotal of Revenues	\$590,341	\$0	\$590,341
Unassigned Fund Balance (Unreserved)	\$0	\$0	\$0
(Less) Emergency Appropriations (RSA 32:11)	\$0	\$0	\$0
(Less) Voted from Fund Balance	\$217,133	\$0	\$217,133
(Less) Fund Balance to Reduce Taxes	\$0	\$0	\$0
Fund Balance Retained	(\$217,133)	\$0	(\$217,133)
Total Revenues and Credits	\$807,474	\$0	\$807,474
Requested Overlay	\$0	\$0	\$0

Assessment Overview

Total Appropriations	\$0
(Less) Total Revenues and Credits	\$807,474
Net Assessment	(\$807,474)

Explanation of Adjustments

Account	Reason for Adjustment	Warrant Number



MUNICIPAL TAX RATE
SETTING PORTAL

Property Tax Rate Setting

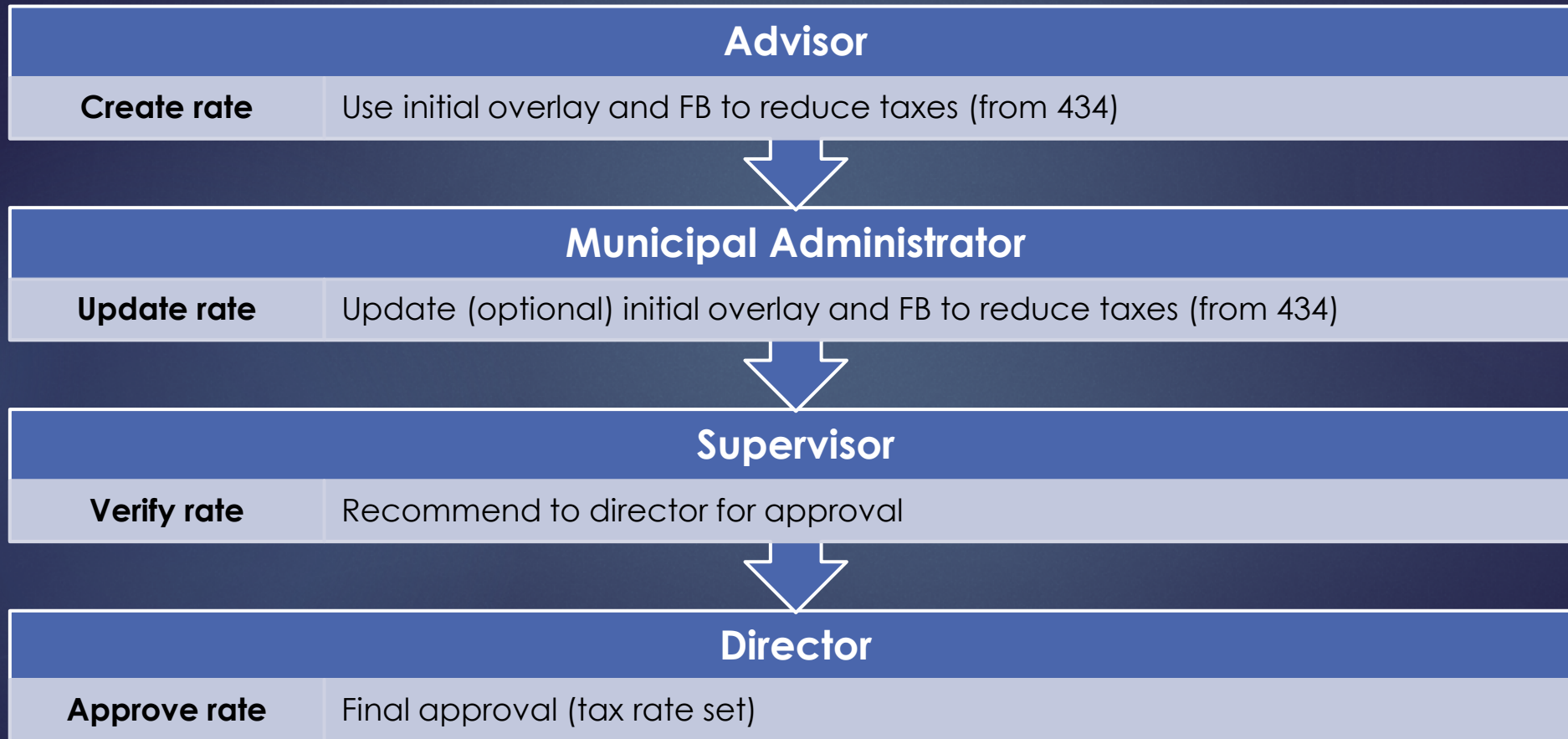
Topics

- ▶ Accessing the interface (starting July 1st)
- ▶ Updating the estimated revenue figures
- ▶ Fund balance and overlay
- ▶ Submission and DRA Review

Changes for 2021

▶ None

Tax Rate Setting Process



Overlay & Adjustment Calculation

- ▶ “Requested” overlay is an approximate amount used to calculate the tax rate
- ▶ Rounding the tax rate calculation results in partial penny adjustments
- ▶ Adjustment is applied to the municipal tax effort only

Initial Overlay = \$5,900

Tax Effort	Tax Base
\$775,900	\$15,450,000

$$\text{Tax Rate} = \frac{\$775,900 + \$5,900}{\$15,450,000} \times 100$$

Tax Rate = \$5.02

$$\text{Tax Effort} = \frac{\$5.02 \times \$15,450,000}{100}$$

$$775,900 - 775,590 = 310$$

Final Overlay = \$5,590



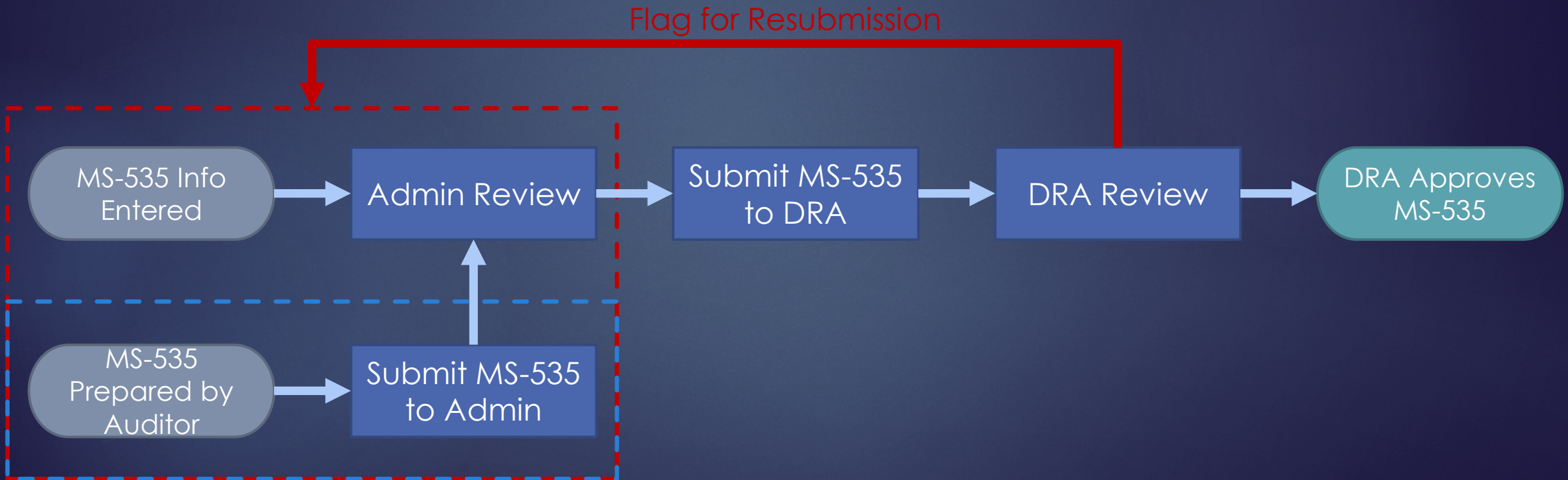
MUNICIPAL TAX RATE
SETTING PORTAL

Financial Report of the Budget (MS-535)

Topics

- ▶ The MS-535 Process
- ▶ Accessing the Interface
- ▶ Expenditures & Revenues
- ▶ Tax Commitment
- ▶ Long-Term Debt
- ▶ The Balance Sheet
- ▶ Submission

Auditor Workflow & DRA Review



MS-535 Review Interface



Home

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Financial

Tax Rates

Reports

Settings



Home

Newport

- Associated Entity -

2021

Advisor Information

Penny Touchette
603-230-5000
internal@axiomnh.com



Budget Home

Budgeting and Appropriations

Continue ▶



Financial Home

Submit Revised Estimates

Continue ▶



Tax Rates

Assign Initial & Final Rates

Continue ▶



Report Center

View and Download Reports

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Status

- Pre-Review
- Appropriations Review
- Reserves & Trusts
- Financial Review
- Revenue Review
- Assessments
- Preliminary Rate
- Overlay Request

MS-535 Review Interface



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Financial Newport 2021



Revenue Review

Disabled



MS-535 Review

Continue ▶



Expenditures & Revenues



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[Financial](#)

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Financial MS-535 Newport 2021

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[Expenditures & Revenue](#)

[Tax Commitment](#)

[Long Term Debt](#)

[Balance Sheet](#)

[Expenditures](#)

[Revenues](#)

General Government

Search:

Public Safety

Airport/Aviation Center

Account Code

Appropriated

Expended

Reason



Highways and Streets

4130-4139

\$181,537

\$0

Sanitation

Executive

Water Distribution and Treatment

4140-4149

\$171,490

\$0

Electric

Election, Registration, and Vital Statistics

Health

4150-4151

\$337,185

\$0

Welfare

Financial Administration

Culture and Recreation

4152

\$104,280

\$0

Conservation and Development

Revaluation of Property

Debt Service

4153

\$70,000

\$0

Expenditures & Revenues

Expenditures Revenues

General Government

Public Safety

Airport/Aviation Center

Highways and Streets

Sanitation

Water Distribution and Treatment

Electric

Health

Welfare

Culture and Recreation

Conservation and Development

Debt Service

Capital Outlay

Operating Transfers Out

Payments to Other Governments

Search:

Account Code	Appropriated	Expended	Reason
4130-4139 Executive	\$181,537	\$0	
4140-4149 Election, Registration, and Vital Statistics	\$171,490	\$0	
4150-4151 Financial Administration	\$337,185	\$0	
4152 Revaluation of Property	\$104,280	\$0	
4153 Legal Expense	\$70,000	\$0	
4155-4159 Personnel Administration	\$0	\$0	
4191-4193 Planning and Zoning	\$58,187	\$0	
4194 General Government Buildings	\$537,739	\$0	
4195 Cemeteries	\$3,002	\$0	
4196			

Expenditures & Revenues



Financial MS-535 Newport 2021


[Home](#)
[Expenditures & Revenue](#)
[Tax Commitment](#)
[Long Term Debt](#)
[Balance Sheet](#)




[Expenditures](#)
[Revenues](#)

Taxes		Search: <input type="text"/>		
State Sources	Account Code	Estimated	Actual	Reason
Licenses, Permits, and Fees				
Charges for Services	3110	\$0	\$0	
Miscellaneous Revenues	Property Taxes			
Interfund Operating Transfers In	3120	\$5,000	\$0	
Other Financing Sources	Land Use Change Tax - General Fund			
	3121	\$0	\$0	
	Land Use Change Taxes (Conservation)			
	3180	\$0	\$0	
	Resident Tax			
	3185	\$16,000	\$0	
	Yield Tax			
	3186	\$94,054	\$0	
	Payment in Lieu of Taxes			
	3187	\$3,000	\$0	
	Excavation Tax			


Long-Term Debt

Long Term Debt Amortization Schedule



	Description	Original Obligation	Purpose	Annual Installment	Interest Rate	Year of Final Payment	Bonds O/S at Beginning of Year	Bonds Issued This Year	Bonds Retired This Year	Bonds O/S at End of Year
	2005	\$120,000	Sewer Construction	\$4,000	4.5	2035	\$20,300	\$0	\$0	\$20,300
	2007	\$900,000	Fire Apparatus	\$64,738	4.1	2021	\$85,222	\$0	\$0	\$85,222
	2020	\$1,558,689	Sewer/ Storwater	\$85,596	2.0	2039	\$1,558,68	\$0	\$0	\$1,558,689

Showing 1 to 3 of 3 entries



Add Line

Save & Home

Save & Recalculate

MS-535 Report

The Balance Sheet



Financial MS-535 Newport 2021

[Home](#) [Expenditures & Revenue](#) [Tax Commitment](#) [Long Term Debt](#) [Balance Sheet](#)

[Assets](#) [Liabilities](#) [Fund Equity](#)

Account	CY BOY	CY EOY	Explanation
1010 Cash & Equivalents	\$6,168,734	\$0	
1030 Investments	\$0	\$0	
1080 Taxes Receivable	\$1,561,257	\$0	
1110 Tax Liens Receivable	\$669,829	\$0	
1150 Accounts Receivable	\$327,752	\$0	
1260 Due from Other Gov	\$107,009	\$0	
1310 Due from Other Funds	\$757,597	\$0	
1400 Other Current Assets	\$150,791	\$0	
1670 Tax Deeded Property	\$235,364	\$0	

Check: General Fund Reconciliation

General Fund Balance Sheet Reconciliation		Worksheet
Total Revenues	<input type="text" value="\$0"/>	((\$1))
Total Expenditures	<input type="text" value="\$0"/>	\$7,927,770
Change	<input type="text" value="\$0"/>	\$7,927,769
Ending Fund Equity from Balance Sheet	<input type="text" value="\$0"/>	\$0
Less Beginning Fund Equity from Balance Sheet	<input type="text" value="\$0"/>	\$7,927,769
Change	<input type="text" value="\$1,550,241"/>	
Fund Balance Difference	<input type="text" value="(\$1,550,241)"/>	

Fund Balance Difference is Less Than the Expenditure Difference

Check: General Fund Reconciliation

General Fund Balance Sheet Reconciliation		Worksheet
Total Revenues	<input type="text" value="\$0"/>	((\$1))
Total Expenditures	<input type="text" value="\$0"/>	\$7,927,770
Change	<input type="text" value="\$0"/>	\$7,927,769
Ending Fund Equity from Balance Sheet	<input type="text" value="\$0"/>	\$0
Less Beginning Fund Equity from Balance Sheet	<input type="text" value="\$0"/>	\$7,927,769
Change	<input type="text" value="\$1,550,241"/>	
Fund Balance Difference	<input type="text" value="(\$1,550,241)"/>	

Fund Balance Difference is Less Than the Expenditure Difference



MUNICIPAL TAX RATE
SETTING PORTAL

FIN!

Thank You!



Thank You!