

# Town of Amherst

## New Hampshire



## Town Report

### 2013

**Narrative Report**

**of the**

**Town Officers**

**of**

**AMHERST, NEW HAMPSHIRE**

**For the Year Ending**

**December 31, 2013**

**and**

**Financial Records**

**For Fiscal Year Ending**

**June 30, 2013**

## **Dedication**

### **George D. Infanti**

This 2013 Annual Town Report is dedicated to George D. Infanti, who passed away on June 13, 2013 following a courageous battle with cancer.

Spanning nearly a quarter of a century, George's commitment to his community included serving as a Selectman in Wilton, Milford, and Amherst, a distinction likely to be George's forever. He was a member of the Cemetery Trustees, Planning Boards everywhere, Community Development Boards, Milford Rotary Club, Boys and Girls Club. The list of George's community involvement is so long, goes back so far, for so many towns and civic groups, that one could not possibly know everything George had accomplished. He truly exemplified the Rotary motto "Service Above Self".

In a State that prides itself on the personal investment of its people, giving their sweat to our towns and our people, George was the shining example of citizen government. George never sat back and let things happen but stood front and center to fight for what he believed in. He was the model that we all strive to emulate. He was a selfless individual, always the gentleman, who thought of others before himself. We are not sure what our community would have been like without his involvement.

George was a sports fan, especially of the Boston sports teams, and he coached many children in youth sports. As a car enthusiast, he was often seen driving Grandfather's Model A in the July 4th Parade or buzzing through town on his Harley Davidson motorcycle.

George had many friends and loved spending time with his family. As a storyteller and prankster, he was often seen laughing while sharing a tale with whomever was around him.

We speak as a Board, George, in saying that it has been a pleasure to have served with you, and we speak for the community when we say you are sorely missed.



George Infanti

September 8, 1947 – June 13, 2013

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## **AMHERST SELECTMEN'S REPORT**

### **2013 Overview**

Across Amherst town government, 2013 marked a year of substantial change and activity. Demand for services increased in all eight town departments – Fire, EMS, Police, DPW, Recreation, Community Development, Library and Town Administration. Additionally, the Board of Selectmen (BOS) launched several strategic initiatives aimed at providing more (cost) effective strategic thinking, management, operations, and accountability across all municipal operations. This annual report describes progress in these areas.

### **Management and Leadership**

The Selectmen, together with the Town Administrator and department heads, revised roles and responsibilities to provide more effective management oversight. Department heads have full responsibility for running their departments. The Town Administrator is responsible for the smooth and effective running of all operations, and the Selectmen are focused on ensuring that, collectively, town government is effectively managing seven quality-of-life categories: 1.) Public Safety, 2.) Infrastructure/Built Environment, 3.) Environment/Landscapes, 4.) Historic Heritage, 5.) Economic Development, 6.) Recreation, and 7.) Education. (While education is the primary responsibility of the schools, the town offers educational programs through Fire, Police, Library and Recreation.)

The BOS has adhered to RSA requirements of municipal governing bodies and have strengthened communications with residents through an enhanced website and outreach. We have also collaborated with Amherst state legislators towards reinstating legislation that would enable the town to replace red-listed bridges ahead of the state schedule without losing the possibility for reimbursement in later years.

### **Strategic Planning**

Because effective town governance can only occur with a clear vision of where Amherst is today and where residents want it to be in the years ahead, the BOS launched a major strategic planning process, starting with town departments. The intent is to have all town boards, committees, and commissions engage in the process over the next year.

Departmental plans addressed six key topic areas:

1. **Historical perspective** – Past trends, service demands, and spending.
2. **Environmental scan** – Future economic, social, political, technological, demographic changes likely to impact Amherst (includes peer comparisons).
3. **SWOT analysis** – Departmental strengths, weaknesses, opportunities & threats.
4. **Strategic goals** – Key outcomes for the next three years or longer.
5. **Strategic initiatives** – Key initiatives, timing, outcomes, and costs.
6. **Annual operating plans & budgets** – FY15 thru at least FY17.

They can be found at: <http://amherstnh.gov/strategic-planning-budget-process-fy15/>

The goal is to have these town plans refreshed annually; to add plans from all other town boards, commissions, and committees; and to engage with the schools, so that Amherst ultimately operates with a town-wide strategic vision. Town and school officials now meet monthly to share plans and to operate more efficiently.

### **Annual Planning and Budgeting**

The strategic planning process has served a framework through which town officials can use annual plans to incrementally advance the town towards its strategic goals, with annual budgets reflecting the activities and initiatives required to do so. This represents a major shift away from simply looking at year-over-year budget numbers.

Town Administration played a key role in developing a very sophisticated analytical spreadsheet that was instrumental in helping the Selectmen do tradeoff analyses to weigh various strategic initiatives and related costs. The tool shows immediately what the impact of any choice would mean for budget, department, and tax impact.

Related to town and departmental planning is the new Performance Evaluation System instituted by the BOS that will extend to every town employee over the coming months. (The Town Administrator and all department heads are on the program now.) This program serves as the basis for individualized goals, performance, development, and accountability.

Also this year, under the auspices of the Planning Board, the town re-launched the Capital Improvement Plan (CIP), which is designed to take a six-year view of the major spending initiatives across the town and the schools. The objective is to provide visibility into the needs for significant projects and initiatives so that they can be prioritized and their impact on the taxpayers can be better managed.

### **Financial Management**

Town government has also made important strides in strengthening financial management across all municipal activities. First and foremost, the Town Administrator has identified the funds to acquire a new financial management system. The current system is unreliable, doesn't support a purchase-order process, and, as a result, makes it difficult for the Selectmen and department heads to manage budgets and resources in a timely fashion. The new system will be implemented in 2014.

The town completed its 2012 audit before the 30-June-2013 statutory deadline and has also completed the 2013 audit in time for inclusion in this town report, making it available to residents prior to the March 2014 election. Amherst received the highest rating possible from the auditing firm.

The Town Treasurer has shifted the investment of town funds to several different banks to lower banking fees and increase its return on funds set aside for upcoming disbursement. Due to the diligence of the Tax Department, Amherst's collection rate on property taxes is 96%. And, as a result of having surplus funds, the Selectmen allocated \$200,000 to lower residents' taxes.

### **Operational Effectiveness**

In addition to these initiatives, town government continued to provide high-quality services and for the benefit of residents:

- DPW oversaw the very successful roof reconstruction and restoration of town hall. (The BOS would like to thank the schools, the Fire Department, and other departments for housing town offices and making meeting space available in the interim.)
- DPW also repaved five roads (3.5 miles) and used the road bond to rebuild five roads (2.5 miles).
- Community Development digitized much of the town's land records and lowered filing fees, making it easier and less expensive to pull construction permits.
- Fire increased the number of on-call firefighters by 25% (40 to 50 members).
- Town Administration negotiated a three-year contract with the police union, which we hope will receive the support of Amherst voters in March.
- Town government identified areas with our on-call fire fighters and EMTs where low pay levels put us at a disadvantage in attracting and retaining key employees and proposed sensible adjustments to make Amherst more competitive.
- EMS responded to an 8% increase in calls.
- Police increased services to support the Rte 101A business district and extended coverage at elementary schools.
- The Library saw an increase in circulation to over 200,000 items and visits to over 100,000.
- Recreation conducted a detailed field use analysis to help determine the impact of losing Cemetery Fields for recreation in 2014 and met the highest demand ever for recreation participation.

### **FY15 Plans and Budget**

The strategic planning process helped set the stage for developing a 2014-15 plan and budget that continue to rebuild and maintain our roads while working to ensure that all other facets of the town receive timely, balanced attention.

The municipal portion of the total Amherst tax bill is 20%. Amherst has the seventh lowest municipal tax rate of the 31 towns in Hillsborough County. That said, the selectmen believe judicious, targeted funding will help balance all facets of town life, even as the major investment in roads brings this crucial infrastructure back in line.

### ***FY15 Planning***

The plan for 2014-15 (FY15) is aimed at continuing road bond work while also:

- Instituting the new financial management system and tightening the financial management process.
- Rebalancing selective salary and pay levels to keep Amherst competitive with other towns. The goal is to attract and retain excellent employees and hold them accountable for delivering excellent and cost effective services.
- Conducting a complete Public Safety review (Fire, EMS, Police, Communications)

and DPW) with a particular focus on what model for fire protection can work best for Amherst and whether we should merge Fire and EMS.

- Conducting a DPW operations review to ensure we have the optimum structure, processes, resources, and people deployed to provide the best value to residents.
- Implementing more stringent performance goals and accountability among all town employees.
- Expanding strategic planning to town boards, committees, and commissions.
- Integrating the CIP and master plan into an overall strategic plan.
- Developing plans to address the loss of Cemetery Fields recreation space and relocating the Roy Playground.
- Promoting increased teamwork among town departments and with schools.
- Making informed decisions about bridges and bridge repair.

### ***FY 15 Budget Overview***

The proposed budget associated with continuing the road bond initiative, investing in pay scales that are somewhat competitive with other towns, and keeping the quality of other town services in balance will require an annual operating budget of \$11,774,356. This represents a 4.32% increase over the FY14 default budget under which the town is currently operating. Half of the increase results from the principal and interest payments for the road bond work done through this year.

The operating budget increase would have a tax increase of \$30 on the typical \$330,000 home. All town warrants, including the operating budget warrant, if approved, would add \$177 in town taxes to the typical \$330,000 home.

We believe this investment would be highly beneficial to the town by ensuring that all aspects of Amherst's quality of life can be maintained in good balance.

### **Final Thoughts**

The members of the BOS have worked to provide a level of management, leadership, and vision that will serve the town well today and tomorrow. We have different backgrounds and don't see things the same way, but we consider this a collective strength. As a result, we have worked transparently, cooperatively, and respectfully with the shared goal of serving Amherst residents well.

We especially want to commend and thank everyone else in town government, who, in addition to their substantial duties, signed on for strategic planning, performance evaluations, and all the other initiatives that we believe will continue to make Amherst NH one of the finest towns anywhere in which to reside, raise a family, and grow a business. As always, we welcome your engagement, your ideas, and your support.

Respectfully submitted,

Dwight Brew (Chair), Brad Galinson (Vice Chair), John D'Angelo (Clerk), Tom Grella,  
Mike Akillian

## **BOARD OF SELECTMEN**

Dwight Brew, Chairman	Term Expires 2016
Brad Galinson, Vice Chairman	Term Expires 2015
John D'Angelo, Clerk	Term Expires 2016
Mike Akillian	Term Expires 2014
Thomas Grella	Term Expires 2014

## **TOWN ADMINISTRATOR**

James O'Mara

### **MODERATOR**

Steven Coughlan  
Term Expires 2014

### **TOWN CLERK**

Nancy Demers  
Term Expires 2014

### **TREASURER**

Elizabeth Overholt  
Term Expires 2015

### **TAX COLLECTOR**

Gail Stout

## **TOWN COUNSEL**

William R. Drescher, Esquire

### **PUBLIC WORKS DIRECTOR**

Bruce Berry

### **POLICE CHIEF**

Mark Reams

### **LIBRARY DIRECTOR**

Amy Lapointe

### **HEALTH OFFICER**

Mary Katherine Lockwood, Ph.D.

### **RECREATION DIRECTOR**

Nancy McMillan

### **WELFARE OFFICER**

Torrey Demanche

### **COMMUNITY DEVELOPMENT DIRECTOR**

Sarah Marchant

### **FIRE INSPECTOR**

Matthew Conley

### **FINANCE DIRECTOR**

Paul Hebert

### **BUILDING INSPECTOR & DEPUTY HEALTH OFFICER**

Richard Keyes

### **FIRE CHIEF**

Mark Boynton

### **EMS DIRECTOR**

Brian Gleason

## **EMERGENCY MANAGEMENT OPERATIONS**

Mark Boynton, Director

Donald Holden, Deputy Director

## **CAPITAL IMPROVEMENT PROCESS (CIP)**

Addie Hutchison, Chair	Citizen Member
Nate Jensen, Secretary/Alternate	Citizen Member
Mike Akillian / John D'Angelo, Alternate	Board of Selectmen (BOS) Member
Peg Bennett	Amherst School Board (ASB) Member
Michael Costolo	School Ways & Means Rep
Steve Coughlan / Chris Janson, Alternate	Souhegan School Board (SBS) Member
Eric Hahn / Sally Wilkins, Alternate	Planning Board (PB) Member
Marilyn Peterman	Planning Board Member
Elizabeth Shankel	SAU Representative
Eric Swenson	Citizen Member
Russ Thomas	Town Ways & Means Rep

## **CEMETARY TRUSTEES**

Peter Bergin, Chairman	Term Expires 2016
William Belvin	Term Expires 2015
Marie Grella	Term Expires 2014
Brad Galinson, Ex-Officio	

## **COMMUNICATIONS INFRASTRUCTURE COMMITTEE**

Doug McAllister, Chairman	Term Expires 2014
Stephen Coughlan	Term Expires 2015

## **CONSERVATION COMMISSION**

John Harvey, Chairman	Term Expires 2016
James Bowen, Vice Chairman	Term Expires 2015
Gary Cole	Term Expires 2014
Richard Hart	Term Expires 2014
Anne Krantz, Secretary	Term Expires 2015
William Wichman, Treasurer	Term Expires 2016
Bruce Beckley, Alternate	Term Expires 2016
Robert Clemens, Alternate	Term Expires 2016
Lee Gilman, Alternate	Term Expires 2015
Dwight Brew, Ex-Officio	

## **HERITAGE COMMISSION**

William Ludt, Chairman	Term Expires 2014
Mary Mahar	Term Expires 2014
Andrew Ouellette	Term Expires 2015
Carolyn Quinn	Term Expires 2015
Nancy Spears	Term Expires 2014
William Veillette	Term Expires 2016
Sandra Fraser, Alternate	Term Expires 2014
Anne Krantz, Alternate	Term Expires 2014
Larry McCoy, Alternate	Term Expires 2014
Thomas Grella, Ex-Officio	
Eric Hahn, Planning Board Liaison	

## **HIGHWAY SAFETY COMMISSION**

Mark Reams, Chair/Police Chief	Bruce Berry, DPW Director	Brian Gleason, EMS Director
Thomas Grella, Ex-Officio	Mark Boynton, Fire Chief	Peter Warburton

## **HISTORIC DISTRICT COMMISSION**

Jamie Ramsay, Chairman	Term Expires 2015
Tracy Veillette, Vice Chair	Term Expires 2014
Susan Clark, Secretary	Term Expires 2016
Doug Chabinsky	Term Expires 2015
Bruce Fraser	Term Expires 2014
Christopher Hall, Alternate	Term Expires 2016
Kathryn Kennedy, Alternate	Term Expires 2016
Larry McCoy, Alternate	Term Expires 2016
Jeanne Rosenblatt, Alternate	Term Expires 2016
Helen Rowe, Alternate	Term Expires 2014
Thomas Grella, Ex-Officio	
Sally Wilkins, Planning Board Representative	

## **LIBRARY TRUSTEES**

Donald Holden, Chairman	Term Expires 2014
William Cassidy, Treasurer	Term Expires 2016
Helen Rowe, Secretary	Term Expires 2014
Nancy Baker	Term Expires 2015
Kathy Brundage	Term Expires 2016
Robin Julian	Term Expires 2016
Karl Ted Krantz	Term Expires 2015
Dwight Brew, Ex-Officio	
Amy Lapointe, Library Director	

## **NASHUA REGIONAL PLANNING COMMISSION**

Martin Michaelis	Term Expires 2014
Mike Dell Orfano	Term Expires 2015

### **PLANNING BOARD**

Arnold Rosenblatt, Chairman	Term Expires 2016
Sally Wilkins, Vice Chair	Term Expires 2015
Michael Dell Orfano, Clerk	Term Expires 2016
Clifford Harris	Term Expires 2014
Gordon Leedy	Term Expires 2015
Eric Hahn, Alternate	Term Expires 2015
Allen Merriman, Alternate	Term Expires 2016
Marilyn Peterman, Alternate	Term Expires 2015
Richard Hart, Conservation Comm. Rep.	Term Expires 2014
John D'Angelo, Ex-Officio	

### **RECREATION COMMISSION**

Manny Almeida, Chair	Term Expires 2015
Wendy Rannenberg, Vice Chair	Term Expires 2015
Patrick Daniel	Term Expires 2015
William Dean	Term Expires 2015
Addie Hutchison	Term Expires 2015
Paul Levesque	Term Expires 2016
Karen Urbanik	Term Expires 2014
Katie Button, Alternate	Term Expires 2015
Howard Brown, SHS Representative	
Brad Galinson, Ex-Officio	
Nancy McMillan, Recreation Director	
Amy Facey, ASD Representative	

### **RECYCLING & WASTE REDUCTION TASK FORCE**

Tom Lewis, Chairman	Karl Ted Krantz
Bruce Bowler	William Wichman
Bruce Berry, DPW Director	

### **ROAD COMMISSION**

Christopher Kaiser, Chair	Term Expires 2014
William Overholt	Term Expires 2016
Seth Potter	Term Expires 2015
Thomas Grella, Ex-Officio	

## **SOUHEGAN REGIONAL LANDFILL DISTRICT**

Bruce Bowler	Term Expires 2016
Bruce Berry, DPW Director	Term Expires 2014
Judith Jones	Term Expires 2017

## **STORMWATER COMMITTEE**

Anne Krantz, Chairman	Bruce Berry, DPW Director
Gordon Leedy, Vice Chair	Tom Summers
Thomas Grella, Ex-Officio	
Sarah Marchant, Director of Comm. Dev.	

## **SUPERVISORS OF THE CHECKLIST**

Frances Harrow, Term Expires 2016  
Jeanne Ludt, Term Expires 2014  
Margaret "Maggie" Paul, Term Expires 2018

## **TRUSTEES OF THE TRUST FUND**

Peter Bergin, Chairman	Term Expires 2016
Lori Mix	Term Expires 2015
Kenneth Sheldon	Term Expires 2014

## **WAYS & MEANS COMMITTEE**

Bob Brewster, Chairman	Term Expires 2014
Jay Dinkel	Term Expires 2015
Dick Lefebvre	Term Expires 2014
Colleen Lynch	Term Expires 2015
Andy Oulette	Term Expires 2016
Russ Thomas	Term Expires 2015
Paula Troie	Term Expires 2015
Nate Jensen, Alternate	Term Expires 2016
John Post, Alternate	Term Expires 2016

## **ZONING BOARD OF ADJUSTMENT**

Douglas Kirkwood, Chairman	Term Expires 2015
Joseph Taggart, Vice Chair	Term Expires 2015
Jamie Ramsay, Secretary	Term Expires 2014
Robert Rowe	Term Expires 2016
James Quinn	Term Expires 2015
Neil Benner, Alternate	Term Expires 2015
Alex Buchanan, Alternate	Term Expires 2014
Beth Davis, Alternate	Term Expires 2016
C. Wilson Sullivan, Alternate	Term Expires 2015
Charles Vars, Alternate	Term Expires 2014

### **JULY FOURTH**

Nancy Head, Chairman

### **MEMORIAL DAY**

Marie Grella, Chairman

## **AMHERST & HILLSBOROUGH COUNTY**

### **REPRESENTATIVES:**

#### *District 22*

[Shannon E Chandley](#) : 3 High Meadow Ln , Amherst, NH, 03031-2554

[Peter T Hansen](#) : 82 Amherst St , Amherst, NH, 03031-3032

[Robert H Rowe](#) : PO Box 1117 , Amherst, NH, 03031-1117

#### *District 41*

[Laurie J Sanborn](#) : 50 Campbell Rd , Bedford, NH, 03110-4506

### **SENATE:**

#### District: 11

[Peter Bragdon](#), PO Box 488, Milford, NH, 03055



**AMHERST TOWN WARRANT  
THE STATE OF NEW HAMPSHIRE  
MARCH 11, 2014**

To the inhabitants of the Town of Amherst in the County of Hillsborough and the State of New Hampshire, qualified to vote in town affairs:

You are hereby notified that the Annual Meeting of Amherst will be held, in accordance with Senate Bill 2 (NH RSA 40:13). The first session, to transact all business other than voting, is on Wednesday, February 5, 2014 at 7:00 PM at the Souhegan High School Auditorium (Snow Date: Thursday, February 6, 2014 at 7 PM at Souhegan High School). The second session, voting by official ballot at the polls, is on Tuesday, March 11, 2014 at the Souhegan High School from 6:00 AM to 8:00 PM.

**As Amended at the Deliberative Session**

Any amendments made at the Deliberative Session to any warrant article appear in the manner described below:

Language removed from original warrant article appears [~~in brackets and struckthrough.~~]

Language changes to original warrant article appears in ***bold italics.***

Language added or new to the original warrant article appears **bold and underlined.**

ARTICLE 21: To choose all necessary Town Officers for the ensuing terms as follows:

- 1 Selectman for 1 Year
- 1 Selectman for 3 Years
- 1 Cemetery Trustee for 3 Years
- 2 Library Trustees for 3 Years
- 1 Supervisor of the Checklist for 6 Years
- 1 Town Clerk for 3 Years
- 1 Town Moderator for 2 Years
- 1 Trustee of the Trust Fund for 3 Years
- 1 Zoning Board of Adjustment Member for 3 Years

ARTICLE 22: Operating Budget

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 budget posted with the warrant or as amended by vote of the first session, for the purposes set forth herein, totaling \$11,774,356. Should this article be defeated the default budget shall be \$11,532,439 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. This operating budget warrant article does not include appropriations contained in ANY other Warrant Article. (Majority vote)

*(The Board of Selectmen voted 5-0-0 to support this article.)*

*(The Ways and Means Committee voted 7- 0-0 to support this article.)*

This article has an estimated tax impact of \$00.09 (nine cents per thousand).

#### ARTICLE 23: Contingency Fund

To see if the Town will vote to establish a contingency fund for the current year, in accordance with NH RSA Section 31:98-a, for unanticipated expenses that may arise and further to raise and appropriate one hundred thousand dollars (\$100,000) to go into the fund. Said sum shall come from the undesignated fund balance and no amount to be raised from taxation. Any appropriation left in the fund at the end of the year will lapse to the general fund. (Majority vote)

*(The Board of Selectmen voted 5-0-0 to support this article.)*

*(The Ways and Means Committee voted 7-0-0 to support this article.)*

This article has a tax impact of \$00.00 (zero cents per thousand).

#### ARTICLE 24: Police Union Contract

To see if the Town will vote to approve the cost items in a three (3) year collective bargaining agreement (beginning July 1, 2014 through June 30, 2017) reached between the Board of Selectmen and the American Federation of State, County, and Municipal Employees Local 3657 (Police Union) and further to raise and appropriate the sum of thirty-six thousand seventy-five dollars (\$36,075) for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels in accordance with the most recent expired collective bargaining agreement paid in the prior fiscal year. (Majority vote)

Year Two (2) FY 16	\$46,929
Year Three (3) FY 17	\$28,577

*(The Board of Selectmen voted 5-0-0 to support this article.)*

*(The Ways and Means Committee voted 7-0-0 to support this article.)*

This article has an estimated tax impact of \$00.02 (two cents per thousand).

#### ARTICLE 25: Authorization for Special Meeting on Collective Bargaining Agreement Warrant Article Rejected or Amended at Annual Meeting

Shall the Town, if Article 24 – Police Union Contract is defeated, authorize the Board of Selectmen to call one special meeting, at its option, to address Article 24 – Operating Budget cost items only? (Majority vote)

*(The Board of Selectmen voted 5-0-0 to support this article.)*

*(The Ways and Means Committee voted 7-0-0 to support this article.)*

This article has an estimated tax impact of \$00.00 (zero cents per thousand).

## ARTICLE 26: Non-Lapsing Recreation Playing Field Expansion

To see if the Town will vote to raise and appropriate the sum of one hundred eighty thousand dollars (\$180,000) for the purpose of purchasing a portion of the land located on the 47.85 acre parcel that includes land known as Cemetery Fields. This will be a non-lapsing appropriation per RSA 32:7 VI and will not lapse until purchase has been made or by June 30, 2016, whichever is sooner. (Majority vote)

*(The Board of Selectmen voted 4-0-1 to support this article.)*

*(The Ways and Means Committee voted 6-1-0 to support this article.)*

This article has an estimated tax impact of \$00.11 (eleven cents per thousand).

## ARTICLE 27: Fire Truck Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of two hundred fifty thousand dollars (\$250,000) to be added to the Fire Truck Capital Reserve Fund previously established. (Majority vote)

*(The Board of Selectmen voted 5-0-0 to support this article.)*

*(The Ways and Means Committee voted 7-0-0 to support this article.)*

This article has an estimated tax impact of \$00.16 (sixteen cents per thousand).

## ARTICLE 28: Assessing Revaluation Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of twenty-five thousand dollars (\$25,000) to be added to the Assessing Revaluation Capital Reserve Fund previously established. (Majority vote)

*(The Board of Selectmen voted 5-0-0 to support this article.)*

*(The Ways and Means Committee voted 7-0-0 to support this article.)*

This article has an estimated tax impact of \$00.02 (two cents per thousand).

## ARTICLE 29: Communications Center Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of fifteen thousand dollars (\$15,000) to be added to the Communications Center Capital Reserve Fund previously established. (Majority vote)

*(The Board of Selectmen voted 5-0-0 to support this article.)*

*(The Ways and Means Committee voted 7-0-0 to support this article.)*

This article has an estimated tax impact of \$00.01 (one cent per thousand).

## ARTICLE 30: Town Computer System Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of fifteen thousand dollars (\$15,000) to be added to the Town Computer System Capital Reserve Fund previously established. (Majority vote)

*(The Board of Selectmen voted 5-0-0 to support this article.)*

*(The Ways and Means Committee voted 7-0-0 to support this article.)*

This article has an estimated tax impact of \$00.01 (one cent per thousand).

#### ARTICLE 31: Public Health Mosquito Surveillance and Control Program

To see if the Town will vote to raise and appropriate the sum of forty thousand dollars (\$40,000) to continue the Public Health Mosquito Surveillance and Control Program. This program is designed to monitor and help prevent the presence of mosquito borne vector diseases in accordance with the state of New Hampshire Arboviral Surveillance, Prevention and Control Guidelines. (Majority vote)

*(The Board of Selectmen voted 5-0-0 to support this article.)*

*(The Ways and Means Committee voted 7-0-0 to support this article.)*

This article has an estimated tax impact of \$00.03 (three cents per thousand).

#### ARTICLE 32: Highway Equipment and Vehicle Capital Reserve Fund

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 (as amended) for the purpose of establishing a Highway Equipment and Vehicle Fund and to raise and appropriate the sum of three hundred thousand dollars (\$300,000) to be placed into said fund and further to name the Board of Selectmen as the agents to expend. (Majority vote)

*(The Board of Selectmen voted 5-0-0 to support this article.)*

*(The Ways and Means Committee voted 7-0-0 to support this article.)*

This article has an estimated tax impact of \$00.19 (nineteen cents per thousand).

#### ARTICLE 33: Replacement Scale Purchase

To see if the Town will vote to raise and appropriate the sum of seventy thousand dollars (\$70,000) for the purchase of an above ground commercial scale and enclosure located at the Landfill Division of the Department of Public Works. (Majority vote)

*(The Board of Selectmen voted 5-0-0 to support this article.)*

*(The Ways and Means Committee voted 7-0-0 to support this article.)*

This article has an estimated tax impact of \$00.04 (four cents per thousand).

#### ARTICLE 34: Ambulance Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of fifty thousand dollars (\$50,000) to be added to the Ambulance Capital Reserve Fund previously established. (Majority vote)

*(The Board of Selectmen voted 5-0-0 to support this article.)*

*(The Ways and Means Committee voted 7-0-0 to support this article.)*

This article has an estimated tax impact of \$00.03 (three cents per thousand).

#### ARTICLE 35: Withdrawn by Selectmen

This warrant article has been withdrawn by the Selectmen. This article number has been retained so as not to disturb the numeric sequence of the remaining articles.

#### ARTICLE 36: Authorize the Board of Selectmen to Enact Town Ordinances

Shall the Town vote to adopt the provisions of RSA 41:14-b (as amended) to grant the Board of Selectmen the authority to establish, and amend town ordinances and codes after they hold 2 public hearings at least 10 but not more than 21 days apart on the establishment or amendment of the ordinance or code. The provisions of this section shall not apply to the establishment and amendment of a zoning ordinance, historic district ordinance, or building code under the provisions of RSA 675. (Majority vote)

*(The Board of Selectmen voted 5-0-0 to support this article.)*

This article has an estimated tax impact of \$00.00 (zero cents per thousand).

#### ARTICLE 37: Grater Road Reclassification of 709 Feet from Class VI to Class V

Shall the Town vote to reclassify a 709 foot segment of Grater Road from Class VI to Class V in accordance with RSA 231:22-a (as amended), from the point at which the Class VI portion of Grater Road currently begins to a point 709 feet south on Grater Road. The Class V portion of Grater Road, if this article passes, would continue from Grater Road's intersection with Baboosic Lake Road, south to the Amherst Conservation Commission Grater Woods parking area. (Majority vote)

*(The Board of Selectmen voted 5-0-0 to support this article.)*

This article has an estimated tax impact of \$00.00 (zero cents per thousand).

#### ARTICLE 38: Old Joppa Hill Road from Class VI to Class B Trail

Shall the Town vote to reclassify the Class VI roadway, known as Old Joppa Hill Road, commencing at its intersection with Horace Greeley Road, thence northeasterly approximately 2,600 +/- lineal feet to the Amherst & Bedford town line from a Class VI road to a Class B Trail in accordance with RSA 231-A:3 (as amended). (Majority vote)

*(The Board of Selectmen voted 5-0-0 to support this article.)*

This article has an estimated tax impact of \$00.00 (zero cents per thousand).

#### ARTICLE 39: Amherst Conservation Commission 100% of LUCT Funds

Shall the Town vote, pursuant to RSA 79-A: 25, II, to change the amount of revenues of all future payments collected pursuant to RSA 79-A (as amended) Current Use Taxation that will be placed in the Conservation Fund in accordance with RSA 36-A:5, III (as amended) from 50%, which is the current level, to 100% which shall take effect on April 1, 2014. (Majority vote)

*(The Board of Selectmen voted 3-2-0 to support this article.)*

*(The Ways and Means Committee opposed this article with a vote of 0-7-0)*

This article has an estimated tax impact of \$00.02 (two cents per thousand).

#### ARTICLE 40: (By Petition)

Shall we delegate the duties and responsibilities of the cemetery trustees to the board of selectmen?

## ARTICLE 41: (By Petition) New Hampshire Resolution to Get Big Money Out of Politics

To see if the town of Amherst, New Hampshire will urge: That the New Hampshire State Legislature join nearly 500 local municipalities and 16 other states, including all other New England states, in calling upon Congress to move forward a constitutional amendment that guarantees the right of our elected representatives and of the American people to safeguard fair elections through authorities to regulate political spending, and clarifies that constitutional rights were established for people not corporations.

That the New Hampshire Congressional delegation support such a constitutional amendment.

That the New Hampshire State Legislature support such an amendment once it is approved by Congress and sent to the State for ratification.

That record of the vote approving this article shall be transmitted by written notice to the Amherst's congressional delegation, and to Amherst's state legislators, and to the President of the United States informing them of the instructions from their constituents by the selectmen within 30 days of the vote.

## ZONING WARRANT ARTICLES

### ARTICLE 42: Wetland & Watershed Conservation District

Are you in favor of adopting Amendment No. 1 as proposed by the Planning Board for the Town Zoning Ordinance as follows:

To delete Section 4.11 Wetlands Conservation District and Section 4.12 Watershed Protection District, and replace them with the new Section 4.11 Wetlands & Watershed Conservation District created to combine the two districts into one single district, removing overlap, and updating with current best management practices?

*(The Planning Board voted 6-0-0 to support this article.)*

### ARTICLE 43: Aquifer Conservation and Wellhead Protection District

Are you in favor of adopting Amendment No. 2 as proposed by the Planning Board for the Town Zoning Ordinance as follows:

To delete Section 4.13 Aquifer Conservation and replace it with the new Aquifer Conservation and Wellhead Protection District created to reduce redundancy with other water resource ordinances, update wellhead protection, and include current best management practices?

*(The Planning Board voted 6-0-0 to support this article.)*

## ARTICLE 44: Purpose and Authority of Zoning

Are you in favor of adopting Amendment No. 3 as proposed by the Planning Board for the Town Zoning Ordinance as follows:

To delete the second sentence of Article I, Section 1.1 which conflicts with state law (RSA 674:54), specifying governmental uses are exempt from Town Ordinances and Regulations as long as the use being conducted is governmental in nature?

*(The Planning Board voted 5-1-0 to support this article.)*

## ARTICLE 45: Structure Height

Are you in favor of adopting Amendment No. 4 as proposed by the Planning Board for the Town Zoning Ordinance as follows:

To add a definition of "Structure Height" to Article IX, Section 9.1, to specify how structure height is to be measured, and to increase the allowed structure height from 35' to 40' in Article IV, Sections 4.3, 4.4, 4.5, 4.6, 4.7, 4.8 and 4.9, to ensure structures can be built into the existing topography and allow for walk-out basements?

*(The Planning Board voted 6-0-0 to support this article.)*

## ARTICLE 46: Building Codes to Align with State Codes

Are you in favor of adopting Amendment No. 5 as proposed by the Planning Board for the Town Zoning Ordinance and Building Code as follows:

To remove all references to old building codes in Article VI of the Zoning Ordinance, and update the Building Code to reflect State adopted ICC building codes, as amended, and include the State Life Safety Codes?

*(The Planning Board voted 6-0-0 to support this article.)*

## ARTICLE 47: Affordable Housing

Are you in favor of adopting Amendment No. 6 as proposed by the Planning Board for the Town Zoning Ordinance as follows:

To update Article IV, Section 4.14 Affordable Housing, to clarify that abutters and proposed occupants should be protected from nuisances; to reduce the allowed density from  $\frac{3}{4}$  of an acre to 1.5 acres for detached single family units, and from 2 units per acre to 1 unit per acre for multi-family housing; and to add an automatic amendment clause to the definitions of Affordable Housing and Workforce Housing to align with state and federal laws as updated?

*(The Planning Board voted 5-1-0 to support this article.)*

## ARTICLE 48: (By Petition)

Are you in favor of adopting Amendment No. 7 as proposed by Petition for the Town Zoning Ordinance as follows:

To amend article IV- section 4.3.A.8 of the zoning ordinance to: delete the term "non-commercial sports and recreation uses" and replace with the term "sports and recreation uses"; to repeal Article IV- sub-section 4.3.A.8.F. (i) through 4.3.A.8.F(vii) in their entirety, and to amend Article IV section 4c3.A.8.g to

reduce the minimum required horizontal distance between site lighting fixtures and abutting lot lines from 500 to 250 feet?

*(The Planning Board voted 4-3-0 to support this article.)*

#### ARTICLE 49: (By Petition)

Are you in favor of adopting Amendment No. 8 as proposed by Petition for the Town Zoning Ordinance as follows:

To change the zoning on Map 4 Lot 29, Map 4 Lot 30, Map 3 Lot 25 (Amherst Country Club), Map 4 Lot 65-1 (Acorn Playing Fields) Map 2 lot 98-33 (Buck Meadow) and create a new zone which would be called the "Commercial Sports/Recreation/Function zone" aka "CSRF" zone as specified in the petition?

*(The Planning Board opposed this article with a vote of 0-6-1.)*

#### ARTICLE 50: (By Petition)

Are you in favor of adopting Amendment No. 9 as proposed by Petition for the Town Zoning ordinance as follows and, if both this article and Article 48 pass, this article shall be controlling and shall take precedence over Article 48 [Amendment 7]:

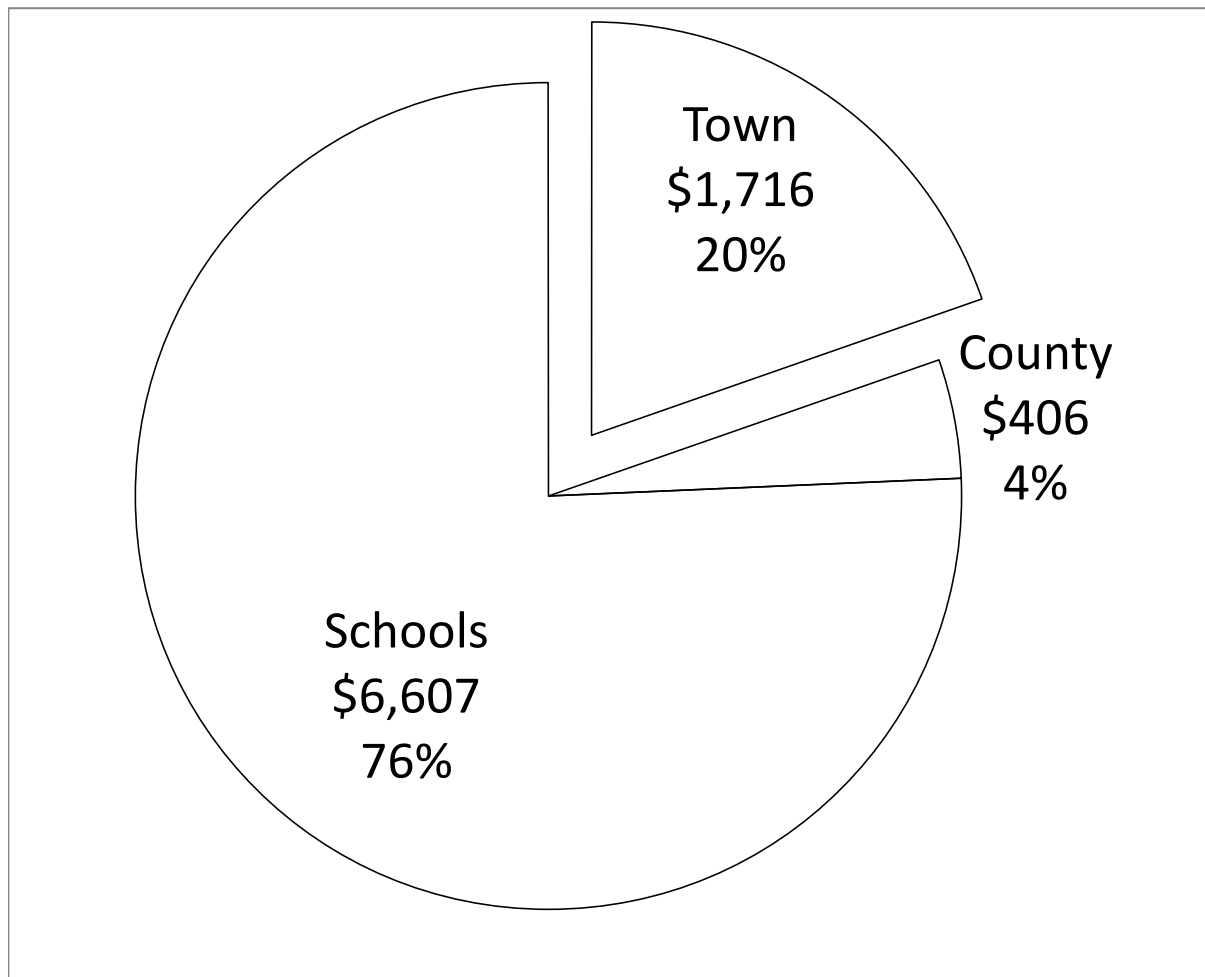
Amend Article IV Section 4.3.A (Residential Rural Zone) to delete subsection 4.3.A.8 and replace it with a new subsection 4.3.A.8 as described in the petition, and add definitions of "Non-commercial", "Recreation" and "Sports" also described in the petition?

*(The Planning Board opposed this article with a vote of 0-7-0.)*

# Welcome to the Town of Amherst 2014 Deliberative Session

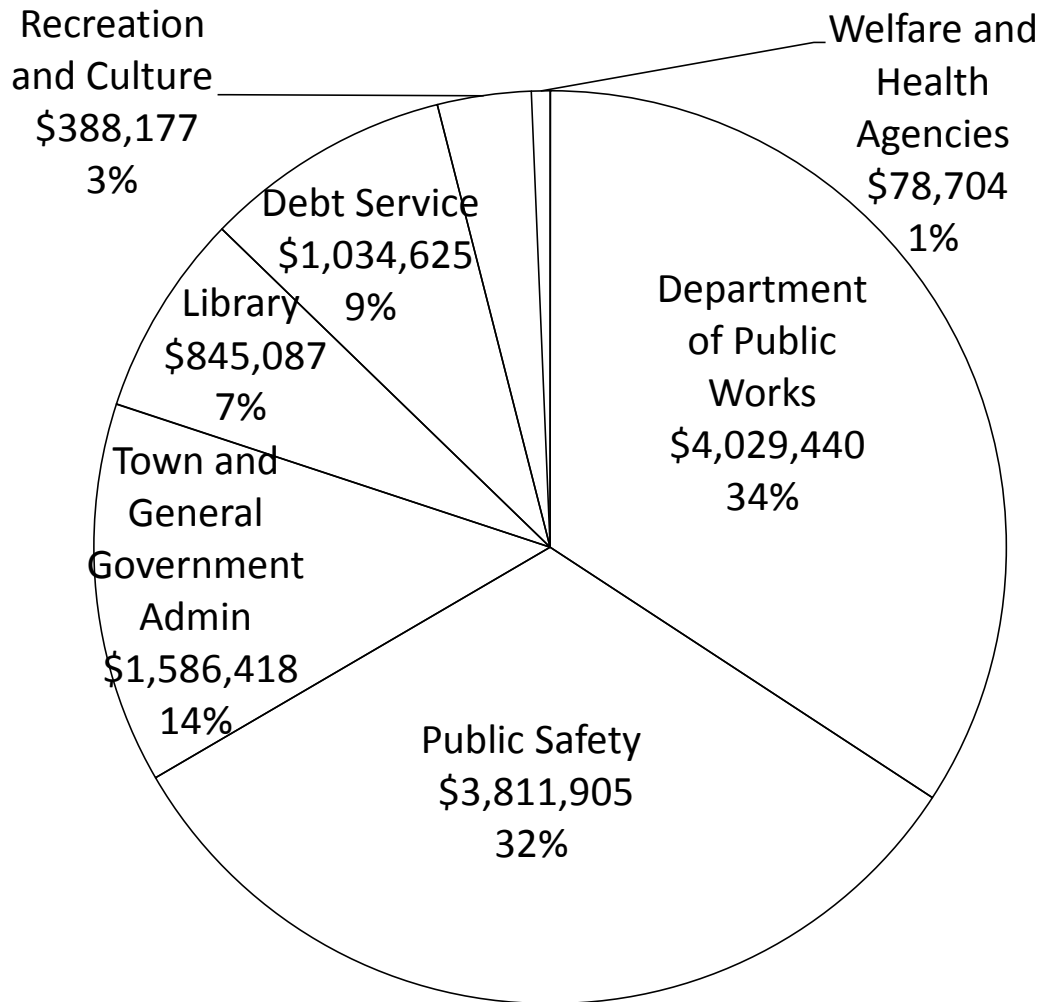
This evening we will be focusing on your Town government

## \$330,000 House - Property Tax Allocation



Current Tax Rates (FY14)		
	Rate	
	per	\$330,000
	\$1,000	Home
Town	\$5.20	\$1,716
County	\$1.23	\$406
Schools	\$20.02	\$6,607
	<hr/>	
	\$26.45	\$8,729

# Town of Amherst FY15 Proposed Operating Budget Breakdown



Department of Public Works	\$	4,029,440
Public Safety	\$	3,811,905
Town and General Government Admin	\$	1,586,418
Library	\$	845,087
Debt Service	\$	1,034,625
Recreation and Culture	\$	388,177
Welfare and Health Agencies	\$	78,704
	\$	<u>11,774,356</u>

# Town of Amherst Proposed FY 2015 Operating Budget

	Department	FY14 Budget	FY15 Proposed	\$ Delta	% Delta
4130	General Government Executive	\$ 372,238	\$ 318,965	\$ (53,273)	-14%
4140	Election, Registration, and Vital Statistics	\$ 132,409	\$ 135,222	\$ 2,813	2%
4150	Financial Administration	\$ 147,418	\$ 174,922	\$ 27,504	19%
4151	Tax Collection	\$ 101,360	\$ 112,186	\$ 10,827	11%
4152	Assessing and Revaluation of Property	\$ 167,959	\$ 173,074	\$ 5,116	3%
4153	Legal Expenses	\$ 69,001	\$ 89,001	\$ 20,000	29%
4155	Personnel Administration / Insurance	\$ 156,575	\$ 187,568	\$ 30,993	20%
4191	Planning Board	\$ 20,180	\$ 20,162	\$ (18)	0%
4192	Zoning Department	\$ 266,808	\$ 267,526	\$ 718	0%
4196	Property / Liability Insurance	\$ 86,333	\$ 106,371	\$ 20,038	23%
4589	Amherst Heritage Commission	\$ 256	\$ 1,420	\$ 1,164	455%
<b>Town and General Government Admin</b>		<b>\$ 1,520,536</b>	<b>\$ 1,586,418</b>	<b>\$ 65,882</b>	<b>4%</b>
4210	Police Department	\$ 2,186,325	\$ 2,215,710	\$ 29,385	1%
4215	Emergency Medical Services	\$ 527,599	\$ 621,725	\$ 94,127	18%
4220	Fire Department	\$ 504,807	\$ 590,367	\$ 85,560	17%
4290	Emergency Management	\$ 7,715	\$ 9,115	\$ 1,400	18%
4299	Public Safety Communications	\$ 373,798	\$ 374,586	\$ 788	0%
4414	Animal Control (Dog Officer)	\$ 401	\$ 401	\$ -	0%
<b>Public Safety</b>		<b>\$ 3,600,645</b>	<b>\$ 3,811,905</b>	<b>\$ 211,260</b>	<b>6%</b>
4194	General Government Buildings	\$ 301,957	\$ 304,770	\$ 2,812	1%
4195	Cemeteries	\$ 45,910	\$ 44,465	\$ (1,445)	-3%
4311	Public Works Administration	\$ 363,455	\$ 354,507	\$ (8,949)	-2%
4312	Department of Public Works	\$ 2,742,812	\$ 2,706,264	\$ (36,548)	-1%
4316	Street Lighting	\$ 30,008	\$ 24,465	\$ (5,543)	-18%
4323	Souhegan Regional Landfill District	\$ 334,549	\$ 343,080	\$ 8,531	3%
4324	Landfill Department	\$ 261,005	\$ 251,890	\$ (9,116)	-3%
<b>Department of Public Works</b>		<b>\$ 4,079,697</b>	<b>\$ 4,029,440</b>	<b>\$ (50,257)</b>	<b>-1%</b>
4411	Health Administration	\$ 1,944	\$ 2,002	\$ 58	3%
4415	Health Agencies and Hospitals	\$ 45,000	\$ 45,000	\$ -	0%
4442	Welfare (Direct Assistance)	\$ 21,702	\$ 31,702	\$ 10,000	46%
<b>Welfare and Health Agencies</b>		<b>\$ 68,646</b>	<b>\$ 78,704</b>	<b>\$ 10,058</b>	<b>15%</b>
4520	Recreation Department	\$ 337,344	\$ 326,087	\$ (11,257)	-3%
4522	Parks and Grounds	\$ 15,482	\$ 22,990	\$ 7,508	48%
4525	Peabody Mill Environmental Center	\$ 19,600	\$ 22,600	\$ 3,000	15%
4583	Patriotic Purposes	\$ 8,500	\$ 8,500	\$ -	0%
4611	Conservation Commission	\$ 8,000	\$ 8,000	\$ -	0%
<b>Recreation and Culture</b>		<b>\$ 388,926</b>	<b>\$ 388,177</b>	<b>\$ (749)</b>	<b>0%</b>
4550	Library	\$ 820,338	\$ 845,087	\$ 24,749	3%
<b>Library</b>		<b>\$ 820,338</b>	<b>\$ 845,087</b>	<b>\$ 24,749</b>	<b>3%</b>
4711	Principal - Long Term Bonds and Notes	\$ 630,823	\$ 830,823	\$ 200,000	32%
4721	Interest - Long Term Bonds and Notes	\$ 177,568	\$ 203,802	\$ 26,234	15%
<b>Debt Service</b>		<b>\$ 808,391</b>	<b>\$ 1,034,625</b>	<b>\$ 226,234</b>	<b>28%</b>
<b>Overall Budget</b>		<b>\$ 11,287,179</b>	<b>\$ 11,774,356</b>	<b>\$ 487,176</b>	<b>4.32%</b>

# FY 2015 Budget and Warrant Tax Impact

		Approp.	\$ / \$1,000 Valuation	Impact on \$330,000 Home
	FY 2014 Budget (FY14 Art. 22 Budget + Art. 25 Police CBA)	\$11,287,179		
	FY 2014 Total Town Tax Impact (10 articles)	\$11,927,179	\$5.20	\$1,716
Article 21	Election of Town Officers			
Article 22	FY 2015 Proposed Operating Budget	\$11,774,356	\$5.29	\$1,746
	FY14 to FY15 Proposed Budget Increase (\$)	\$487,177		
	FY14 to FY15 Proposed Budget Increase (%)	4.32%		
	FY15 Proposed Budget Tax Increase (over FY14 Total)		<b>\$0.09</b>	<b>\$30</b>
	FY 2015 Default Budget	\$11,532,439	\$5.13	\$1,693
	FY15 Default Budget - FY14 Actual (default) Budget	\$245,260		
	FY 2015 Proposed Budget - FY15 Default Budget	\$241,917	\$0.16	\$53
Article 23	Contingency Fund (Unreserved Fund Balance, if required)	\$100,000	<b>\$0.00</b>	<b>\$0</b>
Article 24	Police Union Contract	\$36,075	<b>\$0.02</b>	<b>\$8</b>
Article 25	Special Meeting to Address Article 24 Cost Items (If Necessary)			
Article 26	Recreation Capital Reserve	\$180,000	<b>\$0.11</b>	<b>\$38</b>
Article 27	Fire Apparatus Capital Reserve Fund	\$250,000	<b>\$0.16</b>	<b>\$53</b>
Article 28	Assessing Capital Reserve Fund	\$25,000	<b>\$0.02</b>	<b>\$5</b>
Article 29	Communications Center Capital Reserve Fund	\$15,000	<b>\$0.01</b>	<b>\$3</b>
Article 30	Town Computer Systems Capital Reserve Fund	\$15,000	<b>\$0.01</b>	<b>\$3</b>
Article 31	Public Health Mosquito Surveillance and Control Program	\$40,000	<b>\$0.03</b>	<b>\$8</b>
Article 32	Highway Equipment Fund	\$300,000	<b>\$0.19</b>	<b>\$63</b>
Article 33	Transfer Station Scale	\$70,000	<b>\$0.04</b>	<b>\$15</b>
Article 34	Ambulance Capital Reserve Fund	\$50,000	<b>\$0.03</b>	<b>\$11</b>
Article 35	Ambulance Capital Reserve Fund - Selectmen as Agents			
Article 36	Grant Selectmen Ability to Create Ordinances			
Article 37	Reclassify Grater Road from Class VI to Class V			
Article 38	Reclassify Old Joppa Hill Road from Class VI to Class B Trail			
Article 39	100% of Land Use Change Tax Funds going to the Amherst Conservation Commission	\$28,000	<b>\$0.02</b>	<b>\$6</b>
Article 40	Delegate the duties and responsibilities of the Cemetery Trustees to the Board of Selectmen (by petition)			
Article 41	Resolution to Get Big Money out of Politics 22			

## What is a Default Budget?

New Hampshire law has defined a default budget as follows:

*RSA 40:13, IX (b) "Default budget" as used in this subdivision means the amount of the same appropriations as contained in the operating budget authorized for the previous year, reduced and increased, as the case may be, by debt service, contracts, and other obligations previously incurred or mandated by law, and reduced by one-time expenditures contained in the operating budget.*

To put it in simpler terms, a default budget is the current years' budget with minor adjustments. Current year one time projects are removed and contractual and other obligation amounts are adjusted as well as debt service payments. A default budget will allow the town to operate on a budget that is considered 'status quo.'

Determination of the default budget, including one-time expenditures, rests with the governing body and cannot be altered by the deliberative session. It can however be adjusted by the governing body, acting on relevant new information, up until the ballots are printed, RSA 40:13, XI (b). The governing body is required to calculate the default budget on a New Hampshire Department of Revenue Administration form. This form is submitted to the legislative body as part of the budget process, as well as to the Department of Revenue Administration.

*Governing Body - Selectmen or School Board*

*Legislative Body - The voters of a town or school district*

# Town of Amherst

## FY 2015 Default Budget

<b>Operating Budget FY 14 (FY 14 Article 22 -Default)</b>	\$11,269,800
FY 14 Article 25 Police Union Contract Approved	\$17,379
<b>FY 2014 Adopted Budget and Warrants</b>	<u>\$11,287,179</u>

### Required / Allowed Increases & Decreases Per RSA 40:13 IX (b)

FY 14 Principal - 4711 Long Term Notes and Bonds	(\$630,823)
FY 15 Principal - 4711 Long Term Notes and Bonds	\$830,823
FY 14 Interest - 4721 Long Term Notes and Bonds	(\$177,569)
FY 15 Interest - 4721 Long Term Notes and Bonds	\$203,802
FY 14 Souhegan Regional Landfill District	(\$334,549)
FY 15 Souhegan Regional Landfill District	\$343,081
FY 14 Health and Dental Insurance (Police Union Only)	(\$221,865)
FY 15 Health and Dental Insurance (Police Union Only)	\$232,360
<b>Required Adjustments</b>	<u><b>\$245,260</b></u>

<b>FY 2015 Default Budget</b>	<b>\$11,532,439</b>
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# Town of Amherst

## FY15 Budgeted Revenue

Account	FY10 Total Revenues	FY11 Total Revenues	FY12 Total Revenues	FY13 Total Revenues	FY14 Budgeted Revenues	FY14 YTD 11/30/13 Revenues	FY15 Budgeted Revenues
3120 Land Use Change Tax	50,000	443,850	45,000	0		0	0
3184 Gravel Tax				0	0	533	2,500
3185 Timber Tax	1,041	6,143	1,430	2,782	3,000	0	2,500
3186 Payment in Lieu of Taxes	23,935	24,240	27,070	28,798	28,798	0	28,000
3189 Other Taxes (Elderly & Welfare Liens Redeemed)	10,985	11,410	1,339	2,566	1,500	0	1,500
3190 Interest & Penalties on Delinquent Taxes	178,213	181,855	166,989	194,602	170,001	28,991	170,001
3210 Business Licenses & Permits	155,517	162,788	173,351	180,700	172,500	47,705	172,500
3220 Motor Vehicle Permit Fees	2,089,857	2,038,617	2,159,284	2,185,999	2,147,000	882,560	2,167,000
3230 Permit Fee Revenue	94,039	113,631	103,513	98,616	97,701	30,164	97,901
3290 Other Licenses, Permits, & Fees	20,965	20,682	20,636	24,739	26,770	5,781	23,900
3319 Federal Grants or Reimbursements	1,949	1,021	0	0	3	0	1
3352 Meals & Rooms Tax Distribution	517,936	518,586	500,322	501,012	500,584	0	500,000
3353 Highway Block Grant	281,602	329,312	326,212	276,938	279,530	167,718	275,000
3356 State & Federal Forest Land Reimbursement	23	22	22	13	8	0	8
3359 Other	318,486	42,913	10,899	149,093	698	26,126	696
3379 Other Intergovernmental Revenue	66,756	69,821	76,688	82,357	78,000	0	78,000
3401 Income from Departments	285,050	290,236	342,827	313,963	290,882	111,576	291,684
3404 Landfill Income	103,194	104,655	110,311	90,177	102,250	43,374	85,250
3501 Sale of Municipal Property	3,821	6,051	2,214	0	3,501	1,900	3,500
3502 Interest on Investments	54,686	37,789	23,138	17,656	17,001	13,792	17,002
3504 Fines and Forfeits	7,993	4,680	4,090	5,118	5,601	2,397	5,601
3506 Insurance Dividends and Reimbursements				4,562	0	1,393	1
3508 Contributions and Donations				300	3	100	1
3509 Miscellaneous				0	1	421	1
3912 From Special Revenue Funds				69,574	87,001	87,000	1
3915 From Capital Reserve Funds	81,852	190,528	42,226	26,134	0	214,000	0
3916 From Trust Funds	0	0	0	0	0	14,176	0
	<b>4,347,900</b>	<b>4,598,829</b>	<b>4,137,560</b>	<b>4,255,699</b>	<b>4,012,333</b>	<b>1,679,707</b>	<b>3,922,548</b>

## WAYS & MEANS ANNUAL REPORT

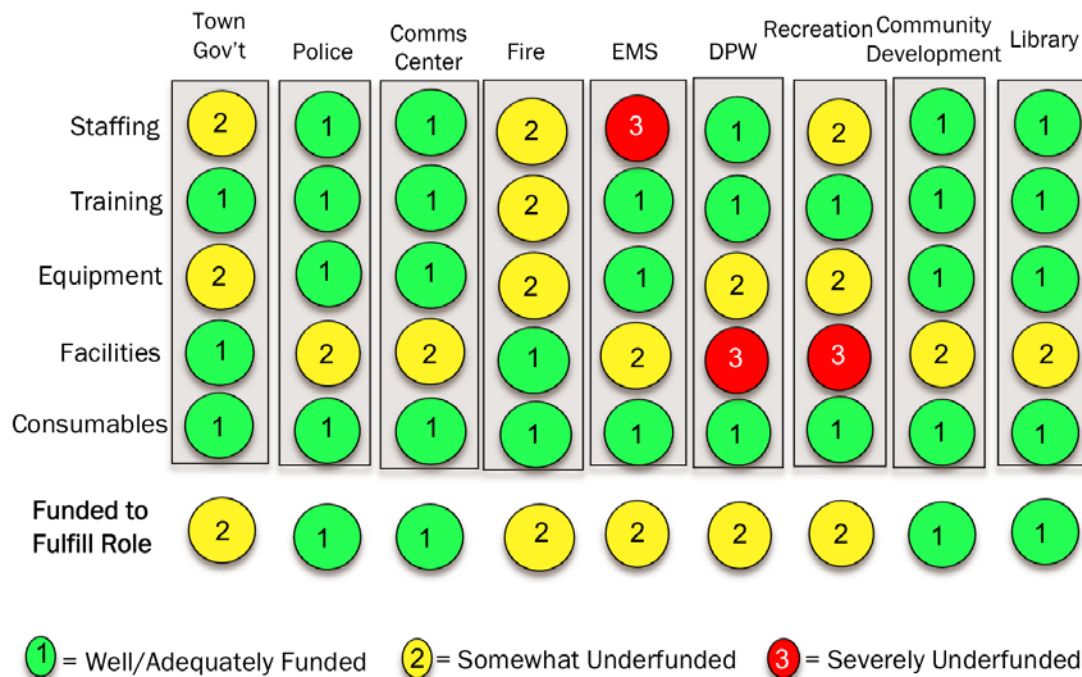
This year's Ways & Means Committee (W&M) has continued to follow the path on which we worked last year. The Committee has focused on tasks that include, but are not limited to, funding analyses with each department and presenting these findings to the Board of Selectmen (BoS) this past Fall.

W&M has also continued to pursue balance and equity in the funding of town departments. Due to the fact that we are operating in a default budget this year, some of the recommendations W&M presented to the BoS last year were either not implemented in full, or not at all.

As a result, the Town has struggled with keeping up in certain areas; and in some cases we have been put further behind. We are still in "catch up" mode due to the neglect in funding of some departments caused by default budgets and budget cuts.

Similar to last year's dashboard presented by W&M to depict how well each department is funded to fulfill its mission, this year's dashboard looks as follows:

**Town of Amherst Departmental Funding Dashboards**



Again, most departments are well-funded in most areas, however some are underfunded in other areas. Incurring increased health costs and fuel costs have made it difficult for some department heads to continue working with flat budgets while maintaining the quality of service they provide to the Town without having to sacrifice other items in their budget.

W&M feels that the changes the BoS has incorporated into the budget this year will help to rebalance the funds where they are needed most.

### **Warrant Article Positions**

This section defines W&M's position on the town warrant articles. Vote counts are listed in the following sequence: for, opposed, abstained.

#### ARTICLE 22: Operating Budget 7-0-0

W&M believes the changes that the BoS has incorporated into the FY15 budget will help in the rebalancing the appropriate funding of departments. We believe these changes have a minimal tax impact on Amherst residents. The increase has been estimated to \$0.09 per thousand, or approximately a \$30.00 increase over last year's taxes for the average \$325,000 home in Amherst.

#### ARTICLE 23: Contingency Fund 7-0-0

According to new law, the Town budget can no longer hold a line-item for contingencies. This Warrant Article will provide the necessary vehicle, if needed, to hold funds for the town up to \$100,000 for unanticipated or urgent issues. Because any money going into the Contingency Fund will come from the Undesignated Fund Balance, there is no tax impact of this warrant article to Amherst homeowners.

#### ARTICLE 24: Police Union Contract 7-0-0

#### ARTICLE 25: Authorization for Special Meeting on Collective Bargaining Agreement Warrant Article Rejected or Amended at Annual Meeting 7-0-0

#### ARTICLE 26: Non-Lapsing Recreation Playing Field Expansion 6-1-0

Despite the legal name of this warrant article, the money raised by this article will go into the General Fund or Undesignated Fund Balance by June 30, 2016, if the purchase of land defined in the article has not occurred by that date.

Some members of W&M feel that the dual-purpose of this land, that is for use as a cemetery and playing fields simultaneously, is inappropriate. One member felt strongly enough about this to vote against this warrant article while other members felt that this warrant article was for the good of the Town and voted for it.

#### ARTICLE 27: Fire Truck Capital Reserve Fund 7-0-0

The strategic fleet management schedule that W&M provided to the BoS and the Town last year requires regular contributions to this fund annually. The tax impact of this article is \$0.16 per-thousand, or approximately \$52.00 for the average \$325,000 home in Amherst. We feel this is a small price to pay to allow Amherst to deploy a first-rate fleet of fire fighting vehicles and avoid an increase in our fire insurance premiums.

#### ARTICLE 28: Assessing Revaluation Capital Reserve Fund 7-0-0

W&M endorses the idea of using capital reserve funds to save incrementally for anticipated future expenses.

#### ARTICLE 29: Communications Center Capital Reserve Fund 7-0-0

ARTICLE 30: Town Computer System Capital Reserve Fund 7-0-0

ARTICLE 31: Public Health Mosquito Surveillance and Control Program 7-0-0

ARTICLE 32: Highway Equipment and Vehicle Capital Reserve Fund 7-0-0

Similar to the fleet management schedule the W&M provided to the BoS last year, W&M performed the same analysis this year on the Department of Public Works' (DPW) capital fleet. The tax impact of this article is \$0.19 per-thousand, or approximately \$62 for the average \$325,000 home in Amherst. W&M feels that this warrant article reflects the recommendations of the Capital Improvement Planning (CIP) Committee to start to help put the Town back on track to getting our fleet in good operating order.

ARTICLE 33: Replacement Scale Purchase 7-0-0

ARTICLE 34: Ambulance Capital Reserve Fund 7-0-0

ARTICLE 39: Amherst Conservation Commission 100% of LUCT Funds 0-7-0

W&M feels that part of this revenue should continue to be used to offset Town expenses associated with development.

## **Conclusion**

We noted last year that the town of Amherst has continued to unevenly fund certain areas in certain departments over the past few years. W&M has continued to identify where the greater needs are for the Town, and made appropriate suggestions to the BoS regarding the overall budget to help rebalance these funds where they are needed most.

The Amherst Ways & Means Committee

Bob Brewster (chair)

Jay Dinkel

Dick LeFebvre

Colleen Lynch

Andy Ouellette

Russ Thomas

Paula Troie

Nate Jensen (Alternate)

John Post (Alternate)

## TOWN DIVISIONS IN REVIEW 2013

### ASSESSING OFFICE

We are pleased to announce that Richard Dorsett Jr.; CNHA has joined the firm of KRT Appraisal as our Contracted Assessor. Mr. Dorsett brings 10 years of past assessing experience with the Town.

The Assessing Agent makes recommendations to the Board of Selectmen for property valuations, tax abatements, supplemental tax bills, and matters regarding property tax cards/maps and the computer assisted mass appraisal (CAMA) system. As part of the process Mr. Dorsett has been reviewing new construction, outstanding building permits, and measuring and listing a quarter of the town's real estate inventory each year. To date he has visited over 2102 properties.

The new total values as of April 1, 2013 for the Town of Amherst are as follows:

Residential.....	\$1,337,201,800
Commercial.....	\$201,181,800
Utilities.....	\$39,462,700
Current Use.....	\$863,400
Exempt.....	\$89,896,900
Total.....	\$1,578,709,700

Property Tax Exemptions totaled \$10,487,800 while Property Tax Credits totaled \$292,100.

In Amherst, the War Veteran's Tax Credit is \$500.00; the tax credit for 100% military disability is \$1400.00. If two qualifying veterans reside in the home the Tax Credit is \$1000.00.

The 65-74 Senior Tax Exemption is \$71,000, the 75-79 Senior Tax Exemption is \$107,000, and the 80 years of age or older Senior Tax Exemption is \$142,000. These amounts are deducted from the full assessed value and the tax is figured on the balance times the tax rate.

Amherst also provides a Blind Tax Exemption of \$35,000, and a Disabled Tax Exemption of \$61,000. To qualify for the Disabled Tax Exemption the applicant must be 100% disabled and meet the same criteria required for an Elderly Exemption. Applicants must submit their financial information annually to the Assessor for requalification.

Our goal is to maintain accurate property records for taxation purposes and we appreciate the property owner's assistance in achieving this goal.

If you would like further information on exemptions and tax credits, please stop by the Assessing Office or look us up on line at [www.amherstnh.gov](http://www.amherstnh.gov).

## SCHEDULE OF TOWN PROPERTY

<b>Property</b>	<b>Map &amp; Lot(s)</b>	<b>Address</b>	<b>Assessment</b>
Town Hall & Cemetery	18-42	2 Main Street	1,189,900
Library & Land	17-7	14 Main Street	968,700
Highway Dept. Land & Bldgs.	6-89	22 Dodge Road	456,200
Police/Rescue/Fire Land & Bldgs.	6-94	175 & 177 Amherst Street	2,070,300
South Fire Station	2-127-3	62 Stearns Road	268,400
Baboosic Lake Beach & Bldg.	24-13-2	25 Broadway	183,400
Baboosic Lake Land	24-13-1	20 Broadway	45,500
Baboosic Dump	6-86	92 Broadway	65,600
Jones Lot	2-26-1	37 Old Nashua Road	124,600
Meadowview Cemetery	5-172	Foundry Street	505,000
Tool House			18,800
Howard Cemetery Addition	17-51	End of Sunset Road	200,400
Chestnut Hill Cemetery	11-0-0-T	107 Chestnut Hill	11,700
Cricket Corner Cemetery	4-94-1	Boston Post & Corduroy Rds.	4,100
Potters Field	1-1-32	Ponemah Road	8,500
Souhegan Regional Landfill	8-9-1	260 Route 101	370,200
Thibodeau Land	2-163	463 Boston Post Road	500
Kurtick Land	3-34-3	Merrimack Road	200
Cemetery Field	4-25	69 Merrimack Road	394,700
Winslow Pit	2-26-2-2	Old Nashua Road	16,000
Peabody Mill Center	10-7	66 Brook Road	403,400
Peabody Mill Center	10-8	65 Brook Road	20,600
20 Greenwood Drive	24-61-1		300
22 Greenwood Drive	24-61-2		300
38 Colonel Wilkins Road	3-53		11,200
Church Steeple	17-66-1-A	11 Church Street	200,000
Corduroy Road	4-16-1		5,000
2 Fernwood Lane	4-52-38		62,300
Limbo & Narragansett	18-48	Limbo & Narragansett	79,600

<b>Town Parks</b>	<b>Map &amp; Lot(s)</b>	<b>Address</b>	<b>Assessment</b>
Village Tennis Courts & Land	17-13	5 Davis Lane	130,000
Village Fire Station Land	17-26	105 Boston Post Road	78,700
Sullivan Land	20-4-1	10 Oak Hill Drive	6,500
Courthouse Common	16-15	Courthouse Rd. & Middle St.	3,200
Pierce Common	17-17-4	Pierce Lane	17,100

## SCHEDULE OF TOWN PROPERTY

<b>Town Parks</b>	<b>Map &amp; Lot(s)</b>	<b>Address</b>	<b>Assessment</b>
Spalding Common	17-10	Amherst & Main Streets	126,600
Huntington Common	16-14	155 Amherst & Courthouse	8,300
School Street Park	17-17-2	Main & Middle Streets	19,500
Mack Hill Common	19-21	Mack Hill & Jones Roads	700
Carriage Road Common	17-17-1	Carriage Road & Main St.	9,900
Main Street Common	17-17-3	Main Street	121,100
Boston Post Village Common	17-17-6	Boston Post Rd. & Middle St.	20,300
Civil War Common	17-17-5	School & Middle Streets	18,700
Bowling Alley Land	25-104	16 Milford Road	100
Triangle at Broadway	24-3	36 Broadway	600
Skating Rink	17-83-1	13 Middle Street	167,100
Beaver Brook Park	18-41-1	7 Manchester Road	122,000

<b>Tax Deeded Property</b>	<b>Map &amp; Lot(s)</b>	<b>Acreage</b>	<b>Assessment</b>
19 Broadway	24-19	0.14	6,400
1 Corduroy Road	4-16	1.00	56,200
35 Broadway	24-11	0.04	500
Route 101	6-65	0.70	300
4 Brookwood Drive	21-3	0.56	73,600
49 Baboosic Lake Road	6-47-1	2.88	112,100
32 West Street	25-29	0.22	34,100
Route 101 (Rear)	6-122	1.18	2,300
118 Christian Hill Road	5-74	5.00	185,600
27 Ravine Road	6-108-2	0.90	7,900
25 Ravine Road	6-108-3	0.90	3,900
69 Broadway	25-12	0.66	106,600
Route 101E	8-49	4.20	262,900
11 Old Nashua Road	2-19-1	5.50	111,400
6 Brimstone Hill	5-103-8	1.60	144,700
6 Nathaniel Drive	8-16-4	1.70	120,800
51 Baboosic Lake Road	6-47-2	2.00	49,700
2 Clark Avenue	25-26	0.94	87,200
Northfield Road	4-4-23	0.55	3,600
Northfield Road	4-4-24	0.23	3,200
33 Christian Hill Road	5-144	1.20	11,700

## SCHEDULE OF TOWN PROPERTY

<b>Tax Deeded Property</b>	<b>Map &amp; Lot(s)</b>	<b>Acreage</b>	<b>Assessment</b>
Boston Post Road	4-14-19	1.30	61,000
Lyndeborough Road	5-63-1	0.06	0

### **Tax Deeded Land**

<b>Managed by Conservation</b>	<b>Map &amp; Lot(s)</b>	<b>Acreage</b>	<b>Assessment</b>
Lyndeborough Road (Rear)	5-89	5.88	5,700
Boston Post & Corduroy Rds.	4-16-2	2.50	4,600
Chestnut Hill Road (Rear)	11-17	16.00	30,900
Lyndeborough Road (Rear)	5-87	5.40	5,700
1 & 3 Stearns Road	2-115	6.00	164,900
2 Fairway Drive	4-34-23	14.00	31,700
63 Old Manchester Road	8-77-10	17.50	104,800
17 Windsor Drive	2-146-55	0.77	52,400
19 Windsor Drive	2-146-56	0.70	102,500
21 Windsor Drive	2-146-57	0.80	105,800
Fairway Drive (Rear)	4-34-25	3.50	1,000
Grater Road	6-19,6-19-1,2,3,4,5	13.51	385,100
24 Old Mont Vernon Road	7-76	17.91	185,300

<b>Land Managed by Conservation</b>	<b>Map &amp; Lot(s)</b>	<b>Acreage</b>	<b>Assessment</b>
Rt 101, Bedford	30-15-29	44.40	6,311
Rt 101	8-54-1	59.26	568,100
363 Rt 101	8-56	18.53	262,900
Horace Greeley Road Rear	10-71	105.83	668,800
"Sutton Court"	10-71-1	31.34	211,000
Christian Hill Road	5-109	46.94	485,400
Bate Road Rear	7-62-1	30.00	2,500
Walnut Hill Road Rear	6-122-1	2.00	15,700

<b>Conservation Land</b>		<b>Acreage</b>	<b>Assessment</b>
Brook Road	9-2,10-2,4,6,7,10-1,40-1	558.00	2,748,000
61 Boston Post Road	5-152 et al	47.00	208,500

## SCHEDULE OF TOWN PROPERTY

Conservation Land	Map & Lot(s)	Acreage	Assessment
35 Thornton Ferry I & Cobbler Ln.	6-112-2, 6-115-4	19.00	26,000
15 Mont Vernon Road	7-91	40.66	349,000
Simeon Wilson-Near the River	2-145-4	10.00	220,100
B & M Railroad	6-120,121	16.19	29,800
Thornton Ferry II Road Rear	4-52-54	11.11	22,100
Thornton Ferry II Road Rear	4-55	2.00	6,200
46 Christian Hill Road	5-107-5	2.50	65,100
Baboosic Lake Road Rear	6-30-6	8.79	2,600
73 Broadway	25-103	2.30	35,300
7 Manhattan Park	2-31-6	1.86	1,200
55 Lyndeborough Road	5-82-8	9.98	163,600
Austin Road Rear	8-11	32.00	137,600
Nathaniel Drive Rear	7-800	60.00	106,600
Fairway Drive Rear	4-35	6.00	4,800
Lyndeborough Road Rear	5-62,65,65-1,66,75-1	68.00	468,600
52 Lyndeborough Road	5-68	10.00	149,600
23 Holly Hill Drive	8-49-41	1.69	129,500
12 Holly Hill Drive	8-49-39	1.50	127,100
21 Greenbriar Lane	10-5-18	1.50	149,500
75 Boston Post Road	5-150	1.40	58,600
14 Austin Road	7-42	93.00	978,399
9 Austin Road	8-10	35.00	263,000
22 Old Mont Vernon Road	7-73-1	6.10	144,600
15 Old Coach Lane	21-20-62	0.80	105,800
3 Eaton Road	5-135	54.71	342,800
2 & 4 Eaton Road	5-130	2.00	137,300
36 Lyndeborough Road	5-63	4.40	96,900
Pond Parish Road Rear	6-24	173.28	162,400
10 Green Road	5-115	18.38	233,900
Horace Greeley Road	8-26	60.00	192,000
5 Thornton Ferry II, 402 Boston Post	2-140, 4-48	44.00	119,100
226 Route 101	8-1-1	70.00	568,100
Mack Hill Road	7-64	7.50	52,200
Horace Greeley Road	8-24-1	20.00	53,000
Pond Parish Road	6-1-1	28.11	344,900
Pine Top Road	7-63	11.00	87,000
Pine Top Road	7-47-6	25.2	234,200
Grater Road	6-20-3	5.1	74,500

## SCHEDULE OF TOWN PROPERTY

<b>Conservation Land</b>	<b>Map &amp; Lot(s)</b>	<b>Acreage</b>	<b>Assessment</b>
Brook Road	11-68	20.00	75,700
Sutton Court	11-12-51 thru 60	99.00	278,300
Spring Road	4-158	5.09	9,500
153 Wilson Hill Road, Merrimack	4A-006	6.70	175,900
Spring Road	4-157-1	26.63	252,300
Merrimack, NH	4A-007	3.50	49,500
Huckabee Farm Lane	10-59-5	41.36	323,200
Horace Greeley Road	8-17	17.80	1,200

### **School Property**

	<b>Map &amp; Lot(s)</b>	<b>Address</b>	<b>Assessment</b>
Brick School & Chapel Museum	17-82	1 School Street	703,700
Middle School	2-145	14 Cross Road	6,978,500
Souhegan High School	2-145-5	412 Boston Post Road	23,063,200
Clark School	17-33	14 Foundry Street	1,536,700
Wilkins School	19-11	80 Boston Post Road	4,826,300
Simeon Wilson Road Fields	2-141-3	Simeon Wilson Road	94,700
Amherst School District	2-142-0	418 Boston Post Road	280,900
Amherst School District Bean Fields	2-142-1	Boston Post Road	170,500
Amherst School District	2-144-0	4 Cross Road	241,800
Amherst School District	6-96-0	13 Baboosic Lake Road	124,400
Amherst School District	6-116-0	Baboosic Lake Road	199,500
Amherst School District	6-119-0	Route 101 (Rear)	4,900
ASD Spalding Field	5/97	10 Davis Ln/Christian Hill	218,700

### **Conservation Easements**

	<b>Map &amp; Lot(s)</b>	<b>Acreage</b>
Austin Road	8-5	34
New Boston Road	7-80; 7/81	17.1
Amherst St./Boston Post Rd.		3
Baboosic Lake Rd	6-28	109.9 total
Parker Farm Ln Open Space	6-28-1	23.4

## **OFFICE OF COMMUNITY DEVELOPMENT**

The Community Development Office strives to effectively manage community change in accordance with the Master Plan and the Town's ordinances and regulations. We do this by providing professional advice and technical expertise in a consistent and fair manner to citizens, boards, commissions, departments, and regional agencies on the implementation of land use ordinances, regulations, and policies for both the short- and long-term physical, economic, and community development of the Town. The office provides a variety of services including:

- Land development review.
- Master planning/long-range planning.
- Building permitting and inspections.
- Health and safety.
- Economic Development: Commercial, Industrial, and Small Business.

The Office includes the Building, Code Enforcement, Planning, Zoning, and Economic Development Departments. It also provides support to the Town's Zoning Board of Adjustment, Planning Board, Historic District Commission, Conservation Commission, and the Heritage Commission. In support of the commissions and boards, the Office has become the central repository for all land use related plans and documentation, and the central communication hub for all land use boards. This dynamic Office is supported by three Staff members:

- Pam Crook, Community Development Secretary.
- Richard Keyes, Building Inspector, Deputy Health Officer, and Code Enforcement.
- Sarah Marchant, Community Development Director, Zoning Administrator, and Code Enforcement.

The Office survived the relocation of its offices to the Fire Department from the end of July through December while Town Hall's roof structure was repaired. The Office would like to sincerely thank the Fire Department for sharing their space with us, and Microtime (IT support) and the Department of Public Works for their assistance throughout the relocation process. Also, thank you to all of our patrons for your patience while Town Hall was under construction.

The economic recovery continued in 2013 with development in Town steadily rising. The community welcomed several new businesses to Amherst in 2013, including the construction of two new commercial buildings for Goodwill and Aspen Dental on Route 101A. Other new businesses helping to fill vacant units include: Pet Life, Orange Leaf frozen yogurt, Handicapped Pets.com, PSNI.com, Salon Amalie, Covellite Holistics, Clear Choice Home Improvements, Schaefer Mortgage, BluAqua, Flynn Construction, Climax portable machining and welding systems, and Dealer track Technologies; to name a few. As the economy turns around the Office looks forward to working with all of our existing businesses and welcoming new in 2014.

Residential development also continued to rebound this year. While new single family home starts are still low with only seven new permits this year, the number of homes undergoing significant renovations or complete remodels was up. Overall, the total number of building permits issued in 2013 jumped almost 50% from **476** in 2012 to **905** in 2013. While this is

excellent news for the local economy, the increase in new applications temporarily exceeded the Office's ability to provide timely turn-around on permit approvals and inspection scheduling requests. To meet the heightened demand for service, the Board of Selectmen and Town Administrator supported the Office's request to hire a subcontracted Building Inspector on a part-time "as-needed basis." The Office would like to thank the Board of Selectmen and Jim O'Mara for their support. Through this effort, the Office will strive to continue to provide a cost effective service to the community while maintaining the integrity of construction.

The Office had several major projects this year including:

- The [Community Development Connection](#) – the first year of the Office's monthly newsletter, dedicated to relaying the results of the monthly Board meetings, project updates, and new businesses in your community. The newsletter is distributed electronically by email and on our website. If you would like to join the mailing list please let us know.
- [Capital Improvements Plan \(CIP\) FY2015-2020](#) – The CIP Committee was formed in April and worked with Department Heads and Town Committees over the summer and fall to restart the annual CIP process. The CIP process worked to complement the Board of Selectmen initiated Strategic Planning Process, as a long-term budgeting tool for the Town and School Districts' capital projects.
- The Office of [Community Development Strategic Plan](#) was developed to support the Board of Selectmen in their new Strategic Planning Initiative and outlines the Office's budget needs for the next several years.
- Adoption of a revised [fee schedule](#) which lowered many of the fees for Building, Planning and Zoning applications to align with fees charged in similar communities.
- The Planning Board and the Community Development Office were awarded a grant to combine and update the water resource ordinances with current Best Management Practices for the Watershed Conservation, Wetlands Protection, and Aquifer Conservation Districts in order to protect the high quality drinking water and watershed of the Town of Amherst and the Region. The goal of this project was to prepare [revised ordinances](#) that reflect the goals of the Master Plan and the interests of the community for the voters to approve on the 2014 Town Ballot.

Check out our website for more information on any one of the above-listed projects or feel free to contact us anytime. The Community Development has made significant strides this year with the support of the Board of Selectmen and Town Administration. Thank you for all your support in 2013!

#### **Building Department Statistics:**

<b>2013 Building Permit Application History</b>	
New SF Residential (including Condos)	7
Condos only	3
Residential Additions/Alterations	175
Commercial/Industrial (new & additions/alterations)	2
Commercial/Industrial new	19
Signs	34

Pools	5
Demolition	13
Septic Systems	48
Electrical	247
Plumbing	77
Mechanical	276
Home Occupations	4
Tenant Fit-Up	10
<b>Total # of Building Permit Applications</b>	<b>920</b>

Number of Building Inspections: 884

Number of Certificates of Occupancy Issued: 36

#### **Planning Board Statistics:**

<b>Planning Board Applications January 1, 2013, to December 31, 2013</b>	
Type of Application	# of Applications
Scenic Road Hearings	2
Non-Residential Site Plans (NRSP)	6
NRSP Amendments	4
Water Resource Management Plans	3
Affordable Housing Suitability	1
Zoning Changes Public Hearing	1
Subdivision	1
LLA	1
Discussions	4
Sign Master Plan	1
Compliance Hearings	1
<b>Total</b>	<b>25</b>

#### **Zoning Board Statistics:**

<b>Zoning Board of Adjustment Applications January 1, 2013, to December 31, 2013</b>	
Type of Application	# of Applications
Variance	16
Special Exception	3
Appeal of Administrative Decision	0
Equitable Waiver	0
Variance for the Handicapped	0
<b>Total</b>	<b>19</b>

**Historic District Commission Statistics:**

<b>Historic District Commission Applications January 1, 2013, to December 31, 2013</b>	
Type of Application	# of Applications
New Building	1
Building Modifications	7
Demolition	1
Tree Removal	11
Fence/Landscaping	2
Mechanical Equipment	2
<b>Total</b>	<b>24</b>

Respectfully submitted,

Sarah Marchant  
Community Development Director

## **DEPARTMENT OF PUBLIC WORKS**

### **Bridges**

Amherst has 14 municipal bridges, seven of which are constructed from large steel culvert pipes (a common economical approach of the 70's and 80's). Five of our bridges, (4 steel, 1 stone) are in the State of New Hampshire's "Bridge Aid Program".

Our construction years are slated for 2018 (Manchester Road), 2019 (New Boston Road), 2020 (Horace Greeley Road), 2022 (Mont Vernon Road), and undetermined (Thornton Ferry Road I, hopefully 2023).

Upon final completion of a reconstructed bridge and after a NHDOT inspection for conformity with the approved plans and specifications, NHDOT will reimburse the balance of the State's share of qualifying costs. Reimbursement is based on "municipality-paid invoices" to the contractor.

Construction plans and bid documents should be completed for Manchester Road Bridge by late spring of 2014. Amherst is actively investigating temporary and long term replacement options to reopen our closed bridge, including but not limited to advanced construction.

### **Bond – Road Reconstruction Work**

Corduroy Road, 1,600 feet	Lyndeborough Road, 4,760 (top)
Middle Street, 2,000 feet	Pine Road, 2,835 feet
Walnut Hill Road, 6,400 feet	Cricket Corner Road, 185 feet

### **Projected upcoming roadwork for 2014**

Boston Post (2 small sections @ Cricket Corner & North Meadow),	1,700 feet
Boston Post (center of Town)	3,015 feet
Christian Hill (Eaton to Green),	3,435 feet
Cricket Corner Rd (Boston Post to County),	3,100 feet
Cross Street	340 feet
County Rd (Cricket Corner to Upham),	675 feet
Danbury Circle,	3,630 feet
Foundry Street	1,300 feet
Merrimack Road (Boston Post to Route 122),	6,800 feet
North Meadow,	2,495 feet

### **EPA Stormwater update**

In 2008 and again in 2013, EPA (Boston) released draft regulations for public comment. Town staff critiqued and commented individually in 2008, and in 2013 both independently and as part of a regional coalition.

We must all strive towards clean water, but the proposed requirements (based on the Clean Water Act) continue to be elusive. It is difficult to budget and impossible to plan for a moving target. This will most likely cause the deferment of other town programs or projects in its first year of implementation.

### Budget Work

#### *a. Road repairs, reconstruction*

Lyndeborough Road, 1,600 feet  
Middle Street (sidewalk), 2,000feet

New Boston Road, 6,800 feet  
Corduroy Road, 3,255 feet

#### *b. Catch basin cleaning*

With a continuous goal to reduce and/or minimize erosion, during the last few years of road reconstruction, we have added over a hundred new catch basins. All basins are cleaned at least once per year (usually in July), the material extracted is sampled, analyzed, and either reused, or disposed of in an approved manner.

#### *c. Street sweeping*

Approximately fifty percent of our streets are swept each spring by an outside contractor. The balance (more rural roads) are cleaned over time as part of our roadside ditching program. This strategy may change if/when more stringent requirements are implemented under Stormwater regulations.

#### *d. Patching*

Crews hand shoveled 108.63 tons of asphalt into potholes on various town roads

#### *e. Roadside brush*

The town maintains 244 lane miles of road. New saplings and branches are drawn to open space, roads are open space. Crews have prioritized roads under construction, cul-de-sacs, and areas severely grown in. For safety purposes, trimming back road shoulders takes at least a crew of five.

With our tractor and roadside mower, we yearly trim four to six feet along the road edge, however, this is the first year (thanks to an additional part-time employee) we were able to reach every road at least once, and several more than once.

### Town Buildings

The attic repairs and related upgrades/improvements to Town Hall became the number one priority for this year.

Upgrades/improvements included;

- New condenser & air handler for the second floor
- Sixteen inches of new attic insulation

- New ceiling and wall paint (meeting room)
- New electrical and low voltage wiring
- Refinishing the meeting room floor

Future Town Hall projects include;

- Rebuilding all the windows and frames
- Repair (repointing) to the outer layer of brick

Building repair priorities for the summer/fall of 2014

- South Station: roof, (rotted) trim boards, and plumbing upgrades
- Recreation administrative office roof
- Library roof (two small flat sections)
- Police/EMS: replace rotted trim boards and paint
- Entrance doors @ Central Fire and PD

### Town Commons

The commons are heavily used for a variety of town functions, but with Building and Grounds Foreman Day's guidance, and Peter, Ray, and Mike's hard work, they continue to flourish. To meet expectations, they aggressively over-seed, aerate, and lime along with judicious fertilizing, mowing and leaf maintenance.

### Transfer Station

Through the first eleven months of 2013, residents should be congratulated for recycling the following tonnage;

Commingles	57.71 tons	Plastic	9.58 ton
Magazines	171.76 tons	Cardboard	144.94 tons
Alum cans	11.41 tons	Steel cans	11.73 tons
Mixed paper	124.98 tons	Glass	241.23 tons

The town generated 2,673.16 tons of trash at a disposal cost of \$68 per ton (or \$181,774.88). Had the recyclables above been thrown in with trash, tonnage would have increased 743.34 tons at an additional cost of \$50,547.12. Thank you for your recycling efforts.

### Household Hazardous Waste

Collection schedule dates for next year are as follows;

Saturday April 19 <sup>th</sup> ,	8am-12noon, in Nashua @ Public Works Facility
Saturday May 4 <sup>th</sup> ,	8am-12noon, in Milford @ Public Works Facility
Thursday June 5 <sup>th</sup> ,	3pm-7pm, in Nashua @ Public Works Facility
Saturday Aug 3 <sup>rd</sup> , (tentative)	8am-12noon, in Nashua @ Public Works Facility
Saturday Oct 4 <sup>th</sup> , (tentative)	8am-12noon, in Nashua @ Public Works Facility
Saturday Nov 1 <sup>st</sup> , (tentative)	8am-12noon, in Nashua @ Public Works Facility

Please refer to the Nashua Regional Planning Commission's webpage @ [www.nashuarpc.org/](http://www.nashuarpc.org/) for specific updates.

In closing I extend my thanks to my staff, crew, Town Administrator, Board of Selectmen, other departments and department heads, boards, committees, and residents I interact with throughout the year. Your patience and understanding is greatly appreciated as we move forward, for the betterment of the community.

Respectfully submitted,

Bruce W. Berry  
Department of Public Works Director

## **EMERGENCY MANAGEMENT**

The Emergency Management function of the Town serves to prepare our community to address disasters, both natural and manmade, in a manner that minimizes personal injury and damage. In addition, the Emergency Management Team, comprised of key elected and appointed officials in town, opens the Emergency Operations Center whenever necessary to manage events that arise during the year. In 2013 we were fortunate and did not have to activate the Emergency Operations Center although we watched several storms closely and conducted pre storm briefings and preparation.

The Emergency Management Team works throughout the year analyzing potential risks, developing emergency operations plans and updating the towns Hazard Mitigation Plan. The team meets a minimum of four times a year to work on these plans and any changes that maybe taking place in the community.

It is important for every Amherst citizen to know the town subscribes to CODE RED Emergency Notification system. This program allows your community emergency management to make notifications to its citizens via land-line and cellular telephone. This system was used several times in 2012 to inform citizens of town conditions, shelter locations, and water and warming station locations. The Code Red system has a data base that it utilizes, but it is only as good as the information entered. Please go to the Town of Amherst website to learn more about this system, to sign up for the notification service, and to update your contact information.

Amherst Emergency Operations Center utilizes a variety of systems to stay in contact with state and federal resources during a major event. Primarily, this is done by telephone lines, however, we also utilize the internet. As a backup, we utilize Amateur Radio Emergency Services (ARES) to come in with their equipment and directly communicate with the EOC in Concord.

The Amherst Emergency Management Team, along with the Town of Milford, Mont Vernon, and Lyndeborough have established a CERT Program (Community Emergency Response Team). This team augments the Emergency Services within the area and was activated a few times over the past year for community events and motor vehicle accidents that closed roadways for a long period of time.

Currently we have 28 individuals trained on different basic emergency response functions. We continue to seek out individuals interested in becoming part of the CERT team. These folks provide assistance not only in a natural disaster, but also assist local officials in community events, such as the 4<sup>th</sup> of July celebration as well as the Milford Annual Pumpkin Festival. Don Holden is the CERT Coordinator if you are interested in more information; please contact Fire Chief Mark Boynton at 673-1545.

The Town of Amherst is very fortunate to have a dedicated team of Emergency Management personnel to serve the community.

Respectfully submitted,

Mark R. Boynton  
Fire Chief/Emergency Management Director

## **EMERGENCY MEDICAL SERVICES (EMS)**

The Amherst Department of Emergency Medical Services mission is to provide the highest quality, cost effective Basic and Advanced Life Support Emergency Medical Services, for the communities of Amherst and Mont Vernon. Amherst EMS is currently made up of 15 EMT's, 10 EMT-Intermediate, 2 Advanced EMT's and 9 Paramedics. All of our paramedics are certified in Advanced Cardiac Life Support & Pediatric Advanced Life Support (ACLS/PALS), Continuous Positive Airway Pressure (CPAP) and the administration and placement of Intraosseous Needle Insertion (IO).

Our station is located on the lower level of the police department and is comprised of complete living quarters, academic training center and vehicle storage facility. Our fleet includes a 2011 Ford F-450 4X4 emergency ambulance, a 2001 Ford F-350 4X4 emergency ambulance, a 2005 Ford Explorer 4X4 paramedic response vehicle and a 2005 Ford Explorer 4X4 incident command vehicle. We also have a 2010 Community Emergency Response Team (CERT) Trailer and a 28 foot mobile emergency response vehicle.

EMS is staffed 24 hours a day, seven days a week. This year we responded to 699 calls for service. Each Amherst EMS member makes a major commitment to our community, spending on average, approximately 48-72 hours a month ready to respond to any emergency. Staff undergo regular training in all aspects of emergency medical treatment and are required to complete continuing education courses in order to meet state EMT licensing requirements.

Listed below are the members of Amherst EMS who cared for the people of our communities 24/7 during the 2013 year:

Earlene Calabro	Walter Colby	Daniel Barton	Matthew Conley
Mark Hume	John Leonard	Tim Riddell	Chenais McConnell
Brett Lafoss	Corey Bartlett	Ted Joubert	Dan Bonefant
Sandra Powers	Mark Boynton	Rick Gagne	Richard Todd
Karen Lindquest	Mike Jolin	Brian Disco	Brian Gleason
Jeff Milos	Dennis Sheppard	John Hazen	Katherine Lockwood
Shaun Morrissey	Kirk Garland	Allen Peck	James Lockwood
Kyle Snowdon	Greg Tufts	Linda Wilking	Jen Bartolomucci
Gary Zirpolo	Darlene Davison	M.E. Indelecato	Aaron Roudabush
Jon Barker	PJ Comeau	Mike Fiore	Melissa Winters

In light of continual economic difficulties, now more than ever The Amherst EMS staff would like to thank the citizens of Amherst, Mont Vernon and the Amherst Lions Club for their continued support. Your letters of encouragement contribute greatly to the success of our mission. In today's world, our call-to-duty is challenged in so many ways that it is especially meaningful when our efforts are recognized by our community.

On behalf of all of us at Amherst EMS, thank you for this opportunity to serve you.

Respectfully submitted,

Brian M. Gleason  
EMS Director

## **FIRE DEPARTMENT**

The Town of Amherst is fortunate to be one of the few remaining towns in New Hampshire with a population over 10,000 people that continue to provide fire protection with a primarily volunteer fire department. This fire protection strategy is extremely cost effective. The Amherst Fire Department is comprised of two full-time employees and one part-time employee. The AFD staff members work Monday through Friday providing immediate response during daytime hours, managing administrative responsibilities, and performing routine operational tasks. The remaining 47 members are on-call personnel who work other jobs and respond to emergencies when they are in town and are available.

Although Amherst Firefighters are compensated an hourly wage for response to emergency calls, they also spend thousands of unpaid hours each year attending training and departmental meetings, checking equipment, performing maintenance, preparing for major storms, and providing community services such as fire prevention education in the schools. They feel a great deal of pride in the tradition of service that they provide to their community and the important role they play in providing for its safety.

Amherst Fire Department ensures a cost effective response by requiring fire officers to be on-call or on stand-by 24/7. During the week days the Fire Chief, Deputy Fire Chief, and part-time Administrative Lieutenant provide coverage to assure at least one person will respond to all emergencies. On weeknights and weekends on-call fire officers rotate being on-call, which requires them to remain in town and be available to respond. Currently these officers are not compensated for the time they are on-call weeknights and receive a standby pay of one hundred dollars for being on call over a weekend.

In 2013 Amherst Fire Department answered 449 calls for service. Forty seven of these were fires, fourteen involved buildings with six multiple alarm fires. Fifty six responses were to motor vehicle accidents resulting in four fatalities. As a result, Amherst experienced property losses estimated at \$1,470,100.

Amherst Fire Department is a member of Souhegan Fire Mutual Aid Association organized to provide assistance to neighboring towns in a time of need. In 2013 Amherst Fire Department provided mutual aid to surrounding towns twenty five times for a variety of emergencies. This included mutual aid to reported residential structure fires in the towns of Bedford, Merrimack, Milford, Mont Vernon, and New Boston. Amherst received the benefits and assistance of mutual aid seven times in 2013 including response and assistance for several structure fires and station coverage while AFD personnel and equipment was tied up at major incidents.

AFD works closely with neighboring communities conducting and taking part in regional training. Over the past year, AFD hosted regional training consisting of a NH Certified Firefighter Level One program, National Incident Management / Incident Command and Supervisor Training.

We are proud and fortunate to have firefighters with a montage of backgrounds and experience that bring strength and value to the department. Backgrounds range from accountants and

computer software engineers to electricians, mechanical engineers and aircraft pilots. These specialized skills enhance the department making us well rounded and capable of handling virtually any challenge with which we are faced.

In the coming year the fire department will continue to focus on developing skills and increasing the number of volunteer firefighters. The officers are receiving leadership/management training while the new members are participating in orientation and certified firefighter training. The entire department continues to train on a monthly basis to maintain basic skills and learn new techniques.

Goals set by the department include several items that will require budgeted funds. The department is hopeful that in the next one to five years it will be possible for the Town to consider compensating its firefighters for their time spent attending training, meetings, and providing non-emergency services to the community. Another goal is to finish the second floor of the central fire station. The project would include the installation of showers to clean up after a fire, additional storage space for growing needs, and to provide a place to bunk during major storms or natural disasters which will reduce response times.

In closing, I want to express my gratitude for the opportunity to hold the position as Amherst's Fire Chief and Emergency Management Director. It is an honor to serve the citizens of the Town and to work with the professional and dedicated staff of the fire department.

Respectfully submitted,

Mark R. Boynton  
Fire Chief

**AMHERST TOWN LIBRARY**  
[www.AmherstLibrary.org](http://www.AmherstLibrary.org)

***Library Mission***

*The Amherst Town Library shall strive to provide all community residents with materials and services for their information, education and entertainment needs.*

***Library Vision***

*The Amherst Town Library is an essential, innovative community service and an accessible resource for people of all ages and backgrounds, enhancing our quality of life and affirming our sense of community.*

**2013 Statistics – Library Activity**

Circulation (total)	214,209
Adult print	65,294
Juvenile print	73,175
Digital/ Audiovisual	75,740
 Total (physical) items in collection	 73,830
Items added	7,963
Items withdrawn	10,066
 Active patrons	 5,771
New patrons	600
 Computer usage in the library (sessions)	 5,455
Meeting room use (reservations)	660
Adult program attendance	2,280
Children's program attendance	8,392

### **Library Services**

- Diverse collection of books (for all ages) including bestsellers, graphic novels and large print, audiobooks for your CD/ MP3 player/ iPod, eBooks, videos including the latest DVDs, various eReaders and tablets (Sony, Kindle, Nook, iPad), CD-Rom games, video games, nearly 200 magazine and newspaper subscriptions, and music CDs
- Interlibrary-loan for materials owned by other libraries
- Free and discount coupons to local and Boston-area museums
- Information and research services including general research, bookclub assistance, community information and referral, local history and genealogy, reader's advisory, article retrieval, and homework help
- Test proxy and notary services
- Tax forms
- Coin-operated photocopier (black/ white and color) and fax machine
- Microfilm reader
- Public meeting room space for community groups
- Programs and events including educational and recreational programs for adults, and storytimes/ crafts/ performances for children
- Public computers with high-speed Internet access and laser printing, and public WiFi
- Storytimes offered offsite at local preschools
- 24x7 services through the library website including book renewal, downloadable digital audiobooks and eBooks, museum pass and meeting room reservations, databases with magazine and newspaper articles, and more

Respectfully submitted,

Amy Lapointe  
Library Director

## **POLICE DEPARTMENT**

### **Department Roster**

Chief Mark O. Reams  
Lieutenant Anthony E. Ciampoli  
Lieutenant Chad E. Blake  
Sergeant P. Derek Mahoney  
Sergeant Patrick A. Webster  
SRO Michael J. Knox  
SRO John H. Smith  
Detective James B. Crocker  
Detective Sarah D. Arnold  
Officer Matthew R. Saunders  
Officer Nathan T. Berry

Officer Nicholas A. Skiba  
Officer David P. Audet  
Officer Justin J. Gerome  
Officer Heather E. Blase  
Officer Joseph P. Cerra  
Officer Kevin R. Kelly  
Officer Hans E. Chapman  
Sharon Higley, Executive Assistant  
Special Officer Ralph Marschhausen  
Sally Long, Crossing Guard  
Carolyn Karnis, Crossing Guard

Beginning in June of 2013, the Amherst Police Department undertook the development of a Strategic Plan alongside other Amherst town departments in an effort to improve the level of services to our community. The development of this plan prompted our agency to put forward an initiative which had been previously considered but never put into action: a community survey. A number of Amherst households were randomly selected to participate by assessing the quality of our police services. The feedback from these surveys has helped to identify not only the public's perception of our agency (88% rating of Very Good to Excellent), but has also served to identify those areas of concern that are most important to our citizens. We have used those results to help shape the goals that form the basis of our Strategic Plan.

The goals of our Strategic Plan have also been tied to the Town of Amherst Master Plan, which is a multi-year document aimed at identifying policies and actions for managing future growth and changes, while still preserving the unique heritage of our community. Further, our strategic goals are based upon an internal S.W.O.T. analysis of our department, where Strengths, Weaknesses, Opportunities, and Threats have been recognized and used to help formulate the direction of our initiatives. Finally, the development of these strategic goals has also relied upon our own knowledge of the best practices of law enforcement agencies, as well as being based upon comparisons with similarly sized communities in New Hampshire.

The information derived from these sources has led to the development of a clearly defined Strategic Plan –a plan which will be continually reviewed to help ensure that our department is focusing its attention and resources on the objectives that are most important to the community, and to the professional growth of our agency.

Though slated to begin implementation on July 1, 2014, the Department managed to implement one of its strategic initiatives –*Increasing the Availability of Community Programs*- ahead of schedule in 2013. Even more importantly, this goal was accomplished through the forming of a

partnership with two well-known community organizations- the Amherst Lions Club and Milford Rotary Club. The program, known as Rape Aggression Defense (or, R.A.D.), is a self-defense program which provides hands-on training for women of all ages. The Amherst Lions Club and Milford Rotary Club joined forces and donated the nearly \$3,000 needed to fund the purchase of the full-contact, padded training suits that are worn by participants and trainers during the four week program. With this initiative, the Amherst Police Department hopes to raise community awareness of this issue, and to provide women of all ages with the knowledge, skills, and empowerment to overcome sexual harassment and sexual violence. A dedicated R.A.D. program for college-bound, Souhegan High School women is currently being planned for the spring of 2014.

Another area of focus for the Amherst Police Department in 2013 was an increased effort to address drug related activity. In 2013, the Department increased its number of drug related arrests by 21% over 2012. That figure represents not only the arrest of non-resident motor vehicle and criminal offenders, but also the investigation and arrest of resident offenders. Two specific enforcement efforts in 2013 resulted in substantial drug related asset forfeiture seizures, as well as the arrest of an individual suspected in the distribution of controlled drugs to students in Amherst. The men and women of the Amherst Police Department remain vigilant in their efforts to curb drug use and distribution within our town.

During the course of the past year, the Amherst Police Department completed its final stage of internal restructuring in the wake of several officer retirements which began in 2012. Several promotions were made within the Department, including the transition of Officer James Crocker and Officer Sarah Arnold into the Detective Division; the promotion of Detective Patrick Webster to Patrol Sergeant; the promotion of Sergeant Chad Blake to the rank of Lieutenant in charge of the Operations Division; and, the transition of Lieutenant Anthony Ciampoli from commander of the Operations Division to commander of the Support Division. Additionally, with the recent hiring of our newest Patrolman, Officer Hans Chapman, the Department is now at its full complement of 18 full-time officers.

However, as mentioned in the Strategic Plan, the Department's staffing level is three to four officers below the state and federal average. This shortage represents a growing challenge, especially when viewed alongside the increased level of business expansion over recent years, and the fact that the Department has not added a patrol officer position to the roster since 1998. The men and women Amherst Police Department remain hopeful that the citizens of our town will support the appointment of future positions as we endeavor to provide the continued, quality service that our residents expect and deserve.

Respectfully submitted,

Mark O. Reams  
Chief of Police

**AMHERST POLICE DEPARTMENT**  
**Annual Activity**

	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
<b>Miles of Patrol</b>	236,142	239,427	229,159	235,681
<b>MV Crashes</b>	359	380	331	361
Injuries	33	35	31	39
Fatalities	0	0	1	4
<b>Arrests</b>	417	539	470	617
Adult	324	444	430	581
Juvenile	93	95	40	36
<b>Total Crimes</b>	1092	1288	1104	1193
Arson	1	2	2	1
Assaults	49	64	35	44
Criminal Threatening	31	17	13	16
Criminal Mischief	106	94	84	71
Burglary	38	32	17	22
Criminal Trespass	17	27	10	10
Disorderly Conduct	6	14	5	5
Drug Violations	107	103	117	141
Drunkenness	29	22	14	35
DWI	42	57	55	53
Fraud/Forgery	65	80	70	46
Homicide	0	1	0	0
Liquor Law Violations	54	48	44	62
Sexual Assaults	3	5	15	10
Stolen Motor Vehicle	4	1	4	1
Thefts	169	249	215	280
Robbery	1	2	0	0
<b>Traffic Stops</b>	9,556	11,628	10,173	9,666
<b>Incidents</b>				
Alarm Calls	616	643	588	531
Animal Complaints	355	424	331	295
Assist Motorists	413	474	391	319
Building Checks	18,500	23,762	24,538	26,606
Directed Patrols	7,701	8,520	8,193	8,031
Disturbances	109	111	84	78
Vehicle Complaints	470	549	491	503
Pistol Permits	147	146	175	208
Police Service	965	459	895	885
Suspicious Activity	462	386	383	402
911 Hang-up*	NA	52**	122	80

\*New record keeping category beginning June 2011

\*\*Figure represents 6 month period

## **PUBLIC HEALTH DIVISION**

The Health Division works in conjunction with the State of NH to ensure inspection compliance for all food establishments in Amherst, as well as temporary food establishments such as weekend festivals and the Farmers Market. The department also inspects in-home day cares, daycare centers, residential care facilities, nursery schools and foster homes.

Mary Katherine Lockwood, PhD serves as Health Officer appointed by the State of New Hampshire Department of Health and Human Services and is supported in this role by Deputy Health Inspector Rick Keyes.

The Health Division also responds to citizen complaints related to local food service establishments, possible food-borne illnesses from these establishments, failed septic systems, improperly disposed of trash, unsanitary conditions and improper lead and asbestos abatements.

With overwhelming support of the voters, 2013 became the fourth year “Dragon Mosquito Control Incorporated” provided a comprehensive control program for the Town. Dragon responds to service requests from homeowners who wanted their wetlands checked for mosquito activity.

The 2013 mosquito season was challenging; however, our aggressive control program helped to keep the mosquito population down significantly. New Hampshire didn’t escape the year without some arboviral activity. There were a total on fourteen (14) West Nile Virus (WNV) mosquito batches across the state. Two (2) were found in Manchester, two (2) in Nashua, in addition to ten (10) others communities east of Amherst. There were twenty-four (24) Eastern Equine Encephalitis (EEE) positive mosquito batches detected across the state in 2013 including three (3) animals testing positive and one (1) human case detected.

Dragon has identified and mapped 167 larval mosquito habitats and crews checked freshwater sites 256 times throughout the season. There were 48 sites treated to eliminate mosquito larvae. In addition, 1,086 catch basin treatments were made to combat disease carrying mosquitoes. Adult mosquitoes were monitored at four locations throughout town. Nearly 2800 mosquitoes were collected in light traps and sent to the State Lab to be tested for diseases; none tested positive for disease.

The proposed 2014 Mosquito Control plan for Amherst includes continued trapping mosquitoes for disease testing, sampling wetlands for larval mosquito activity and larviciding where mosquito larvae are found. The control program begins in April when mosquito larvae are located in stagnant water such as swamps, ditches, and woodland pools. Trapping adult mosquitoes begins in July. The mosquito control program ends in late September or early October when temperatures drop and daylight diminishes.

Community involvement by emptying any outdoor containers that hold standing water continues to assist us in our effort to reduce the mosquito population.

If you do not want your property treated for mosquitoes, then a written request is needed. Please send a letter to Dragon Mosquito Control, P.O. Box 46, Stratham, NH 03885. Be sure to include your name, physical address, phone number, and a description of your property with boundaries. Otherwise, your wetland may be treated. Anyone who sent Dragon Mosquito a written request in 2013 may call the office to reaffirm your request. Their phone number is 964-8400. You may call Dragon's office at any time for assistance regarding mosquitoes, the insecticides applied, spray dates, or questions about EEE and WNV.

For more information on Eastern Equine Encephalitis and West Nile Virus, visit the NH Department of Health and Human Services online at [www.dhhs.state.nh.us](http://www.dhhs.state.nh.us) or the Centers for Disease Control at [www.cdc.gov](http://www.cdc.gov)

## **PUBLIC SAFETY COMMUNICATIONS CENTER**

The Amherst Public Safety Communications Center (APSCC) is the central hub for the coordination and response of our town's emergency services. The APSCC continues to provide communications coverage to the citizens of Amherst as they handle incoming calls for service and provide Police, Fire, and EMS dispatch services. Direct oversight of the center is handled by the Chief of Police, while scheduling and day to day operational matters are handled by the center's Communications Coordinator, Gerry Beland.

The Amherst Public Safety Communications Center cares for our community 24 hours a day, seven days a week. Each APSCC Specialist makes a major commitment to our community and is ready to respond to any emergency. Our Communication Specialists undergo regular training in all aspects of emergency dispatch communication, and are required to complete continuing education courses to meet state and national Emergency Medical Dispatching licensing requirements.

In 2013, the Amherst Public Safety Communications Center completed its ninth year of operation. The APSCC's communications infrastructure was substantially upgraded in 2013 thanks to federal grants and some local funding that resulted in vastly improved radio transmission and reception between the APSCC and our emergency responders. A major component of that upgrade involved a cooperative agreement between the Town of Amherst and the United States Air Force Tracking Station in New Boston, which allowed for the placement of vital APSCC equipment on an existing 400' radio tower structure located within the Air Force base. The installation of this equipment also improved regional communication interoperability between Amherst and neighboring towns.

Another improvement came in the form of dedicated emergency phone lines between the APSCC and our elementary and middle schools. School officials and the Amherst Police Department joined together in placing a panic alarm system within each school, which, when activated, will initiate a school lockdown and automatically place an emergency call to the APSCC. The installation of a dedicated, sole-use phone line insures that an emergency call will be received by the APSCC –even if all other incoming APSCC phone lines are busy.

The members of the Amherst Public Safety Communications Center would like to take this opportunity to once again thank the citizens of Amherst for their support, and pledge to continue to provide the highest quality and most cost-effective emergency dispatch services to our town.

### **Department Roster**

Gerry Beland  
Eric Miron  
Pamela McKinney

Danielle Gardiner  
Hans Chapman

Robert Kyer  
Richard Todd

Respectfully submitted,

Mark O. Reams  
Chief of Police

## **RECREATION DEPARTMENT**

### Mission Statement:

- To offer diverse cultural community and special event activities for all family members
- To offer a full array of informational services to all leisure activities and organizations
- To provide environmental education and leisure opportunities
- To provide professional leisure department assistance to all community groups
- To provide leisure opportunities in a safe and healthy atmosphere
- To provide a well maintained park system and recreational facilities to be used in an optimal, fair and equitable manner
- To provide a comprehensive master plan

During 2013 special events and programs continued with great success. Our Winter Carnival held on Middle Street and the Town Green, despite the bitter cold and wind, attracted many residents to participate in snowshoeing on the Green, ice skating on the rink, and meeting and greeting four trusty canines of the New Hampshire Mushers. Everyone enjoyed the outdoor cooking of Boy Scout Troop 22 and especially the hot chocolate and refreshments from the Amherst Fire Department

Our second annual “Touch a Truck” was held at Souhegan High School in early spring. This family favorite invited kids and anyone who would enjoy being a kid, an opportunity to see, touch, and explore construction trucks, fire engines, EMS and DPW vehicles and police cruisers. This awesome experience attracted over 25 local businesses to display their fleet along with Amherst public vehicles. Cameras and video were welcomed and captured the essence of this event. A huge thank you goes out to the Amherst Fire Department for who provided refreshments..

Camp Baboosic returned to Baboosic Lake for its second year. This six week program was led by resident Patty Lott and provided over 115 campers (an increase of 40 campers from the previous year), a summer of fun. The Baboosic Lakers swim team too enjoyed the long, hot summer with 30 swim team members. Baboosic Lake also experienced an increase in season passes, setting a record of 63 sold passes.

Summer concerts continue to be an event that residents looked forward to. Held in the early evening, young and old alike enjoyed the very popular Amoskeag Strummers, University of New Hampshire, Little Red Wagon, and the Bedford Big Band. Radio station WZID brought us

another block part, this year to Wilkins School. Over 350 visitors came out to enjoy free food, beverages, climbing wall, bouncy house and entertained by music.

The Department was the recipient of a \$6,000 grant from the Bertha Rogers Foundation to move the playground at Baboosic Lake to a shadier location.

Baboosic Lake was also hosted the first rowing program in partnership with the Baboosic Lake Rowers. This program was a huge success with both high school students and adults. The program was again sponsored in the fall for high school students. Kudos to the participants who were willing to rise each morning for a 5:30 am class~!

Hartshorn's 6 week summer program recorded over 1200 hours of service by our high school volunteers and over 450 kids who spent some portion of their summer at the Center activities.

A Field Analysis was prepared for the Board of Selectmen and presented on July 22<sup>nd</sup> outlining the history, capacity, demands of athletic field space and options once Cemetery field space is no longer available for use.

Strategic Planning was the driving force in preparing the FY 201515 budget and reflected not only operational and new initiatives but projected budgets and initiatives for FY 2016, 2017 & 2018.

The Recreation Commission and the Department's staff holds in high regard the significance and importance volunteers bring to our programs. Without the support of over 500 dedicated volunteers we would be incapable of delivering our programs. We are grateful for their time and talent. Thank you for your contribution.

Our program schedule and updates and enrollment in our electronic newsletter can be found at [www.amherstrec.org](http://www.amherstrec.org).

Both the Commission and Department strive to uphold our mission. We welcome and encourage your input and feedback. We welcome your comments.

Respectfully submitted,

Nancy McMillan  
Amherst Recreation Director

# TAX COLLECTOR'S REPORT

JULY 1, 2012 - JUNE 30, 2013

	2013	2012	2011
<b>Uncollected Taxes</b>			
Property Taxes		4,990,312.57	
Land Use Change		6,734.10	
Yield Taxes		1,146.82	
Septic		13,381.87	
Property Tax Credit Bal.		-84,168.12	
<b>Taxes Committed</b>			
Property Taxes	20,471,478.00	21,105,804.00	
Land Use Change	40,900.00	15,320.00	
Yield Taxes	164.55	3,020.42	
Gravel Taxes	266.68		
Septic	19,958.37	61,865.24	
<b>Overpayment</b>			
Property Taxes - Refunds	13763.58	56,875.45	
Current Use			
Interest on Late Tax		88,820.92	
<b>TOTAL DEBTS</b>	<b>20,546,531.18</b>	<b>26,259,113.27</b>	<b>0.00</b>
<b>Remitted to Treasurer</b>			
Property Taxes	15,152,762.72	25,725,319.71	
Land Use Change		22,054.10	
Yield Taxes	164.55	3,928.74	
Interest		88,820.92	
Conversion to Lien		344,661.04	
Septic	7,544.66	69,844.30	
<b>Abatements Made</b>			
Property Tax		1,571.00	
Land Use Change			
Yield Taxes			
Septic			
<b>Uncollected Taxes End</b>			
Property Taxes	5,451,783.37		
Land Use Change	40,900.00		
Yield Taxes		238.50	
Septic	12,413.71	2,674.96	
Gravel Taxes	266.68		
Prop Tax Credit Bal.	(119,304.51)		
<b>TOTAL CREDITS</b>	<b>20,546,531.18</b>	<b>26,259,113.27</b>	<b>0.00</b>

## SUMMARY OF TAX LIEN ACCOUNTS

	2012	2011	2010	2009&PR
Unredeemed Liens		853,030.33	257,003.99	65,189.81
Unredeemed Septic			3,949.35	1,903.98
PT Liens Executed	370,763.16			
Interests & Costs	74.90	42,544.61	44,700.55	13,778.24
Refunds				
<b>TOTAL DEBTS</b>	<b>370,838.06</b>	<b>895,574.94</b>	<b>305,653.89</b>	<b>80,872.03</b>
<b>Remittance</b>				
PT Redemptions	34,889.13	698,684.85	218,765.59	24,773.10
Septic Redemptions			3,949.35	1,903.98
Interests & Costs	74.90	42,544.61	44,700.55	13,778.24
Abatements/Adjustments	956.38			
Liens Deeded				
Unredeemed Liens	334,917.65	154,345.48	38,238.40	40,416.71
<b>TOTAL CREDITS</b>	<b>370,838.06</b>	<b>895,574.94</b>	<b>305,653.89</b>	<b>80,872.03</b>

Respectfully submitted,  
Gail P. Stout  
Tax Collector

## **TOWN CLERK**

FOR THE YEAR ENDING JUNE 30, 2013  
07/01/12 – 06/30/13

<b>Count</b>	<b>Category</b>	<b>Dollar Amount</b>
14,312	Motor Vehicle Registrations	\$2,153,133.91
2,187	Motor Vehicle Titles	\$4,374.00
14,005	Municipal Agent Fees	\$42,015.00
1,836	Dog Licenses	\$12,129.50
124	Boat Registration Fees	\$2,312.24
31	Dog Fines	\$900.00
31	Parking Fines	\$1,275.00
	UCC Filing Fees	\$2,400.00
	Vital Statistics	\$1,172.00
	Misc. Income	\$1,228.75
	<b>Total:</b>	<b>\$2,235,566.80</b>

The Town Clerk's office was quite busy with auto registrations for the year of 2013. We have exceeded our projected revenue by \$210,115.

In an effort to expand the services we provide to the community, we began processing boat registrations this year. When you register your boat here in town the local fees are considered Amherst revenue. If you register your boat in another town that community keeps the fee as revenue. Register Your Boat in Amherst.

As we look ahead to 2014, we will be exploring additional payment options for your convenience. The use of credit cards and debit cards should be available in the near future.

Deputy Town Clerk LaVern Fucci and I wish to thank you for your continued support. We are pleased to serve the citizens of Amherst.

Respectfully submitted,

Nancy A Demers  
Town Clerk



## **NRPC 2013 ANNUAL REPORT OF SERVICES FOR THE TOWN OF AMHERST**

NRPC was founded in 1959 with a mission to foster coordination and collaboration between the 13 communities in the Nashua region. Over the past 54 years, NRPC has developed into an organization that provides member municipalities customized services to meet their planning needs and also undertakes activities that benefit communities collectively.

NRPC's highly qualified and experienced staff complements and extends municipal resources by providing a wide array of professional planning services that cover all aspects of community planning. NRPC also offers programs that would otherwise be inefficient and costly for communities to conduct on their own. In addition to programs and projects, NRPC acts as a strong and consistent advocate for communities and the region at the State and Federal level.

Services available to municipalities through membership dues in the NRPC include **transportation planning** such as grant writing assistance, specialized traffic counts and data, transportation modeling, intersection analysis, road safety audits, road surface management, parking studies; **Land use planning** including customized board training and resources, draft ordinance and regulation review, special projects and research assistance, fact sheets, guidebooks and educational materials and master plan consultation and project scoping; **Data and GIS mapping services** such as demographic data and analysis, mapping data and standard map sets, GIS needs assessments, production of annual tax maps and NRPC Live Maps; **Environment and energy planning** such as group energy purchase for municipal and school facilities, household hazardous waste collections. For more information, contact Kerrie Diers, Executive Director, at 424-2240 or [kerried@nashuarpc.org](mailto:kerried@nashuarpc.org).

In 2013, NRPC provided the following assistance to the Town of Amherst:

### **TRANSPORTATION**

**Traffic Data Collection** – NRPC collected traffic counts at 8 locations within Amherst. Data may be found at <http://www.nashuarpc.org/trafficcount/index.htm>. NRPC also collected traffic count data at 9 locations and conducted turning movement counts at 5 intersections near the Village Green to support the Middle Street Traffic Study.

**Middle Street Traffic Study** – NRPC evaluated the impact of closing the 200± foot section of Middle Street between Main Street and School Street on the roads and intersections in the immediate vicinity. Traffic heading west on Amherst Road has been observed to use Middle Street as a "cut through" to avoid the signalized intersection at Boston Post Road and Amherst Road. This situation has been further complicated by the closing of the municipal bridge on Manchester Road over Beaver Brook, which has resulted in diverted westbound traffic using the Amherst Street/Middle Street path to access areas north of the Village Green.

**Transportation Improvement Program** – NRPC develops and maintains the TIP so that federal highway transportation dollars are available to Amherst and the rest of the region. Throughout 2013, NRPC carefully monitored the status of Amherst projects in the TIP to ensure that project information and changes initiated by NHDOT were communicated to the Town planning and community development staff. These include: the status of the state-aid bridge replacement projects on Manchester Road,

Horace Greeley Road, and New Boston Road as well as improvements to the NH 101/101A intersection to ensure the projects advance into the TIP as currently scheduled.

**Souhegan Valley Transportation Collaborative (SVTC)** - NRPC continues to support the SVTC in its 6th year of service. NRPC was again awarded federal transit administration funds to assist the expansion the operation of the service. This grant allowed SVTC to evaluate expansion opportunities to other communities in the region while maintaining its level of service to the residents of Amherst. It also provided the flexibility to increase the number of destinations served by the service. This service is available to eligible residents of Amherst. Learn more at <http://souheganrides.org/>.

**Safe Routes to Schools Program** - The Safe Routes program encourages children to bike or walk to school through education and incentives, and addresses safety concerns by encouraging greater enforcement of traffic laws, exploring ways to create safer streets, and educating the public about safe biking, walking, and driving practices. NRPC worked with Amherst officials and successfully secured a Safe Routes to Schools grant to develop a Travel Plan that will outline programs and safety improvements aimed at increasing the number of children walking and bicycling to school. Completion of this plan will also allow the Town of Amherst to access up to \$250,000 in federal money for infrastructure improvements to enhance the safety of children who walk or bike to school. The plan was completed in May.

**Congestion Mitigation Air Quality (CMAQ) Program** - The CMAQ program provides funding opportunities for communities to address transportation needs that have a direct and beneficial impact on air quality in the region. NRPC provides application assistance, air quality analysis and presentation materials for communities interested in pursuing CMAQ grant applications.

**Road Inventory Data**— NRPC staff continuously maintains the town Road Inventory. This data set allows officials from the Town and NH DOT to have the most up to date information on roads and will be used for planning road improvements in the community. This data also forms the basis for the Town's allocation of Transportation Block Grant Aid from the State.

**Metropolitan Transportation Plan (MTP)** – NRPC maintains the region's Metropolitan Transportation Plan. The purpose of this document is to identify the long term transportation needs of the region. It provides a mechanism for the communities of the region to have a voice in the transportation planning process and decisions. NRPC staff worked closely with Town staff to identify local transportation improvements. Including these projects in the MTP will provide the opportunity for future funding through the states Ten Year Plan Process.

**NH Capitol Corridor Passenger Rail Project** – NRPC continues to work toward the development of the NH Capitol Corridor project. Activities included participation on the New Hampshire Rail Transit Authority, the operating entity for the rail project, and pursuing options to study the feasibility of passenger rail in the corridor.

**Regional Traffic Model** – Updated regional traffic model with new U.S. Census data, new regional employment data, and customized population projections through 2040. This update allows NRPC to provide morning and afternoon peak hour traffic forecasts, as well as more accurately model traffic signalization and intersection issues. This provides more specific information to the town when assessing the impact of traffic from new development. This capability is available for town use

whenever there is interest, without cost, and the town staff has utilized NRPC traffic expertise to help study critical intersections and development issues.

**Population Projections**—NRPC worked with the NH Office of Energy and Planning State Data Center, to update and maintain the population projections for each community in the region. These projections currently provide forecasts through the year 2040 to aid in long term community planning. NRPC worked with other regional planning commissions to develop similar projections for all towns in the state, allowing comparison with neighboring communities.

## **LAND USE AND ENVIRONMENT**

**Electricity Supply Aggregation**— NRPC has formed an aggregation for towns and school districts to procure electricity from a competitive supplier. The aggregation's total anticipated cost savings in 2013 were \$274,201 with savings for the Town of \$10,706.

**Hazard Mitigation**—In 2013, NRPC met with the Town's Hazard Mitigation Team to prepare the Amherst 2014 Hazard Mitigation Plan Update. Hazard mitigation plans identify critical facilities and areas of concern throughout the municipality, analyze potential hazards and risks to these facilities, and prioritize mitigation measures to address the hazards. The Disaster Mitigation Act of 2000 encourages natural disaster planning to reduce property damage costs and injuries. Completion of a Hazard Mitigation Plan and participation in the National Flood Insurance Program enables a community to apply for fully funded hazard mitigation grants.

**Baboosic Lake Watershed Based Plan Update**—NRPC received funding from NH Dept. of Environmental Services (NH DES) through the 604(b) Clean Water Act to update the Baboosic Lake Watershed Based Plan, originally written in 2008. The updated Plan will include existing water quality conditions in Baboosic Lake, a status report on implementation actions originally identified in the 2008 Plan, options for further reducing phosphorus loading to the Lake, public information and education opportunities, an implementation schedule, and monitoring and assessment recommendations. NRPC is working closely with municipal staff to develop the Baboosic Lake Watershed Based Plan Update, which will be complete by the end of 2014.

**Household Hazardous Waste Program** – On behalf of the Nashua Regional Solid Waste Management District, NRPC holds six HHW collections each year to allow residents to properly dispose of these products. NRPC held six collections during the 2013 Household Hazardous Waste season. In 2013, a total of 1,532 households participated in the HHW collections District-wide; of those, 143 households came from Amherst. Participation rates were the highest they have been since 2006 District-wide and since 2007 among Amherst households. Among Amherst residents, 80 out of the 143 participating households (55.9%) brought paint to the collection events, 54 households (37.8%) brought solvents and thinners, and 54 households brought lawn and garden products.

**Resources and Training:** NRPC provided a number of training workshops for local boards and staff, and developed and fact sheets which are available on our website.

**Regional Plan:** 2013 was spent on outreach efforts including a series of topical workshops on transportation, housing, community and economic vitality, water infrastructure, and climate and energy, as well as a series of focus group conversations. As part of the topical workshops, NRPC has compiled a summary of goals and objectives found in municipal master plans in the region, resources for municipalities, compilations of what was heard at each event, and a series of presentations of local case

studies. Staff has drafted outlines for all plan components and has begun the process of developing chapter drafts with the assistance of topical subcommittees comprised of commissioners, other local representatives and topical experts. A complete draft of the plan is anticipated for mid-year 2014.

### **GEOGRAPHIC INFORMATION SYSTEMS (GIS)**

**General Mapping and Spatial Data Maintenance:** NRPC maintains a diverse collection of mapping information and databases including local roads, real property parcels, zoning, land use, and environmental conditions. This data is applied extensively to provide mapping and analysis for local and/or regional projects. NRPC continued its quarterly updates to the town parcels layer, using the Registry of Deeds database to update the town digital parcel map to include all changes to property data. This item is a critical component of many projects conducted in the town and is always available to the town from NRPC free of charge.

**Specific mapping assistance** was also provided to the Amherst Heritage Commission by geocoding the historical resource inventory which is now also compiled into the larger Freedom's Way National Heritage Area database; Extra prints of the Amherst streets map were provided to support DPW snow-plow route planning; NRPC developed a regional, generalized zoning datalayer in GIS based on density of permitted uses; NRPC created a region-wide datalayer of Historic Districts including Amherst's; A GIS proximity analysis of properties along the Souhegan River.

**Tax Maps** – NRPC completed a 2013 update to the Town of Amherst's tax maps that reflects all parcel changes (lot line revisions, subdivisions, etc.) as noted in the Town's assessing database. NRPC delivered hard-copy prints and pdfs to the town. This work was completed free of charge under a program of continuing updates initiated in 2012.

**GIS Training:** Geared towards municipal GIS users and open to the public, each meeting features general news and announcements, followed by a guest speaker or open group discussion on a particular GIS project or topic. Guest speakers in 2013 included UNH Technology Transfer Center, and NRPC staff who conducted a two-part program that covered GIS data and traffic modeling software for general highway planning, and a preview of the new NRPC Live Maps application.

**Standard Maps:** NRPC maintains standard large-format maps for each of its communities that include: 1) Street Index and Town Features, 2) Land Use, 3) Zoning, and 4) Environmental Features. These maps are available online in PDF format, or in printed-form.

**Census Data:** NRPC houses datasets from the US Census Bureau American Community Survey estimate program at various geographic levels including: state, county, town, tracts, block groups and blocks. Census data is very important in planning efforts and decision making for communities. Updated estimates in categories such as population, race, language, employment, poverty and housing are used in regional and local plans, and will be the inputs to the updated travel demand model. Census data is provided upon request to our communities.

**Live Maps:** NRPC is putting its standard GIS maps online in an interactive format. The application's basemaps include aerial images, topographic contours, roads, town landmarks, conserved lands, and individual property boundaries. Overlay will display land use, zoning, flood, water resources, and soil characteristics in relation to neighborhoods or parcels. Cross-links to Google Street View or Bing Bird's Eye offer enhanced views of the 2D map location. Each year, Live Maps will be updated with fresh data.

## **TOWN COMMITTEES AND COMMISSIONS**

### **REPORT OF THE CEMETERY TRUSTEES**

There have only been a handful of burials between 1872 and 1941 in the old cemetery behind Town Hall (now closed to interments). Many post-Revolutionary War headstones were made from slate or sandstone. Twenty-six of these ancient grave markers were protected from damage during the Town Hall attic/roof repairs.

The Trustees would like thank the many volunteers who honor Amherst's veterans, with the placement of individual American flags each spring, in preparation for Memorial Day and again each November with the placement of Balsam Wreaths. The flags and wreaths are made possible by the generous contributions from private citizens, clubs and businesses.

Our summer maintenance staff performed weekly turf maintenance at all five cemeteries (two active, three not). They also repaired several older headstones damaged with age and elevated many flush markers. We appreciate the efforts of Buildings and Grounds Foreman, Perry Day along with Mike, Peter, Ray, and several college students for the work they did.

The Cemetery Trustees continued to financially support the maintenance of the Cemeteries through the sale of lots and burial cost that go into the Town's General Fund. In 2006, the Cemetery Trustees and the Selectmen agreed to only use these monies and keep the interest in the Perpetual Care Trust, so that it would accumulate for the construction of Forestview Cemetery. This was done so that the burden would not fall on the taxpayer. In the coming budget year, 2014 the contribution will be increased with the use of Perpetual Care interest.

The Trustees continued planning Forestview Cemetery. As per the 1999 Superior Court settlement signed and agreed by the Town of Amherst, that the recreational use of the Cemetery Fields shall terminate no later than September 1, 2014 and the premises shall thereafter be utilized for cemetery purposes. This restriction shall apply as long as the premises known as Cemetery Field are held in trust by the Cemetery Trustees, as they are acknowledged to be held at the present time.

Respectfully submitted,

Peter Bergin, Chair  
Bill Belvin  
Marie Grella

## CEMETERY BURIALS - 2013

### MEADOWVIEW CEMETERY

Theresa Goodwin	04/20/2013
Helen LaBrecque	04/26/2013
Eliot Green	04/30/2013
Marion G. Young	05/02/2013
Robert Jacobson	05/18/2013
Beverly Vandenburg	05/18/2013
Eleanor B. McDowell	08/03/2013
Arnold N. McDowell	08/03/2013
David Hartstein	08/20/2013
Lois Breault	08/29/2013
William C. Johnson	09/07/2013
Lawrence E. Dumais	10/10/2013
Eva Dumais	10/10/2013
Dana Mayhew	10/19/2013
Lucy Lawlor	11/06/2013
Harding Sortevik	11/06/2013
Laura Robinson	12/04/2013

### CRICKET CORNER CEMETERY

### CHESTNUT HILL CEMETERY

Submitted by:  
Bruce W. Berry  
Sexton of the Cemeteries

## **COMMUNICATIONS INFRASTRUCTURE COMMITTEE**

We continue to broadcast live and recorded meetings of the selectmen, planning board, and zoning board of adjustment on channel 20 (ACTV20), and the Souhegan School Board and Amherst School District Board on channel 21 (ACTV21). An additional outcome of the latest cable contract is the availability of channel 21 for educational programs. Channel 20 also broadcasts bulletins for community organizations as well as public service bulletins from various town departments. Emergency messages also appear as scrolling messages along the bottom of the TV screen.

We have a television production studio that will allow any resident of Amherst to produce their own presentation or originate live programming. This studio is located at Souhegan High School but is available to residents as well. This then also becomes a valuable tool for the various video projects of the students. In addition to this new studio we have added the ability to originate live programs from both the town library and Amherst Middle School. The students of Souhegan are actively engaged in using this facility and classes are held there every day.

Amherst Community Access Television (ACAT) is actively recruiting volunteers to act as producers of public meetings (selectmen, planning board, zoning board of adjustment, school boards.) This involves a simple task of running a camera. If a volunteer would like to learn more they can be trained to run the video and audio controls. ACAT is also able to broadcast locally produced shows by the residents of Amherst.

The committee website is accessible from the town home page, or directly at [www.amherstnh.gov/communications](http://www.amherstnh.gov/communications). This web page contains daily program schedules for ACTV20, and the assignment schedules for the producers. Additional information such as answers to Frequently Asked Questions is also available.

Questions and comments should be directed to [cic@amherstnh.gov](mailto:cic@amherstnh.gov).

Specific questions regarding content or requests for postings on the community bulletin board should be addressed to [actv20@amherstnh.gov](mailto:actv20@amherstnh.gov).

Respectfully submitted,

Douglas McAllister  
Chairman

## **CONSERVATION COMMISSION**

The Amherst Conservation Commission manages town properties acquired by donation and town warrant, then set aside for conservation purposes. We attempt to preserve the rural character of the community by conserving wildlife, habitat and water quality. We make recommendations on dredge and fill applications to the State Wetlands Board, and on real estate developments to the town Planning Board and the ZBA. The ACC meets monthly on the second Sunday of the month at 7:00 PM in the Town Hall. The public is welcome.

**Organization:** This year we reorganized into clear topical areas of conservation to bring greater focus and responsibility to our state mandate. Expect to see much greater benefits to the community and to wildlife habitat from this organization.

John Harvey, Chairman

James Bowen, Vice Chairman, Plans & Permits Mgr

Anne Krantz, Secretary, Trail Access Designs

William Wichman, Treasurer, Forest Manager

Jack Gleason, Meadows Manager

Richard Hart, Planning Board Rep, Webmaster

Gary Cole, Special Projects

Bruce Beckley, (Alt) Land Acquisition

Robert Clemens, (Alt) Wildlife Habitat Management

Lee Gilman, (Alt) Invasives Program Manager

We worked with the Community Development office on revisions to the town Zoning Ordinance combining all water-sensitive districts into one with tiered buffer widths and to improve the readability. Provided specific ACC Goals and Objectives to the Selectmen and the CIP committee. Three articles were drafted for the 2014 town warrant.

**Acquisitions:** Five acres of the Grater Woods land were acquired which, combined with the adjacent Amherst Land Trust purchases, provides an excellent preserve and walking trails adjacent to the large Merrimack Grater Woods conservation area. With the generous help from the DPW we improved the Grater Road access with a parking lot, information kiosk and trail map. We are partnered with the Heritage Commission to restore the nearby cellar hole.

We agreed to support and advocate for the Forest Society's purchase of the Wilkins easements timber acreage located on various plots in Amherst and Mont Vernon. Some of them are adjacent to or near existing conservation land that will expand preserved wildlife habitat and potential new trails.

**Property Management:** A Trail Stewards organization of more than twenty volunteers was established and trail maintenance standards put in place. On all our 25+ miles of trails the walking, snowshoeing, cross-county skiing is better than ever thanks to these folks.

Other volunteers stepped up and proposed to provide long term heavy duty construction and renovation services on conservation lands. They immediately set to work clearing dangerous trees leaning over trails, built picnic benches and cleared the margins of the Alice Towne

property at the Great Meadow, managed work parties of Souhegan High School volunteers to rebuild rickety bridges in Joe English and opened access to the Caesar's Brook forest on Mont Vernon Road.

An Eagle Scout project by Brandon DeGrandpre emplaced 25 interpretive posts in the Joe English Reservation at important points.

Our hard-working meadows manager spread fertilizers on the meadows needing refreshment and headed up work parties who made a huge effort to remove rocks, eradicate invasive bittersweet and cut and chip up trees growing in the field margins. Continued relations with the excellent farmer contractors who mow and hay the meadows keeping the trees at bay and providing grassy habitat for upland critters.

We received and planted five new hybrid American Chestnut saplings in an experimental plot atop Bragdon Hill to aid a national program hoping to reinstate blight resistant chestnut trees.

Our Invasives Program Manager conducted a townwide knotweed control project with generous help from DPW and the state.

The historical Corn Crib, located on a conservation easement parcel on Baboosic Road, became overgrown and needed pine tree removal to protect the small farm buildings from rot. An industrious work party of commissioners and neighbors cleared the trees and mowed the area.

Our Special Project manager went afield and wrote survey reports on improving access to the class-VI road from Route 101 to the Joppa Hill conservation land on Horace Greeley Road, proposed potential uses for the Sylvester lot on Route 101, and laid out a plan to restore the Peabody Mill dam and raceway on the Red Trail in Joe English. Others began working on designs and requirements to upgrade signage and parking lots at all trailhead access points.

Neighborhood work parties greatly improved the Lindabury Orchard apple trees and meadow in anticipation of enhancing apple production for the Fall Cider Festival. A new loop trail was established.

More information is available on our website at [amherstcc.org](http://amherstcc.org) and in the Amherst Walk Book, available at town hall and the Toadstool Bookstore. Your comments are welcome by email to [acc@amherstnh.org](mailto:acc@amherstnh.org).

## **HERITAGE COMMISSION**

The Amherst Heritage Commission was established at Town Meeting on March 12, 2002 for the purpose of properly recognizing, using, protecting, and preserving the historic and heritage resources of the town of Amherst that are valued for their historic, cultural, aesthetic or community significance within their natural, built or cultural environments. As we come upon our 12<sup>th</sup> anniversary, we can look back with pride at our accomplishments, but also look forward to continue our mission of preserving our rich heritage that we have in Amherst. The Amherst Heritage Commission shall have advisory and review authority to:

- a. Survey and inventory all historic and cultural resources within the town, conduct research and publish finding, assist and advise Amherst boards and commissions in supporting issues which address cultural and historic resources, coordinate activities of local agencies and reviewing matters affecting cultural and historic resources town-wide
- b. Receive gifts of money and property, in the name of the Town, subject to Selectmen approval, and manage such gifts for its proper use
- c. Establish partnerships with individuals, schools, local businesses, Town boards and organizations who share like interests in the preservation and conservation of the town's heritage resources

### **Accomplishments and Project Updates During the Past Year (2013)**

- a. The Heritage Commission continued to expand the town-wide survey of historic resources in 2013 by identifying more sites and documenting structures that were missed during the original survey. In addition, the town-wide survey of barns was expanded. Once complete, the barn survey information will be added to our existing Historic Resource Survey- 2010. The Historic Resource Survey, currently on-line at the Heritage Commission town web page, will be a living document with potential updates and areas of possible needs for the town.
- b. Worked in conjunction with the Conservation Commission in clearing land for a potential agricultural farm interpretive-education center at the existing Corn Crib land on Baboosic Lake Road.



*(Heritage Commission and Conservation Commission members jointly clearing land on Baboosic Lake Road- October 2013)*

- c. Commenced initial planning activities to establish a project to maintain and repair stonewalls along town scenic roads. Work will continue into 2014 to develop a strategic plan for implementation. Current plan is to present progress to the Board of Selectmen in the May-June 2014 timeframe. Coupled with these activities will be to present a plan for implementation of small signs identifying scenic roads.
- d. Provided general architectural comments on the progress of the roof repair and rehabilitation of the Town Hall, provided comments to the Historic District Commission on repairs to the Mack Hill road bridge, provided comments to the Walnut Hill scenic road petition, and submitted grant requests to the New Hampshire Division of Historic Resources.
- e. Continued to provide inputs and comments to the Planning Board and ZBA planning requests.

### **Looking Forward to 2014 (Possible Projects for the Heritage Commission)**

- a. Continue to work with and attend meetings of other town commissions and boards on joint projects. Present briefings as a minimum: Board of Selectmen, Conservation Commission, Historic District Commission, ZBA, Amherst Planning Board, Roads Commission, and entertain a “Historic Amherst” night presentation.
- b. Assist the Conservation Commission with work on the Peabody Mill foundation site.
- c. Finalize the strategic plan for stonewall maintenance and repair and draft signage options for identifying scenic roads in Amherst.
- d. Continue to comment on applicable Building Applications received from the Planning Director.
- e. Assist property owners, as required, in the application process to be considered for National and NH State Register of Historic Places.
- f. Continue to enhance the Historic Resource Survey by identifying town-wide sites of local historical interest

The Heritage Commission is always looking for volunteers from town to assist or take on ownership of a commission project. All citizens are welcome.

The current members of the Amherst Heritage Commission, appointed by the Selectmen are: **Regular Members** - Will Ludt (Chair), Andy Ouellette, Bill Veillette, Carolyn Quinn, Mary Mahar, Nancy Spears and Tom Grella, ex officio Board of Selectmen. **Alternate Members**- Anne Krantz, Larry McCoy and Sandy Fraser. **Amherst Planning Board Liaison**- Eric Hahn (appointed by the Amherst Planning Board).

Respectfully submitted,

Will Ludt  
Chairman

## **HISTORIC DISTRICT COMMISSION**

The Historic District Commission currently consists of five members and four alternates who are appointed by the Board of Selectmen. In addition, there is one *ex officio* voting member each from the Board of Selectmen and the Planning Board. The Commission meets the third Thursday of every month and is charged by ordinance with the responsibility of reviewing all applications for Certificates of Approval for any exterior changes, demolition, renovations or additions to properties located within the District. Applications to be reviewed by the Commission are due in the Zoning Office at the close of business twenty one days prior to the meeting date. This allows the agenda to be posted, placed on the Town web page, and allows for timely notification of abutters.

In early 1991, Historic District Commission “Regulations” (i.e., design guidelines) were completed, reviewed by town counsel, and placed in the Town Library along with reference material the Commission used in drawing up the Regulations. The reference material includes the Secretary of the Interior’s Standard’s for Rehabilitation – Guidelines for Rehabilitating Historic Buildings. Copies of the Regulations are available in the Community Development Office. In addition, The Villagers, a local chapter of Questers, has evaluated the Town Library’s holdings of preservation and restoration books, created a list of additional books, and raised the funds to purchase and provide a well-rounded set of reference materials for the historic homeowner contemplating renovations. The Historic District Commission encourages all homeowners to avail themselves of these excellent resources.



2013 was another quiet year in terms of number of applications and, by their nature, lesser gravity of concerns for their proposal(s) of alteration within the Historic District. Three new Alternate Members were appointed to the Commission to fill vacancies of attrition left by three long term Regular Members. Now, with full membership as including individuals of diverse professional and personal background, the HDC is capably served by their common interest in preservation of the Amherst Historic District. Through ongoing dedication of its membership, the Town of Amherst can take certain pride in knowing that the HDC enjoys a reputation as being the most active and proficient of all Historic Commissions serving towns and cities throughout the State of New Hampshire.

Recently, in addition to the typical applications on fencing, windows, etc., the Commission has also reviewed applications on siding removal, tree removal, preservation of historic windows, and driveway materials. A particular challenge has been for the

Commission to balance the desires of homeowners to expand their residences versus the goal of maintaining the historic character of the village.

The Historic District Commission maintains close contact with the Heritage Commission and the Department of Public Works on any and all issues relating to the Village. We invite you to visit the Town's website at <http://amherstnh.gov/historic-district/> to learn more about the Historic District Commission applications, regulations, agendas, and meeting deadlines.

Respectfully submitted,

James M. Ramsay  
Chairman

## **REPORT OF THE LIBRARY TRUSTEES**

The Library's strategic planning project concluded with a presentation by the Library Director to the Board of Selectmen in September <http://tinyurl.com/lw8tpo9>. The following services were rated as our top priorities:

- Early literacy (creating young readers, programs and services for children birth through age five to ensure school readiness in reading, writing, and listening),
- Lifelong learning (providing resources for patrons to explore topics of personal interest, including being informed citizens, career development, health, and exposure to cultural interests),
- Stimulating imagination (reading, viewing and listening for pleasure).

And we established five goals that we will achieve through the normal operating budget:

- Create young readers and support early literacy,
- Provide a collection that supports our patrons in their information, education and recreational needs, particularly in their pursuit of lifelong learning and stimulating their imaginations. Expand access to the collection both remotely and in outreach locations.
- Provide educational, informational and recreational programming that meets the needs and interests of the community,
- Ensure that the facility is configured to support the community in their individual and collective use,
- Improve communication with our patrons to ensure that our citizens are aware of the services and materials available to them through the library.

Some of the achievements during the past year that the Library has accomplished that help meet the above goals follow below.

- The children's Summer Reading Program exceeded its goal of 5500 reading hours by almost 50% due to a remarkable increase in the number of hours each child read. Having smashed the reading goal, the kids got to watch Miss Sarah and Miss Sue eats some crickets (chocolate covered).
- Library patrons can now checkout eBooks from publisher 3M because we integrated their eBook platform with our Library automation system thanks to a \$15,000 grant from the Samuel P. Hunt Foundation.
- A space planning project started in 2012 continues to make progress in making changes to the Library's interior to adapt to changing technology and improve the appearance. Goals of the project are to ensure that residents will have safe and welcoming physical places to meet and interact with others or to sit quietly and read and will have open and accessible virtual spaces that support networking.
- There has been little improvement to the interior of the Library since the last addition was completed in 1987. To better use the existing space for changing patron needs and update

its appearance, we are implementing a multi-year improvement plan, funded entirely with available Trustee capital improvement monies. We already have refreshed the bathrooms. The significant increase in adult programming has been addressed with the installation of a new projector and screen on the rear wall of the Johnson Room. This offers better audience orientation to the speaker and improved sight lines in this much used meeting space. A major share of the cost of this project was supplied by the Friends of the Library. The archive room is also being changed to a quiet work and collaboration area for patrons. The local historical books have been relocated to the reference book area where they will be more available for research. In the coming year, we will be reconfiguring the Boardman Reading Room and the magazine reading area, and installing new carpeting in the main floor area of the Library.

- The Library has a new face on the Internet with our redesigned website using latest web technology. Not only does the new website allow patrons to use their smartphone and other mobile devices to access the library services on the website, but our staff can easily make timely updates to the website using the Drupal content management system thereby reducing the overall staff time spent maintaining the website. Following the launch of the new website in September, we have seen website visits by patrons with mobile devices increase to 20% of all visits at the end of 2013.
- Through the GMILCS (Greater Manchester Integrated Library Cooperative System) we have contracted with a private courier to supplement the reduced deliveries by the State Library for our inter-library lending. This past year our patrons borrowed nearly 25,000 books from other libraries. This courier service will reduce the delay in getting books to our patrons.

Sarah St Martin, our technical services librarian, accepted a position with the Manchester Public Library. During her three years here, Sarah has made significant improvements to the classification and arrangement of our collection and our acquisition processes. While we are sorry to see her leave, we are pleased that she is able to take advantage of this exciting opportunity to advance her career. The fact that our employees are sought after by larger libraries such as Manchester and Portsmouth helps us attract candidates when positions open within our library. Our search for a new technical services librarian was quickly filled with a well-qualified Amherst resident, Angela Brown.

Library Trustees continue to be thankful for the support that the Library receives from the Board of Selectmen, Public Works Department, the Friends of the Library, the Amherst Garden Club, the Library Director, staff, volunteers and community groups.

Respectfully submitted,

Donald Holden  
Chairman

## **MEMORIAL DAY SUNSET PARADE AND OBSERVANCE**

May 31, 2013

The parade formed at 5:30 p. m. and stepped off at 6:00 p.m. between the two commons at Middle Street as there was construction under way in the Village. We changed the parade route and it worked fine. The weather was beautiful and sunny.

Amherst's Observance is reflective of a time when the community came together in patriotic thanksgiving for the lives given for the preservation of freedom.

Parade participants marched and spectators joined in the walk as a unit, quietly and respectfully to monument locations. At each site wreaths were placed by Town Administrator Jim O'Mara and Selectmen, in addition, a 21-gun salute was fire, taps played, and the raising of the flag by Selectman Tom Grella.

At 7:00 p.m. awards were given out. The invocation was given by 1<sup>st</sup>. Sergeant Mark Forester Chaplain Assistant N.H. National Guard U.S. Army read the New Hampshire Honor Roll of names of the service men and women who died in battle in 2012-2013. The poem, "Freedom is not Free" was read by Veteran Three Star General Ed Franklin.

Amherst Fire Chief Mark Boyton presented the Bruce Alan Tarpley Award to high school senior Brandon Manning and Marie Grella presented the Patricia Duval/Lyn Riccitelli Youth Citizen award to Kim Grassett, a Jr. at Souhegan High School.

Thank you to the Town's people, young and old, who helped place the flags on our veteran's graves for Memorial Day. These flags stay up until Thanksgiving weekend then are replaced with Christmas Wreaths for the season.. These flags and wreaths are purchased with generous donations of individuals, businesses and civic groups. A special thanks to Jane Heineke who missed her first year since the project started. Jane past away on July1, 2013.

A special thanks to our new Parade Marshall Colonel Charles Pyle U.S. Marine, the Amherst Middle School Band, The Souhegan High School Band, Amherst Fire Chief Mark Boyton, Amherst Police Department, Selectman, Town Administrator, Veterans, Dignitaries, Guest and Towns people, the DPW.

In the past year Amherst has lost some very special people, citizens who contributed to the Town and its legacy. I would like to remember Maura Dadoly, Marion Young, Ed Trentini, John McDermott, Mary Anne Conaway, Linda Haskell, John Bachman and George Infanti. In closing we recognized the Army, Navy, Marine, Coast Guard & Air Force by thanking them for our freedom.

Respectfully submitted,

Marie Theresa Grella Chairman

## **FOURTH OF JULY 2013**

It was a very warm Fourth of July with the weather echoing the theme, *Here's to a Sizzling Fourth!* Although hot, it was a good Fourth, quieter than usual without the campaigning politicians.

The festivities started on July 3 with fireworks sponsored by the major sponsor, Granite State Credit Union, and put on by Jack Reed and his volunteers. Krickey the Clown painted children's faces, the Dustin Newhouse Band played, George the Magician performed, the Roaming Railroad provided rides, and the Amherst Town Band gave another great concert. There were also hot air balloon rides and a zip line as well as the annual fire department softball game. The Amherst Fire Department sold hot dogs and the Fourth of July Committee sold drinks, pizza, slush, and ice cream. Instead of pins, the committee sold car stickers for the first time. The committee raises half of the cost of the July Fourth celebration through its fundraisers each year.

The parade on the Fourth was well received as always. It was a year of outstanding floats that gave the parade a unique Amherst flavor. Activities on the Village Green included music by the Emmond Jazz Band and the Music Man Quartet, the reading of the Declaration of Independence by Uncle Sam, the Art Show featuring local artists, a petting zoo for the small children, old time craft demonstrations, booths manned by members of local organizations, an antique auto show, children's games, clowns, and a dog show—*Dog Tales*. The reviewing Stand Ceremony featured music by the Souhegan Chorus and Isabella St. Laurent and a short speech by Governor Hassan. Tom Partridge was recognized as Citizen of the Year 2013.

The Fourth is made possible by the combined efforts of town employees and the many, many volunteers who make it all work. Town and school employees work hard to make sure that Amherst puts on a good face for the occasion and that the committee has everything it needs. Committee members, twenty-five hard working people who chair the various activities and run a committee fundraising events, are the heart of the celebration. They include Kim Ayers, Christy Belvin, Mary Beyers, Charlene Carper, George Coddington, Diane DeSimone, Doffie Farrar (with May Balsama), Lydia Greene, Jim Janson, Marcy LePage, Katherine Lockwood, Mary Mahar, Liz Morgan, Jeff Odhner, Liz Overholt, Reed Panasiti, Gretchen Pyles, Bob Schaumann, Paula Schmida, Phil Sellers, Debbie Spellman, Peggy Stokes, and Noel Ward. In addition are the numerous volunteers that organize and man the booths, help that day with the parade and the green, and participate in the parade for the enjoyment of all.

Contributing financially to the events were the Granite State Credit Union, Amherst Patch, Bot-L-Gas, Jake's Ice Cream, Roaming Railroad, RE/MAX, Shaw's and Moulton's Market.

Special thanks this year go to Marianne Stillwagon for painting the third milk can award, Jack Reed and his volunteers for a great fireworks display, CERT members for their traffic control help, and Lion Anne Hoag for once again organizing the Children's Bicycle Parade. Also deserving of thanks are long-time volunteers who retired this year: Sue Jones, who for

years served water and lemonade to reviewing stand participants, Bill Wichman who worked tirelessly with the recycling wagon, Marie Grella who entered floats in the parade for 43 years, and Bill Overholt who gave his time computerizing pin designs and taking pictures of the celebration for many years.

Respectfully submitted,

Nancy Head  
Chairman

**AMHERST TOWN MEETING  
DELIBERATIVE SESSION  
FEBRUARY 6, 2013**

Moderator Steve Coughlan called the meeting to order at 7PM. 93 voters checked in.

Selectman Chairman Bruce Bowler introduced the department heads: Nancy McMillan, Recreation; Brian Gleason, EMS; Mark Reams, Police Chief; Mark Boynton, Fire Chief; Sarah Marchant, Community Development Director; Gail Stout, Tax Collector; Nancy Demers, Town Clerk; Paul Hebert, Finance Director; Torrey Demanche, Executive Assistant; James O'Mara, Town Administrator.

Also, William Drescher, Town Council was in attendance.

Chairman Bowler introduced the other members of the board, George Infanti, Brad Galinson, Tom Grella, and Dwight Brew.

Chairman Bob Brewster of the Ways and Means Committee introduced Richard Lefebvre, Mike Akillian, David Chen, Maggie Paul, Jay Dinkel, Russell Thomas, Coleen Lunch and Paula Troie.

Selectman Infanti was honored for the years he served as Selectman.

Moderator Coughlan explained SB2 empowering the meeting to discuss each article, maintain original wording, and place the article on the March 12<sup>th</sup> town meeting ballot or amend the dollar amount and place the amended article on the ballot.

Guidelines for the meeting as proposed by the moderator were as follows:

- Voters would hold up a yellow card when the vote was called.
- No amendment to an amendment would be allowed.
- Three minute speaking rule.
- No voter would be allowed to speak until any other voter had spoken once.
- Voter must state his/her name and address.
- No new business shall be conducted after 10:45PM unless it is the will of the meeting to continue.
- After each article, a motion to restrict consideration was requested.

The voters approved these rules.

Moderator Coughlan then read the Warrant: To the inhabitants of the Town of Amherst in the County of Hillsborough and the State of New Hampshire, qualified to vote in town affairs:

You are hereby notified that the Annual Meeting of Amherst will be held, in accordance with Senate Bill 2 (NH RSA 40:13). The first session, to transact all business other than voting, is on Wednesday, February 6, 2013 at 7:00 PM at the Souhegan High School Auditorium. The second session, voting by official ballot at the polls is on Tuesday, March 12, 2013 at the Souhegan High School from 6:00 AM to 8:00 PM.

**ARTICLE 21:** To choose all necessary Town Officers for the ensuing terms as follows:

**2 Selectmen for 3 Years**

**3 Library Trustees for 3 Years**

**1 Cemetery Trustee for 3 Years**

**1 Zoning Board of Adjustment Members for 3 Years**

**1 Trustee of the Trust Funds for 3 Years**

The vote on these offices will take place on Election Day, March 12, 2013

**ARTICLE 22: Operating Budget**

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 budget posted with the warrant or as amended by vote of the first session, for the purposes set forth herein, totaling \$11,414,625. Should this article be defeated, the default budget shall be \$11,269,800 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. This operating budget warrant article does not include appropriations contained in ANY other Warrant Article.

*(The Board of Selectmen unanimously recommends a yes vote.)*

*(Ways & Means voted 7-0 in support of this article)*

**The estimated tax impact of this article is \$4.83 vs. \$4.73 for the default budget**

Selectman Dwight Brew presented this Article.

Placed on ballot as written. Motion to restrict reconsideration passed.

**ARTICLE 23: Town Hall Structural Repair CRF Establishment And Initial Funding**

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1, for the purpose of repairing the truss roof structure system and any other structural deficiencies of the Town Hall, said fund to be called the Town Hall Structural Repair Fund, also, to raise and appropriate the sum of two hundred thousand dollars (\$200,000) to be placed in this fund, and to further appoint the Board of Selectmen as agents to expend from this fund.

*(The Board of Selectmen unanimously recommends a yes vote.)*

*(Ways & Means voted 7-0 in support of this article)*

**This article has an estimated tax impact of \$00.13 (thirteen cents per thousand)**

This Special Article is in accordance with RSA 32.

Selectman Bowler presented this article. Glen Dodge from Dodge Co. gave a presentation as to the problems of the Town Hall structure and showed slides of town hall damage. He said that in 1998 the roofing was done and plywood replaced.

Placed on ballot as written Motion to restrict reconsideration passed.

**ARTICLE 24: Appropriation Of Previously Collected Land Use Change Tax Funds And Deposit To Town Hall Structural Repair Fund**

To see if the Town will vote to raise and appropriate the sum of eighty seven thousand dollars (\$87,000), said sum to be the amount collected in the preceding fiscal year and paid into the Land Use Change Tax Fund, and pay said amount into the Town Hall Structural Repair Fund, previously established, so that the same will be used for the purposes identified in said Fund. The passage of this article shall be contingent on the successful passage of the preceding warrant article creating said CRF, it being the intention that if the CRF has not been established that the balance in the LUCT Fund shall revert to the general fund for the coming fiscal year.

*(The Board of Selectmen unanimously recommends a yes vote.)*

*(Ways & Means voted 7-0 in support of this article)*

**This article has an estimated tax impact of \$00.00 (cents per thousand)**

This Special Article is in accordance with RSA 32.

Selectman Brad Galinson presented this article. The balance in the LUCT fund is \$87,000. 50% goes into the Conservation Fund.

Placed on ballot as written. Motion to restrict reconsideration passed.

**ARTICLE 25: Police Union Contract - Single Year Contract**

To see if the Town will vote to approve the cost items in the collective bargaining agreement reached between the Board of Selectmen and the American Federation of State, County, and Municipal Employees Local 3757 (Police Union) and to further raise and appropriate the sum of seventeen thousand, three hundred seventy-nine dollars (\$17,379) for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels in accordance with the most recent expired collective bargaining agreement paid in the prior fiscal year. Upon approval of this article, this increase will be set forth in the general operating budget of the Police Department in future years.

*(The Board of Selectmen unanimously recommends a yes vote.)*

*(Ways & Means voted 7-0 in support of this article)*

**This article has an estimated tax impact of \$00.01 (one cent per thousand)**

Selectman Infanti presented this article. There was no discussion. Placed on ballot as written. Motion to restrict reconsideration passed.

**ARTICLE 26: Special Meeting**

To see if the Town, if Article 25 is defeated, vote to authorize the governing body to call one special meeting pursuant to RSA 31:5, (III), at its option, to address Article 25 cost items only?

*(The Board of Selectmen unanimously recommends a yes vote.)*

*(Ways & Means voted 7-0 in support of this article)*

**This article has no tax impact.**

Selectman Infanti presented this article. There was no discussion. Placed on ballot as written. Motion to restrict reconsideration passed.

**ARTICLE 27: Assessing Revaluation Capital Reserve Fund**

To see if the Town will vote to raise and appropriate the sum of thirty-three thousand dollars (\$33,000) to be added to the Assessing Revaluation Capital Reserve Fund previously established.  
(*The Board of Selectmen unanimously recommends a yes vote.*)  
(*Ways & Means voted 7-0 in support of this article*)

**This article has an estimated tax impact of \$00.02 (two cents per thousand)**

Selectman Grella presented this article. There was \$14.95 in that fund. The voters vote it down each year but it is pay now or pay later. State law requires a revaluation every 5 years. Placed on ballot as written. Motion to restrict reconsideration passed.

**ARTICLE 28: Communications Center Capital Reserve Fund**

To see if the Town will vote to raise and appropriate the sum of fifteen thousand dollars (\$15,000) to be added to the Communications Center Capital Reserve Fund previously established.

(*The Board of Selectmen unanimously recommends a yes vote.*)  
(*Ways & Means voted 7-0 in support of this article*)

**This article has an estimated tax impact of \$00.01 (one cent per thousand)**

Selectman Grella presented this article. There was no discussion. Placed on ballot as written. Motion to restrict reconsideration passed.

**ARTICLE 29: Computer System Capital Reserve Fund**

To see if the Town will vote to raise and appropriate the sum of fifteen thousand dollars (\$15,000) to be added to the Computer System Capital Reserve Fund previously established.  
(*The Board of Selectmen unanimously recommends a yes vote.*)  
(*Ways & Means voted 7-0 in support of this article*)

**This article has an estimated tax impact of \$00.01 (one cent per thousand)**

Selectman Grella presented this article. The balance in that fund was \$38,037.00. There was no discussion. Placed on ballot as written.

**ARTICLE 30: Forestview Cemetery Capital Reserve Fund**

To see if the Town will vote to raise and appropriate the sum of twenty thousand dollars (\$20,000) to be added to the Forestview Cemetery Capital Reserve Fund previously established.  
(*The Board of Selectmen unanimously recommends a yes vote.*)  
(*Ways & Means voted 7-0 in support of this article*)

**This article has an estimated tax impact of \$00.01 (one cent per thousand)**

Selectman Infanti presented this article. There was \$14,274.00 in that fund. Placed on ballot as written. Motion to restrict reconsideration passed.

**ARTICLE 31: Replacement of Fire Engine**

To see if the Town will vote to raise and appropriate the sum of four hundred and ten thousand dollars (\$410,000) for the purchase and purpose of acquiring a replacement Fire Engine for the Fire Department, said sum to be raised as follows: One hundred and fifty thousand dollars (\$150,000) to be withdrawn from the Fire Apparatus Capital Reserve Fund, previously established, relative to which the Selectmen have been appointed agents to expend, and the balance of two hundred and sixty thousand dollars (\$260,000) to be raised through taxation.

*(The Board of Selectmen unanimously recommends a yes vote.)*

*(Ways & Means voted 7-0 in support of this article)*

**This article has an estimated tax impact of \$00.17 (seventeen cents per thousand)**

Selectman Bowler presented this article. There was no discussion. Placed on ballot as written. Motion to restrict reconsideration passed.

**ARTICLE 32: Fire Apparatus Capital Reserve Fund**

In the event that the Town fails to approve Article #31 above, (Purchase of Replacement Fire Engine), to see if the Town will raise and appropriate the sum of two hundred thousand dollars (\$200,000) to be placed into the existing Fire Apparatus Fund Capital Reserve Account. This article shall be void if Article 31 is adopted.

*(The Board of Selectmen unanimously recommends a yes vote.)*

*(Ways & Means voted 7-0 in support of this article)*

**This article has an estimated tax impact of \$00.13 (thirteen cents per thousand)**

Selectman Grella presented this article. There was no discussion. Placed on ballot as written. Motion to restrict reconsideration passed.

**ARTICLE 33: Ambulance Capital Reserve Fund**

To see if the Town will vote to raise and appropriate the sum of fifty thousand dollars (\$50,000) to be added to the Ambulance Capital Reserve Fund previously established and, further, to appoint the Selectmen, henceforth, as agents to expend from this fund in accordance with RSA 35:13, (II).

*(The Board of Selectmen unanimously recommends a yes vote.)*

*(Ways & Means voted 7-0 in support of this article)*

**This article has an estimated tax impact of \$00.03 (three cent per thousand)**

Selectman Grella presented this article. There was no discussion. Placed on ballot as written. Motion to restrict reconsideration passed.

**ARTICLE 34: Public Health Mosquito Surveillance and Control Program**

To see if the Town will vote to raise and appropriate the sum of forty thousand dollars (\$40,000) to continue to fund a Public Health Mosquito Surveillance and Control Program. This program is designed to monitor and help prevent the presence of mosquito borne vector diseases in accordance with the State of New Hampshire Arboviral Surveillance, Prevention and Control Guidelines.

*(The Board of Selectmen unanimously recommends a yes vote.)*

*(Ways & Means voted 7-0 in support of this article)*

**This article has an estimated tax impact of \$00.03 (three cents per thousand)**

Selectman Galinson presented this article. Brian Gleason spoke. Placed on ballot as written. Motion to restrict reconsideration passed.

**ARTICLE 35: Discontinue Capital Reserve Funds**

To see if the Town will vote, pursuant to RSA 35:3, to discontinue the following Capital Reserve Funds with said funds with accumulated interest to date of withdrawal to be transferred to the Town's general fund.

NAME	DATE ESTABLISHED	AMOUNT
Highway Vehicle Fund	Unknown	\$ 218.93
Zoning Vehicle Fund	Unknown	\$2,608.87
Recreation Fund	Unknown	\$1,970.12
Salt Barn Fund	1994	\$5,503.54
Fire Sprinkler Fund	1998	\$1,487. 01
Radio Conversion Fund	Unknown	\$ 63.02
Master Plan Fund	2006	\$1,131.50
Anniversary Celebration Fund	2007	\$1,184.27
Steeple Expendable Trust Fund	1998	\$ - 0 -
<b>Total</b>		<b>\$12,167.26</b>

*(The Board of Selectmen unanimously recommends a yes vote.)*

*(Ways & Means voted 7-0 in support of this article)*

**This article has an estimated tax impact of -\$00.01 (- one cents per thousand)**

There was no discussion. Placed on ballot as written. Motion to restrict reconsideration passed.

**PETITION WARRANT ARTICLES**

**ARTICLE 36: Discontinuance Of Smith Lane**

Shall the Town vote to discontinue Smith Lane, pursuant to RSA 231:43, from its commencement at NH Rte 122 to its terminus at NH Rte 101.

This article will release the Smith Lane public right of way to the abutting land owners and release un-necessary public access rights.

*(The Board of Selectmen unanimously recommends a yes vote.)*

Placed on ballot as written. Motion to restrict reconsideration passed.

**ARTICLE 37: Scenic Road Designation for Walnut Hill Road**

Shall the Town vote to designate Walnut Hill Rd as a Scenic Road per RSA 253:17.

*(The Board of Selectmen opposes this article by a vote of 5-0.)*

Placed on ballot as written. Motion to restrict reconsideration passed.

Motion was made to adjourn the meeting at 10:38PM.

Respectfully submitted,

Nancy A Demers  
Town Clerk



**ABSENTEE  
OFFICIAL BALLOT  
ANNUAL TOWN ELECTION  
AMHERST, NEW HAMPSHIRE  
MARCH 12, 2013**

BALLOT 1 OF 2  
Amherst Voters:  
2,068  
*Nancy G. Senner*  
TOWN CLERK

**INSTRUCTIONS TO VOTERS**

- A. TO VOTE, completely fill in the OVAL to the RIGHT of your choice(s) like this: ☐
- B. Follow directions as to the number of candidates to be marked for each office.
- C. To vote for a person whose name is not printed on the ballot, write the candidate's name on the line provided and completely fill in the OVAL.

<b>SELECTMAN</b>	<b>LIBRARY TRUSTEE</b>	<b>TRUSTEE OF THE TRUST FUNDS</b>
(3 Years) <span style="float: right;">Vote for not more than two</span>	(3 Years) <span style="float: right;">Vote for not more than three</span>	(3 Years) <span style="float: right;">Vote for not more than one</span>
MARILYN PETERMAN 617 <input type="radio"/>	KATHY E. BRUNDAGE 1,246 <input checked="" type="radio"/>	PETER BERGIN 1,501 <input checked="" type="radio"/>
DWIGHT BREW 1,232 <input checked="" type="radio"/>	WILLIAM M. CASSIDY 1,226 <input checked="" type="radio"/>	7 <input type="radio"/>
JOHN D'ANGELO 1,117 <input checked="" type="radio"/>	ROBIN K. JULIAN 1,205 <input checked="" type="radio"/>	(Write-in) <input type="radio"/>
REED PANASITI 621 <input type="radio"/>	2 <input type="radio"/>	<b>CEMETERY TRUSTEE</b>
7 <input type="radio"/>	(Write-in) <input type="radio"/>	(3 Years) <span style="float: right;">Vote for not more than one</span>
(Write-in) <input type="radio"/>	(Write-in) <input type="radio"/>	RICHARD LEFEBVRE 685 <input type="radio"/>
(Write-in) <input type="radio"/>	(Write-in) <input type="radio"/>	PETER BERGIN 886 <input checked="" type="radio"/>
	<b>ZONING BOARD OF ADJUSTMENT</b>	4 <input type="radio"/>
	(3 Years) <span style="float: right;">Vote for not more than one</span>	(Write-in) <input type="radio"/>
	ROBERT H. ROWE 887 <input checked="" type="radio"/>	
	ALLEN MERRIMAN 648 <input type="radio"/>	
	3 <input type="radio"/>	
	(Write-in) <input type="radio"/>	

**ARTICLES**

<b>ARTICLE 22: <u>Operating Budget</u></b>	974
Shall the Town 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 budget posted with the warrant or as amended by vote of the first session, for the purposes set forth herein, totaling <u>\$11,414,625</u> . Should this article be defeated, the default budget shall be <u>\$11,269,800</u> 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. This operating budget warrant article does not include appropriations contained in ANY other Warrant Article. (The Board of Selectmen unanimously recommends a yes vote.) (Ways & Means voted 7-0 in support of this article)	YES <input type="radio"/> NO <input checked="" type="radio"/> 1051 Failed
<b>ARTICLE 23: <u>Town Hall Structural Repair CRF Establishment And Initial Funding</u></b>	1,401
Shall the Town vote to establish a Capital Reserve Fund under the provisions of RSA 35:1, for the purpose of repairing the truss roof structure system and any other structural deficiencies of the Town Hall, said fund to be called the Town Hall Structural Repair Fund, also, to raise and appropriate the sum of two hundred thousand dollars (\$200,000) to be placed in this fund, and to further appoint the Board of Selectmen as agents to expend from this fund. (The Board of Selectmen unanimously recommends a yes vote.) (Ways & Means voted 7-0 in support of this article) This Special Article is in accordance with RSA 32.	YES <input checked="" type="radio"/> NO <input type="radio"/> 621 Passed
<b>ARTICLE 24: <u>Appropriation Of Previously Collected Land Use Change Tax Funds And Deposit To Town Hall Structural Repair Fund</u></b>	1,387
Shall the Town vote to raise and appropriate the sum of eighty seven thousand dollars (\$87,000), said sum to be the amount collected in the preceding fiscal year and paid into the Land Use Change Tax Fund, and pay said amount into the Town Hall Structural Repair Fund, previously established, so that the same will be used for the purposes identified in said Fund. The passage of this article shall be contingent on the successful passage of the preceding warrant article creating said CRF, it being the intention that if the CRF has not been established that the balance in the LUCT Fund shall revert to the general fund for the coming fiscal year. (The Board of Selectmen unanimously recommends a yes vote.) (Ways & Means voted 7-0 in support of this article) This Special Article is in accordance with RSA 32.	YES <input checked="" type="radio"/> NO <input type="radio"/> 623 Passed

**TURN BALLOT OVER AND CONTINUE VOTING**

## ARTICLES CONTINUED

### ARTICLE 25: Police Union Contract - Single Year Contract

Shall the Town vote to approve the cost items in the collective bargaining agreement reached between the Board of Selectmen and the American Federation of State, County, and Municipal Employees Local 3757 (Police Union) and to further raise and appropriate the sum of seventeen thousand, three hundred seventy-nine dollars (\$17,379) for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels in accordance with the most recent expired collective bargaining agreement paid in the prior fiscal year. Upon approval of this article, this increase will be set forth in the general operating budget of the Police Department in future years.

*(The Board of Selectmen unanimously recommends a yes vote.)  
(Ways & Means voted 7-0 in support of this article)*

1,436  
YES ☒  
NO ☐  
516  
Passed

### ARTICLE 26: Special Meeting

Shall the Town, if Article 25 is defeated, vote to authorize the governing body to call one special meeting pursuant to RSA 31:5, (III), at its option, to address Article 25 cost items only.

*(The Board of Selectmen unanimously recommends a yes vote.)  
(Ways & Means voted 7-0 in support of this article)*

1,408  
YES ☒  
NO ☐  
579  
Passed

### ARTICLE 27: Assessing Revaluation Capital Reserve Fund

Shall the Town vote to raise and appropriate the sum of thirty-three thousand dollars (\$33,000) to be added to the Assessing Revaluation Capital Reserve Fund previously established.

*(The Board of Selectmen unanimously recommends a yes vote.)  
(Ways & Means voted 7-0 in support of this article)*

1,206  
YES ☒  
NO ☐  
704  
Passed

### ARTICLE 28: Communications Center Capital Reserve Fund

Shall the Town vote to raise and appropriate the sum of fifteen thousand dollars (\$15,000) to be added to the Communications Center Capital Reserve Fund previously established.

*(The Board of Selectmen unanimously recommends a yes vote.)  
(Ways & Means voted 7-0 in support of this article)*

1,256  
YES ☒  
NO ☐  
666  
Passed

### ARTICLE 29: Computer System Capital Reserve Fund

Shall the Town vote to raise and appropriate the sum of fifteen thousand dollars (\$15,000) to be added to the Computer System Capital Reserve Fund previously established.

*(The Board of Selectmen unanimously recommends a yes vote.)  
(Ways & Means voted 7-0 in support of this article)*

1,260  
YES ☒  
NO ☐  
666  
Passed

### ARTICLE 30: Forestview Cemetery Capital Reserve Fund

Shall the Town vote to raise and appropriate the sum of twenty thousand dollars (\$20,000) to be added to the Forestview Cemetery Capital Reserve Fund previously established.

*(The Board of Selectmen unanimously recommends a yes vote.)  
(Ways & Means voted 5-1-1 in support of this article)*

926  
YES ☐  
NO ☒  
978  
Failed

### ARTICLE 31: Replacement of Fire Engine

Shall the Town vote to raise and appropriate the sum of four hundred and ten thousand dollars (\$410,000) for the purchase and purpose of acquiring a replacement Fire Engine for the Fire Department, said sum to be raised as follows: One hundred and fifty thousand dollars (\$150,000) to be withdrawn from the Fire Apparatus Capital Reserve Fund, previously established, relative to which the Selectmen have been appointed agents to expend, and the balance of two hundred and sixty thousand dollars (\$260,000) to be raised through taxation.

*(The Board of Selectmen unanimously recommends a yes vote.)  
(Ways & Means voted 7-0 in support of this article)*

889  
YES ☐  
NO ☒  
1,060  
Failed

### ARTICLE 32: Fire Apparatus Capital Reserve Fund

In the event that the Town fails to approve Article #31 above, (Purchase of Replacement Fire Engine), shall the Town raise and appropriate the sum of two hundred thousand dollars (\$200,000) to be placed into the existing Fire Apparatus Fund Capital Reserve Account. This article shall be void if Article 31 is adopted.

*(The Board of Selectmen unanimously recommends a yes vote.)  
(Ways & Means voted 7-0 in support of this article)*

1,272  
YES ☒  
NO ☐  
681  
Passed

### ARTICLE 33: Ambulance Capital Reserve Fund

Shall the Town vote to raise and appropriate the sum of fifty thousand dollars (\$50,000) to be added to the Ambulance Capital Reserve Fund previously established and, further, to appoint the Selectmen, henceforth, as agents to expend from this fund in accordance with RSA 35:15 (II).

*(The Board of Selectmen unanimously recommends a yes vote.)  
(Ways & Means voted 7-0 in support of this article)*

1,323  
YES ☒  
NO ☐  
626  
Passed

### ARTICLE 34: Public Health Mosquito Surveillance and Control Program

Shall the Town vote to raise and appropriate the sum of forty thousand dollars (\$40,000) to continue to fund a Public Health Mosquito Surveillance and Control Program. This program is designed to monitor and help prevent the presence of mosquito borne vector diseases in accordance with the State of New Hampshire Arboviral Surveillance, Prevention and Control Guidelines.

*(The Board of Selectmen unanimously recommends a yes vote.)  
(Ways & Means voted 7-0 in support of this article)*

1,433  
YES ☒  
NO ☐  
536  
Passed

**GO TO NEXT BALLOT AND CONTINUE VOTING**



**ABSENTEE  
OFFICIAL BALLOT  
ANNUAL TOWN ELECTION  
AMHERST, NEW HAMPSHIRE  
MARCH 12, 2013**

BALLOT 2 OF 2

*Nancy G. Senner*  
TOWN CLERK

**ARTICLES CONTINUED**

**ARTICLE 35: Discontinue Capital Reserve Funds**

1,617

Shall the Town vote, pursuant to RSA 35:3, to discontinue the following Capital Reserve Funds with said funds with accumulated interest to date of withdrawal to be transferred to the Town's general fund.

YES ☒

NO ☐

282

Passed

NAME	DATE ESTABLISHED	AMOUNT
Highway Vehicle Fund	Unknown	\$ 218.93
Zoning Vehicle Fund	Unknown	\$2,608.87
Recreation Fund	Unknown	\$1,970.12
Salt Barn Fund	1994	\$5,503.54
Fire Sprinkler Fund	1998	\$1,487. 01
Radio Conversion Fund	Unknown	\$ 63.02
Master Plan Fund	2006	\$1,131.50
Anniversary Celebration Fund	2007	\$1,184.27
Steeple Expendable Trust Fund	1998	\$ - 0 -
<b>Total</b>		<b>\$12,167.26</b>

*(The Board of Selectmen unanimously recommends a yes vote.)  
(Ways & Means voted 7-0 in support of this article)*

**ARTICLE 36: Discontinuance Of Smith Lane (By Petition)**

1,516

YES ☒

NO ☐

351

Passed

Shall the Town vote to discontinue Smith Lane, pursuant to RSA 231:43, from its commencement at NH Rte 122 to its terminus at NH Rte 101.

*(The Board of Selectmen unanimously recommends a yes vote.)*

**ARTICLE 37: Scenic Road Designation for Walnut Hill Road (By Petition)**

385

Failed YES ☐

NO ☒

1,545

Shall the Town vote to designate Walnut Hill Rd as a Scenic Road per RSA 231:157.

*(The Board of Selectmen opposes this article and unanimously recommends a no vote.)*

**ARTICLE 38: Open Space Plan setback updates**

1,151

YES ☒

NO ☐

660

Passed

Are you in favor of adopting an amendment to Article IV: ZONING REGULATIONS, Section 4.16 Open Space Plan, to align front, side and rear setback requirements with the underlying Zoning District as proposed by the Amherst Planning Board for the Town of Amherst Zoning Ordinance?

*(The Planning Board supports this amendment by a vote of 5-1)*

**ARTICLE 39: Personal Wireless Service Facilities and FCC compliance**

1,493

YES ☒

NO ☐

351

Passed

Are you in favor of deleting Article III: GENERAL ZONING PROVISIONS, Section 3.16 Personal Wireless Service Facilities and adding Section 3.16 Personal Wireless Service Facilities amended to comply with rulemakings by the Federal Communications Commission as proposed by the Amherst Planning Board?

*(The Planning Board supports this amendment by a vote of 6-0)*

**YOU HAVE NOW COMPLETED VOTING**

# Amherst, NH



## Community Contact

Telephone  
Fax  
E-mail  
Web Site

## Municipal Office Hours

County  
Labor Market Area  
Tourism Region  
Planning Commission  
Regional Development

Election Districts  
US Congress  
Executive Council  
State Senate  
State Representative

**Amherst Board of Selectmen**  
**Dwight Brew, Chairman**  
**PO Box 960**  
**Amherst, NH 03031**

**(603) 673-6041**  
**(603) 673-6794**  
**tdemanche@amherstnh.gov**  
**www.amherstnh.gov/**

**Monday through Friday, 8 am - 4 pm; Town Clerk, Tax Collector: Monday, Wednesday, Thursday, Friday, 9 am - 3 pm, Tuesday, 9 am - 3 pm, 4:30 pm - 6:30 pm**

**Hillsborough**  
**Nashua NH-MA NECTA Division, NH Portion**  
**Merrimack Valley**  
**Nashua Regional**  
**Capital Regional Development Council**

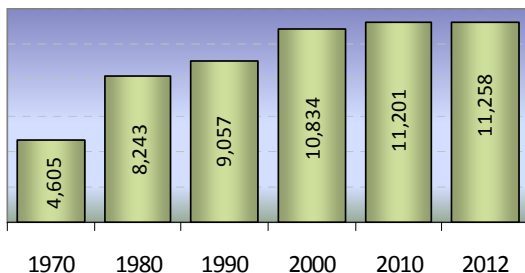
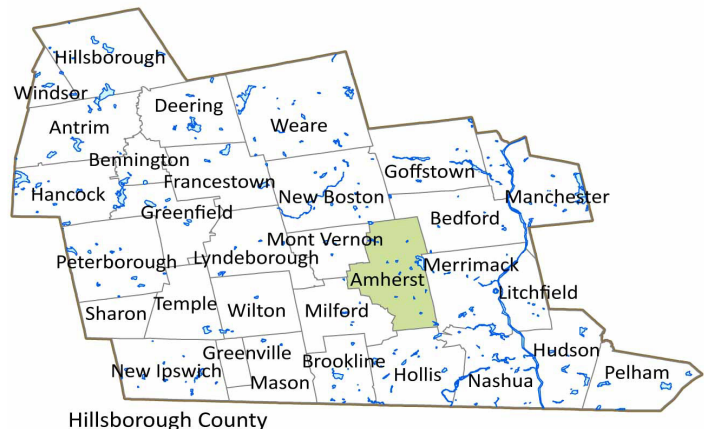
**District 2**  
**District 5**  
**District 11**  
**Hillsborough County Districts 22, 41**

**Incorporated: 1760**

**Origin:** This area was first granted in 1728 as Narragansett Number 3, settled by the families of soldiers who had fought at Narragansett, Rhode Island. In 1760, the town was named Amherst in honor of Lord Jeffrey Amherst (1717-1797), commander-in-chief of the colonial forces in the French and Indian War. Amherst was the birthplace of Horace Greeley (1811-1872), founder of the New York Tribune, a founder of the Republican Party, and 1872 Presidential candidate. For a brief time, Amherst was the county seat for Hillsborough County.

**Villages and Place Names:** Cricket Corner, Ponemah, Baboosic Lake

**Population, Year of the First Census Taken:** 2,369 residents in 1790



**Population Trends:** Population change for Amherst totaled 9,207 over 52 years, from 2,051 in 1960 to 11,258 in 2012. The largest decennial percent change was a 125 percent increase between 1960 and 1970, this was followed by a 79 percent increase between 1970 and 1980. The 2012 Census estimate for Amherst was 11,258 residents, which ranked 26th among New Hampshire's incorporated cities and towns.

**Population Density and Land Area, 2010 (US Census Bureau):** 327.6 persons per square mile of land area. Amherst contains 34.2 square miles of land area and 0.5 square miles of inland water area.

<b>MUNICIPAL SERVICES</b>		
Type of Government	<b>Selectmen</b>	
Budget: Municipal Appropriations, 2013-2014	<b>\$11,269,800</b>	
Budget: School Appropriations, 2013-2014	<b>\$24,245,571</b>	
Zoning Ordinance	<b>1946/13</b>	
Master Plan	<b>2010</b>	
Capital Improvement Plan	<b>Yes</b>	
Industrial Plans Reviewed By	<b>Planning Board</b>	

#### Boards and Commissions

Elected:	<b>Selectmen; Cemetery; Library; Trust Funds; Zoning</b>
Appointed:	<b>Planning; Communications Infrastructure; Conservation; Heritage; Historic District; Recreation; Capital Improvement; Stormwater II; Solid Waste</b>

Public Library **Amherst Town**

<b>EMERGENCY SERVICES</b>			
Police Department	<b>Full-time</b>		
Fire Department	<b>On Call</b>		
Emergency Medical Service	<b>Volunteer</b>		
Nearest Hospital(s)	Distance	Staffed Beds	
<b>Southern NH Medical Center, Nashua</b>	<b>12 miles</b>	<b>188</b>	
<b>St. Joseph Hospital, Nashua</b>	<b>13 miles</b>	<b>144</b>	
<b>Catholic Medical Center, Manchester</b>	<b>13 miles</b>	<b>233</b>	

<b>UTILITIES</b>			
Electric Supplier	<b>PSNH</b>		
Natural Gas Supplier	<b>Liberty Utilities</b>		
Water Supplier	<b>Pennichuck Water Works</b>		
Sanitation	<b>Private septic</b>		
Municipal Wastewater Treatment Plant	<b>No</b>		
Solid Waste Disposal			
Curbside Trash Pickup	<b>None</b>		
Pay-As-You-Throw Program	<b>No</b>		
Recycling Program	<b>Voluntary</b>		
Telephone Company	<b>Fairpoint</b>		
Cellular Telephone Access	<b>Yes</b>		
Cable Television Access	<b>Yes</b>		
Public Access Television Station	<b>Yes</b>		
High Speed Internet Service:	Business	<b>Yes</b>	
	Residential	<b>Yes</b>	

<b>PROPERTY TAXES</b>		(NH Dept. of Revenue Administration)
2012 Total Tax Rate (per \$1000 of value)	<b>\$26.28</b>	
2012 Equalization Ratio	<b>100.0</b>	
2012 Full Value Tax Rate (per \$1000 of value)	<b>\$26.09</b>	
2012 Percent of Local Assessed Valuation by Property Type		
Residential Land and Buildings	<b>52.6%</b>	
Commercial Land and Buildings	<b>12.9%</b>	
Public Utilities, Current Use, and Other	<b>2.4%</b>	

<b>HOUSING</b>		(ACS 2007-2011)
Total Housing Units	<b>4,250</b>	
Single-Family Units, Detached or Attached	<b>3,957</b>	
Units in Multiple-Family Structures:		
Two to Four Units in Structure	<b>132</b>	
Five or More Units in Structure	<b>85</b>	
Mobile Homes and Other Housing Units	<b>76</b>	

<b>DEMOGRAPHICS</b>		(US Census Bureau)
Total Population	Community	County
2012	<b>11,258</b>	<b>402,922</b>
2010	<b>11,201</b>	<b>400,721</b>
2000	<b>10,834</b>	<b>382,384</b>
1990	<b>9,057</b>	<b>336,549</b>
1980	<b>8,243</b>	<b>276,608</b>
1970	<b>4,605</b>	<b>223,941</b>

#### Demographics, American Community Survey (ACS) 2007-2011

Population by Gender			
Male	<b>5,710</b>	Female	<b>5,488</b>

Population by Age Group	
Under age 5	<b>741</b>
Age 5 to 19	<b>2,519</b>
Age 20 to 34	<b>1,313</b>
Age 35 to 54	<b>3,530</b>
Age 55 to 64	<b>1,761</b>
Age 65 and over	<b>1,334</b>
Median Age	<b>43.6 years</b>

Educational Attainment, population 25 years and over	
High school graduate or higher	<b>95.2%</b>
Bachelor's degree or higher	<b>60.9%</b>

<b>INCOME, INFLATION ADJUSTED \$</b>		(ACS 2007-2011)
Per capita income	<b>\$48,649</b>	
Median 4-person family income	<b>\$129,161</b>	
Median household income	<b>\$114,591</b>	
Median Earnings, full-time, year-round workers		
Male	<b>\$98,438</b>	
Female	<b>\$49,500</b>	
Families below the poverty level	<b>2.0%</b>	

<b>LABOR FORCE</b>		(NHES – ELMI)
Annual Average	2002	2012
Civilian labor force	<b>5,938</b>	<b>6,057</b>
Employed	<b>5,672</b>	<b>5,763</b>
Unemployed	<b>266</b>	<b>294</b>
Unemployment rate	<b>4.5%</b>	<b>4.9%</b>

<b>EMPLOYMENT &amp; WAGES</b>		(NHES – ELMI)
Annual Average Covered Employment	2002	2012
Goods Producing Industries		
Average Employment	<b>922</b>	<b>832</b>
Average Weekly Wage	<b>\$ 864</b>	<b>\$1,067</b>
Service Providing Industries		
Average Employment	<b>2,844</b>	<b>2,993</b>
Average Weekly Wage	<b>\$ 687</b>	<b>\$ 825</b>
Total Private Industry		
Average Employment	<b>3,766</b>	<b>3,825</b>
Average Weekly Wage	<b>\$ 730</b>	<b>\$ 877</b>
Government (Federal, State, and Local)		
Average Employment	<b>590</b>	<b>585</b>
Average Weekly Wage	<b>\$ 643</b>	<b>\$ 964</b>
Total, Private Industry plus Government		
Average Employment	<b>4,356</b>	<b>4,410</b>
Average Weekly Wage	<b>\$ 718</b>	<b>\$ 889</b>

If "n" appears, data do not meet disclosure standards.

**EDUCATION AND CHILD CARE**

Schools students attend: **Amherst operates grades K-8; grades 9-12 are part of Souhegan Cooperative (Amherst, Mont Vernon)** District: **SAU 39**

Career Technology Center(s): **Wilbur H. Palmer Voc. Tech. Center, Hudson; Milford HS & Applied Technology Center, Milford; Nashua Technology Center** Region: **16**

Educational Facilities (includes Charter Schools)	Elementary	Middle/Junior High	High School	Private/Parochial
Number of Schools	<b>1</b>	<b>1</b>	<b>1</b>	<b>4</b>
Grade Levels	<b>P K 1-4</b>	<b>5-8</b>	<b>9-12</b>	<b>P K 1-12</b>
Total Enrollment	<b>622</b>	<b>727</b>	<b>815</b>	<b>169</b>

Nearest Community College: **Manchester; Nashua**

Nearest Colleges or Universities: **St. Anselm; Rivier; Daniel Webster**

2012 NH Licensed Child Care Facilities (DHHS-Bureau of Child Care Licensing)

Total Facilities: **9** Total Capacity: **583**

LARGEST BUSINESSES	PRODUCT/SERVICE	EMPLOYEES	ESTABLISHED
Wal-Mart	Retail store	200	1992
H & M Metals, Inc.	Steel metal fabrication	130	1970
Diacom Corporation	Fabric-elastomer diaphragms	93	1983
Resin System Corporation	Custom cast thermoset plastic	52	1972
Rontex America, Inc.	Nonwoven fabrics	23	1976
Vibrac Corporation	Torque test instruments	15	1971
F W Webb	Plumbing & heating supply distributor		
Lowe's	Home improvement center		

**TRANSPORTATION** (*distances estimated from city/town hall*)

Road Access US Routes  
State Routes **13, 101, 101A, 122**

Nearest Interstate, Exit **Everett Tpk., Exit 11; I-293, Exit 4**

Distance **9 miles; 12 miles**

Railroad **Boston & Maine**

Public Transportation **No**

Nearest Public Use Airport, General Aviation  
**Boire Field, Nashua** Runway **6,000 ft. asphalt**  
Lighted? **Yes** Navigation Aids? **Yes**

Nearest Airport with Scheduled Service  
**Manchester-Boston Regional** Distance **15 miles**  
Number of Passenger Airlines Serving Airport **4**

Driving distance to select cities:  
Manchester, NH **13 miles**  
Portland, Maine **110 miles**  
Boston, Mass. **63 miles**  
New York City, NY **228 miles**  
Montreal, Quebec **274 miles**

**COMMUTING TO WORK**

(ACS 2007-2011)

Workers 16 years and over

Drove alone, car/truck/van **80.2%**

Carpooled, car/truck/van **4.3%**

Public transportation **0.7%**

Walked **0.8%**

Other means **0.9%**

Worked at home **13.1%**

Mean Travel Time to Work **27.9 minutes**

**Percent of Working Residents: ACS 2007-2011**

Working in community of residence **79.8**

Commuting to another NH community **5.5**

Commuting out-of-state **14.7**

**RECREATION, ATTRACTIONS, AND EVENTS**

**X** Municipal Parks  
YMCA/YWCA

**X** Boys Club/Girls Club

**X** Golf Courses  
Swimming: Indoor Facility  
Swimming: Outdoor Facility  
Tennis Courts: Indoor Facility

**X** Tennis Courts: Outdoor Facility  
Ice Skating Rink: Indoor Facility  
Bowling Facilities

**X** Museums  
Cinemas  
Performing Arts Facilities  
Tourist Attractions

**X** Youth Organizations (i.e., Scouts, 4-H)

**X** Youth Sports: Baseball

**X** Youth Sports: Soccer

**X** Youth Sports: Football

**X** Youth Sports: Basketball

Youth Sports: Hockey  
Campgrounds

**X** Fishing/Hunting  
Boating/Marinas

**X** Snowmobile Trails  
Bicycle Trails

**X** Cross Country Skiing

**X** Beach or Waterfront Recreation Area

**X** Overnight or Day Camps

Nearest Ski Area(s): **Pat's Peak**

Other: **Swimming Lake; Youth Lacrosse; Ponemah Bog Sanctuary; Peabody Mill Environmental Center; Joe English Reservation; Hiking Trails**

DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT BIRTH REPORT

01/01/2013-12/31/2013

--AMHERST--

Child's Name	Birth Date	Birth Place	Father's/Partner's Name	Mother's Name
VIDES, ELSA MARIA	01/01/2013	NASHUA,NH	VIDES, PEDRO	VIDES, JOANNA
BOWERS, ALEXANDER CARSON	01/01/2013	LEBANON,NH	BOWERS, GREGORY	BOWERS, ANDREA
BOWERS, BRANDON ROSS	01/01/2013	LEBANON,NH	BOWERS, GREGORY	BOWERS, ANDREA
TANNARIELLO, BRECKIN AUBREY	01/11/2013	MANCHESTER,NH	TANNARIELLO, JOSHUA	TANNARIELLO, STEPHANIE
IQBAL, SARAH HAMDAD	01/14/2013	NASHUA,NH	IQBAL, HAMDAD	IQBAL, UZMA
GAUTHIER, CECILE ANNETTE	01/14/2013	MANCHESTER,NH	GAUTHIER, DUSTIN	GAUTHIER, KRISTEN
SALLET, CADEN CHARLES	01/15/2013	NASHUA,NH	SALLET, JOHN-PAUL	SALLET, JENNIFER
LUSSIER, EMMA QUINN	01/16/2013	NASHUA,NH	LUSSIER, JEFFREY	LUSSIER, ERICA
GASCOYNE, IVAN DEAN	01/19/2013	NASHUA,NH	GASCOYNE, JOSEPH	GASCOYNE, SHANNON
GASE, NINA MARIA	02/12/2013	NASHUA,NH	GASE, MICHAEL	GASE, KINGA
SPRING, AVERY MCKENNA	02/13/2013	NASHUA,NH	SPRING, RYAN	SPRING, BRIDGET
PARKER-ROBERGE, AMELIA SHARON	02/18/2013	NASHUA,NH		PARKER-ROBERGE, ALYSSA
SMART, ZEALAND VIRGINIA	03/02/2013	MANCHESTER,NH	SMART, CHRISTOPHER	SMART, ERIN
MAZZOLA, MATTEO RICHARD	03/09/2013	CONCORD,NH	MAZZOLA, RICHARD	MAZZOLA, ALANNA
ACHFIKE, AMIR ANOUAR	03/09/2013	NASHUA,NH	ACHFIKE, ANOUAR	ACHFIKE, AILEEN
TREMBLAY, JAXSON MICHAEL	03/09/2013	NASHUA,NH	TREMBLAY, JOSHUA	ARRUDA, ASHLEY
BURKE, OLIVIA ISABELLA MARY	03/22/2013	NASHUA,NH	BURKE, SIMON	BURKE, VANESSA
PURVIS, ABRAHAM CRAIG	04/02/2013	NASHUA,NH	PURVIS, DWAYNE	PURVIS, RACHEL
NEUMANN, ZACHARY EVERETT	04/26/2013	MANCHESTER,NH	NEUMANN, TODD	NEUMANN, DIANE
PRICE, ALLISON SUSAN	04/29/2013	MANCHESTER,NH	PRICE, CHRISTOPHER	PRICE, LISA
DELUCK, LILITH ALICE	05/13/2013	NASHUA,NH	DELUCK, TODDY	DELUCK, ANNE
BALLARD, NATALIE JUDITH	06/19/2013	NASHUA,NH	BALLARD JR, LARRY	BALLARD, JEANETTE
SCHUH, ANNA LYNNE	06/22/2013	NASHUA,NH	SCHUH, CRAIG	SCHUH, DANIELLE
CHAMBERLAIN, ELIAS JOSHUA	06/24/2013	NASHUA,NH	CHAMBERLAIN, JOSHUA	CHAMBERLAIN, MEGHAN
LANE, VIOLET ELIZABETH	06/26/2013	NASHUA,NH	LANE, RICHARD	LANE, CARI
GEE, GABRIEL SETH	06/30/2013	NASHUA,NH	GEE, DAVID	GEE, CATHLEEN
TERLIZZI, MICHAEL TEDDY	07/10/2013	MANCHESTER,NH	TERLIZZI, MICHAEL	TERLIZZI, MICHELE
BARDEN, RYLYNN BEA	07/10/2013	MANCHESTER,NH	BARDEN, WILLIAM	BARDEN, NINA
YOUNG, BRADY ANDREWS	07/13/2013	NASHUA,NH	YOUNG, NATHAN	YOUNG, LAUREN
OSTLER, FAITH SAVANNAH	07/18/2013	NASHUA,NH	OSTLER, SEAN	OSTLER, SUSAN
ENGEL, BENJAMIN RYAN	08/10/2013	MANCHESTER,NH	ENGEL, BRADLEY	ENGEL, MARY
HENDRICKS, KYLETON ZANE	08/11/2013	NASHUA,NH	HENDRICKS JR, JEFFERY	HENDRICKS, CANDYCE
DORMITZER, ELIANA OLIVIA	08/23/2013	MANCHESTER,NH	DORMITZER, COREY	DORMITZER, DARCI
FOY, JOSEPHINE CATHERINE	08/30/2013	NASHUA,NH	FOY III, LEONARD	FOY, YULIYA
FOY IV, LEONARD WILLIAM	08/30/2013	NASHUA,NH	FOY III, LEONARD	FOY, YULIYA

DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT BIRTH REPORT

01/01/2013-12/31/2013

--AMHERST--

Child's Name	Birth Date	Birth Place	Father's/Partner's Name	Mother's Name
BOOTHROYD, WAGNER REED	09/05/2013	NASHUA,NH	BOOTHROYD, KEVIN	BOOTHROYD, VICTORIA
BELL, LILLY ANA	09/06/2013	NASHUA,NH	BELL, ROBERT	BELL, JOELENE
MONTWILL, CARYS HOPE	09/15/2013	NASHUA,NH	MONTWILL, TODD	MONTWILL, BRÖOKE
CLEMENS, CAITLIN MARIE	09/24/2013	NASHUA,NH	CLEMENS, MICHAEL	CLEMENS, GWEN
MURRAY, SIMEON LEE	10/14/2013	MILFORD,NH	MURRAY, ANDREW	MURRAY, ELIZABETH
BENSON, HARPER MAE	10/22/2013	MANCHESTER,NH	BENSON, JUSTIN	BENSON, AMANDA
BOSKEE, CAIDEN ENDER	11/07/2013	NASHUA,NH	BOSKEE, CURTIS	HOKSBERGEN, KARRIE
FEES CHASSEUR, ARIA EDEN	11/09/2013	MILFORD,NH	CHASSEUR, MATTHEW	FEES, ASHLEY
WELDEN, IAN THOMAS	11/11/2013	NASHUA,NH	WELDEN, HARRIS	WELDEN, CASSANDRA
PACIFIC, ARIA ROSE	11/14/2013	NASHUA,NH	PACIFIC JR, DAVID	TRAHAN, SHELBY
PERRON, COLETTE ROSE	11/17/2013	NASHUA,NH	PERRON, PHILIP	PERRON, JOANNA
CIAMPOLI, BRANDON ANTHONY	12/05/2013	NASHUA,NH	CIAMPOLI JR, ANTHONY	CIAMPOLI, REBECCA
HERRON, MALIK JOSEPH	12/26/2013	NASHUA,NH	HERRON, GABRIEL	HERRON, MEGANNE

Total number of records 48

DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT MARRIAGE REPORT

01/01/2013 - 12/31/2013

-- AMHERST --

Person A's Name and Residence	Person B's Name and Residence	Town of Issuance	Place of Marriage	Date of Marriage
PALEWITZ, DARLENE J AMHERST, NH	BEUKES, HESTER A AMHERST, NH	AMHERST	AMHERST	01/05/2013
ACHFIKE, ANOUAR AMHERST, NH	MORRISON, AILEEN J AMHERST, NH	AMHERST	AMHERST	02/14/2013
NEUMANN, TODD R AMHERST, NH	RUFO, DIANE M AMHERST, NH	MONT VERNON	AMHERST	02/20/2013
ANDERSON, RITA M LONGS, SC	TURNER JR, ROY F AMHERST, NH	AMHERST	NASHUA	03/30/2013
JEAN, JOANNE AMHERST, NH	MACEACHERN, SHAWN A AMHERST, NH	AMHERST	AMHERST	04/12/2013
MCNEIL, LISA F AMHERST, NH	DOLAN, DAVID K AMHERST, NH	AMHERST	AMHERST	04/27/2013
HERMANN, CURTIS W AMHERST, NH	SCHEFFLER, LOIS A AMHERST, NH	AMHERST	MILFORD	05/11/2013
GAULIN, ROBERT W AMHERST, NH	SMITH, BEVERLY D AMHERST, NH	AMHERST	AMHERST	05/26/2013
MOREAU, MATTHEW B AMHERST, NH	BLAIR, REBECCA S AMHERST, NH	AMHERST	RYE	06/08/2013
GIUSTI, KARLENE M AMHERST, NH	CLAIR, DANIEL C AMHERST, NH	AMHERST	BEDFORD	06/22/2013
THOMAS, CHRISTIAN M AMHERST, NH	PAWSON, JENNIFER L SOMERVILLE, MA	MILFORD	MILFORD	07/06/2013

DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT MARRIAGE REPORT

01/01/2013 - 12/31/2013

-- AMHERST --

Person A's Name and Residence	Person B's Name and Residence	Town of Issuance	Place of Marriage	Date of Marriage
BOURBEAU, GEORGE G AMHERST, NH	DROSS, BOBBI A HOLDERNESS, NH	AMHERST	SANDOWN	07/13/2013
BACH, BRENDA M AMHERST, NH	KILBY, GINA B AMHERST, NH	AMHERST	AMHERST	07/13/2013
CALLEN, RACHAEL M AMHERST, NH	ALLAN, JOSHUA A AMHERST, NH	AMHERST	WILTON	07/27/2013
VERTIGANS, DAVID S AMHERST, NH	NUNES, CHARLOTTE A AMHERST, NH	MILFORD	MERRIMACK	07/28/2013
ALBERTSON, CHRIS W HANCOCK, NH	MURPHY, KATHY-JO AMHERST, NH	CONCORD	CONCORD	08/02/2013
DRAZEN, JOSHUA AMHERST, NH	BEAUCHESNE, SHERRI L AMHERST, NH	AMHERST	PELHAM	08/02/2013
DUMOSKI, STEPHANIE R AMHERST, NH	FRESCOTT, MAUREEN R AMHERST, NH	AMHERST	AMHERST	08/11/2013
COUGHLIN JR, JOHN J AMHERST, NH	MAALOUF, JOELLE G MONT VERNON, NH	AMHERST	AMHERST	08/28/2013
COONS, BRADLEY D AMHERST, NH	AMADEO, DESIREE D MERRIMACK, NH	MERRIMACK	RINDGE	08/31/2013
LAUNH, RATANA PETERBOROUGH, NH	CUMMINGS, ANNA E AMHERST, NH	PETERBOROUGH	KEENE	09/04/2013
LENNON, CHRISTOPHER AMHERST, NH	MCGINNIS, AUDREY J AMHERST, NH	MILFORD	BEDFORD	09/07/2013

DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

## RESIDENT MARRIAGE REPORT

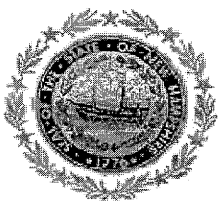
01/01/2013 - 12/31/2013

-- AMHERST --

Person A's Name and Residence	Person B's Name and Residence	Town of Issuance	Place of Marriage	Date of Marriage
STEPANEK, STEPHEN B AMHERST, NH	SUPRUNOWICZ, ELLEN K THORNTON, NH	AMHERST	CARROLL	09/28/2013
MAYHEW, JEREMY E AMHERST, NH	HODSDON, GRETCHEN A AMHERST, NH	AMHERST	CANTERBURY	09/28/2013
HITCHCOCK, JEREMY R AMHERST, NH	KELLEY, MELISSA S AMHERST, NH	AMHERST	BRIDGEWATER	09/28/2013
PULIAFICO, PHILIP A NASHUA, NH	LESSARD, ANGELA M AMHERST, NH	NASHUA	NASHUA	10/05/2013
DELISLE, PETER R AMHERST, NH	BAUTISTA, SHAILYN E MILFORD, NH	AMHERST	MILFORD	11/01/2013
HOFFMAN, MICHAEL F AMHERST, NH	SELF, ANGELA M FORT WORTH, TX	AMHERST	MANCHESTER	11/30/2013

Total number of records 28

DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION



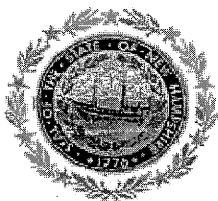
## RESIDENT DEATH REPORT

01/01/2013 - 12/31/2013

--AMHERST, NH --

Decedent's Name	Death Date	Death Place	Father's/Parent's Name	Mother's/Parent's Name Prior to First Marriage/Civil Union	Military
WALKER, CAROLYN	01/01/2013	NASHUA	REID, HOLLIS	EVANS, DAISY	N
KINSMAN, DALE	01/09/2013	MILFORD	THERRIEN, FRANK	BAEZ, MURIEL	N
ROSE JR, WILLIAM	01/26/2013	MILFORD	ROSE SR, WILLIAM	WATSON, BESS	N
SAMSKY, STANLEY	02/09/2013	AMHERST	SAMSKY, ABRAHAM	SCHWATZ, ESTHER	N
LEVEY, MARGARET	02/26/2013	MILFORD	HAGGERTY, JOHN	GRIMES, MARY	N
LINDBERG, JUDITH	03/18/2013	MERRIMACK	JOHNSON, AXEL	UNKNOWN, UNKNOWN	N
GURSKI, GLORIA	03/28/2013	MILFORD	GURSKI, ROMAN	BRUNEAU, MARIA	N
BROOKS, AGNES	04/16/2013	NASHUA	MCILLANEY, JOHN	FRASER, CATHERINE	N
TRESVIK, THOMAS	04/17/2013	NASHUA	TRESVIK, RAYMOND	LOBER, ESTELLE	Y
MCDERMOTT JR, JOHN	04/28/2013	NASHUA	MCDERMOTT SR, JOHN	CONNOLLY, MARY	N
WOJCICKI, ANTHONY	05/01/2013	AMHERST	WOJCICKI, EDWARD	RZEPA, VICTORIA	N
LEBLANC, JEANINE	05/11/2013	MERRIMACK	LEBLANC, RENEE	TAYLOR, PHYLLIS	N
JACOBSON, ROBERT	05/13/2013	PORTSMOUTH	JACOBSON, BENJAMIN	BRYANT, LILLIAN	Y
CALLAHAN, BARBARA	05/21/2013	AMHERST	FUSSELL, DR LYMAN	MCGRATH, MARY	N
MAYHEW, DANA	06/03/2013	AMHERST	MAYHEW, CARROLL	ELSMORE, ADA	N
KEREKES, STEPHEN	06/05/2013	AMHERST	KEREKES, STEPHEN	PALI, MARY	Y
HALEY JR, WILLIAM	06/06/2013	MANCHESTER	HALEY SR, WILLIAM	CHAMBERLAIN, MADELYN	Y
INFANTI, GEORGE	06/13/2013	AMHERST	INFANTI, MARIO	HATCH, LOUISE	Y

DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION



RESIDENT DEATH REPORT

01/01/2013 - 12/31/2013

--AMHERST, NH --

Decedent's Name	Death Date	Death Place	Father's/Parent's Name	Mother's/Parent's Name Prior to First Marriage/Civil Union	Military
LANCASTER, DONNA	06/23/2013	AMHERST	COLBATH, DONALD	PACKARD, ERMA	N
SOMERSET, JOHN	08/31/2013	NASHUA	SOMERSET, CLARENCE	HOGAN, MARY	Y
DEFRANCO, ESTHER	09/08/2013	MERRIMACK	DIBELLO, MICHAEL	UNKNOWN, KATHERINE	N
MURRAY SR, LOUIS	10/07/2013	AMHERST	MURRAY, WALTER	GILGAN, HELENA	Y
SIDEBOTHAM, DAVID	10/18/2013	MERRIMACK	SIDEBOTHAM, MELVIN	MACKINNON, CAROL	N
BARROWS, VIRGINIA	11/02/2013	MERRIMACK	TOBIN, JOSEPH	RILEY, MARGARET	N
SEGELL, JEANNE	11/10/2013	PELHAM	ROBINSON, HENRY	WEATHERMAN, OLA	N
STALEY, SPENCER	11/22/2013	AMHERST	STALEY, HERBERT	BOWMAN, KATHLEEN	Y
RAY, RICHARD	11/25/2013	AMHERST	RAY, ROY	BOYDSTON, JUDY	N
ROBINSON, LAURA	11/30/2013	MERRIMACK	WATHEN, ROBERT	HENNESSY, ELLA	N
FALGARES, WILLIAM	12/04/2013	MERRIMACK	FALGARES, VALENTINO	LAFERRARA, LOUISA	Y
RIECKMANN, JENS	12/08/2013	AMHERST	RIECKMANN, JOHANNES	KRAUSE, GERTRUD	N
BACHMAN, JOHN	12/23/2013	NASHUA	BACHMAN, CARL	WILLIS, ANGELA	N
FERRARO, JOHN	12/27/2013	AMHERST	FERRARO, PATRICK	VILLA, LAURA	N

Total number of records 32

## **FINANCIAL REPORTS**

### **SUMMARY INVENTORY OF VALUATION - MS1**

<b>LAND:</b>	<b>Acres</b>	
Current Use	6,494.53	863,400.00
Residential	8,237.80	507,143,450.00
Commerical/Industrial	752.36	67,020,550.00
Non-Taxable (\$29,262,000.00)		
<b>BUILDINGS:</b>		
Residential		827,018,050.00
Manufactured		3,040,300.00
Commercial/Industrial		134,161,250.00
Non-Taxable (\$60,634,900.00)		
<b>UTILITIES:</b>		
Electric		28,177,300.00
Gas		3,766,800.00
Water		7,518,600.00
<b>VALUATION BEFORE EXEMPTIONS:</b>		<b>1,578,709,700.00</b>
<b>EXEMPTIONS OFF ASSESSED VALUE:</b>		
Elderly (96)		9,962,300.00
Blind (4)		140,000.00
Totally & Permanently Disabled (7)		360,000.000
Solar/Windpower (5)		25,500.00
<b>NET VALUATION AFTER EXEMPTIONS:</b>		<b>1,568,221,900.00</b>
<b>EXEMPTIONS OFF GROSS TAX:</b>		<b>292,100.00</b>
Veterans (559)		

### **CURRENT USE REPORT**

	<b>Acres</b>		
Farm Land	2,224.64	No. of Owners Granted CU	203
Forest Land	3,131.29	No. of Parcels in CU	244
Unproductive Land	49.11		
Wet Land	1,089.49		
Rec. 20% Recreation Adj.	193.43		
Removed From CU	45.82		

# REPORT OF APPROPRIATIONS ACTUALLY VOTED

(RSA 21-J:34)

Date of Meeting: March 12, 2013Town/City Of: Amherst County: HillsboroughMailing Address: P.O. Box 960Phone #: 673.6041 x213 Fax #: 673.6794 E-Mail: phebert@amherstnh.c

## Certificate of Appropriations

(To be Completed After each Annual and Special Meeting)

This is to certify that the information contained in this form, appropriations actually voted by the town/city meeting, was taken from official records and is complete to the best of our knowledge and belief.

## Governing Body (Selectmen)

*Please sign in Ink.*

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.

Date: March 25, 2013

[Signature]  
[Signature]  
[Signature]

[Signature]  
   
 

FOR DRA USE ONLY

NH DEPARTMENT OF REVENUE ADMINISTRATION  
 MUNICIPAL SERVICES  
 P.O. BOX 487, CONCORD, NH 03302-0487  
 (603)271-3397

1	2	3	4	5
Acct.#	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	WARR. ART.#	Appropriations As Voted	For Use By Department of Revenue Administration
<b>GENERAL GOVERNMENT</b>				
4130-4139	Executive		350,888	
4140-4149	Election,Reg.& Vital Statistics		131,957	
4150-4151	Financial Administration		254,205	
4152	Revaluation of Property		169,139	
4153	Legal Expense		74,001	
4155-4159	Personnel Administration		156,575	
4191-4193	Planning & Zoning		289,109	
4194	General Government Buildings		302,089	
4195	Cemeteries		43,374	
4196	Insurance		80,100	
4197	Advertising & Regional Assoc.			
4199	Other General Government			
<b>PUBLIC SAFETY</b>				
4210-4214	Police	25	2,222,986	
4215-4219	Ambulance		527,596	
4220-4229	Fire		504,807	
4240-4249	Building Inspection			
4290-4298	Emergency Management		7,715	
4299	Other (Including Communications)		373,798	
<b>AIRPORT/AVIATION CENTER</b>				
4301-4309	Airport Operations			
<b>HIGHWAYS &amp; STREETS</b>				
4311	Administration		362,276	
4312	Highways & Streets		2,764,749	
4313	Bridges			
4316	Street Lighting		30,008	
4319	Other			
<b>SANITATION</b>				
4321	Administration			
4323	Solid Waste Collection		334,548	
4324	Solid Waste Disposal		277,115	
4325	Solid Waste Clean-up			
4326-4329	Sewage Coll. & Disposal & Other			
<b>WATER DISTRIBUTION &amp; TREATMENT</b>				
4331	Administration			
4332	Water Services			
4335-4339	Water Treatment, Conserv.& Other			
<b>ELECTRIC</b>				
4351-4359	Electrical Operations			

1	2	3	4	5
Acct.#	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	WARR. ART.#	Appropriations As Voted	For Use By Department of Revenue Administration
<b>HEALTH</b>				
4411	Administration	34	41,944	
4414	Pest Control		401	
4415-4419	Health Agencies & Hosp. & Other		45,000	
<b>WELFARE</b>				
4441-4442	Administration & Direct Assist.		21,702	
4444	Intergovernmental Welfare Pymnts			
4445-4449	Vendor Payments & Other			
<b>CULTURE &amp; RECREATION</b>				
4520-4529	Parks & Recreation		352,230	
4550-4559	Library		820,532	
4583	Patriotic Purposes		8,500	
4589	Other Culture & Recreation		255	
<b>CONSERVATION</b>				
4611-4612	Admin.& Purch. of Nat. Resources		8,000	
4619	Other Conservation			
4631-4632	Redevelopment and Housing			
4651-4659	Economic Development			
<b>DEBT SERVICE</b>				
4711	Princ.- Long Term Bonds & Notes		605,824	
4721	Interest-Long Term Bonds & Notes		165,757	
4723	Int. on Tax Anticipation Note			
4790-4799	Other Debt Service			
<b>CAPITAL OUTLAY</b>				
4901	Land			
4902	Machinery, Vehicles & Equipment			
4903	Buildings			
4909	Improvements Other Than Bldgs			
<b>OPERATING TRANSFERS OUT</b>				
4912	To Special Revenue Fund			
4913	To Capital Projects Fund			
4914	To Proprietary Fund			
	Sewer-			
	Water-			
	Electric-			
	Airport-			
4915	To Capital Reserve Fund	23,27,28,29, 32,33	513,000	
4916	To Exp.Tr.Fund-except #4917			
4917	To Health Maint. Trust Funds			
4918	To Nonexpendable Trust Funds			
4919	To Agency Funds			
<b>TOTAL VOTED APPROPRIATIONS</b>			11,840,180	

## REVISED ESTIMATED REVENUES (RSA 21-J:34)

City/Town: Town of Amherst FY: 2014

ACCT.#	SOURCE OF REVENUE	WARR. ART.#	FOR USE BY MUNICIPALITY	RESERVED FOR USE by DRA
<b>TAXES</b>				
3120	Land Use Change Tax			
3180	Resident Tax			
3185	Timber Tax		3,000	
3186	Payment in Lieu of Taxes		28,000	
3189	Other Taxes		1,500	
3190	Interest & Penalties on Delinquent Taxes		170,001	
	Inventory Penalties			
3187	Excavation Tax (\$.02 cents per cu yd)			
<b>LICENSES, PERMITS &amp; FEES</b>				
3210	Business Licenses & Permits		172,500	
3220	Motor Vehicle Permit Fees		2,147,000	
3230	Building Permits		97,701	
3290	Other Licenses, Permits & Fees		26,770	
3311-3319	<b>FROM FEDERAL GOVERNMENT</b>		3	
<b>FROM STATE</b>				
3351	Shared Revenues			
3352	Meals & Rooms Tax Distribution		502,000	
3353	Highway Block Grant		279,530	
3354	Water Pollution Grant			
3355	Housing & Community Development			
3356	State & Federal Forest Land Reimbursement		22	
3357	Flood Control Reimbursement			
3359	Other (Including Railroad Tax)		448	
3379	<b>FROM OTHER GOVERNMENTS</b>	SRO	78,000	
<b>CHARGES FOR SERVICES</b>				
3401-3406	Income from Departments		393,132	
3409	Other Charges			

FOR DRA USE ONLY

NH DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL SERVICES DIVISION  
P.O. BOX 487, CONCORD, NH 03302-0487  
(603)271-3397

DUE SEPTEMBER 1

## REVISED ESTIMATED REVENUES (RSA 21-J:34)

City/Town: Town of Amherst FY: 2014

ACCT.#	SOURCE OF REVENUE	WARR. ART.#	FOR USE BY MUNICIPALITY	RESERVED FOR USE by DRA
<b>MISCELLANEOUS REVENUES</b>				
3501	Sale of Municipal Property		3,501	
3502	Interest on Investments		17,001	
3503-3509	Other		5,605	
<b>INTERFUND OPERATING TRANSFERS IN</b>				
3912	From Special Revenue Funds	#24	87,001	
3913	From Capital Projects Funds			
3914	From Enterprise Funds			
	Sewer - (Offset)			
	Water - (Offset)			
	Electric - (Offset)			
	Airport - (Offset)			
3915	From Capital Reserve Funds	#35	12,167	
3916	From Trust & Fiduciary Funds			
3917	From Conservation Funds			
<b>OTHER FINANCING SOURCES</b>				
3934	Proc. from Long Term Bonds & Notes			
<b>SUBTOTAL OF REVENUES</b>			4,024,882	
For Municipal Use	<b>**General Fund Balance**</b>			
\$	Unassigned Fund Balance (unreserved)			
\$	Less Emergency Approp. (RSA 32:11)			
\$	Less Voted From Fund Balance			
\$	Less Fund Balance to Reduce Taxes			
\$	Fund Balance - Retained			
<b>TOTAL REVENUES AND CREDITS</b>			4,024,882	

REQUESTED OVERLAY (RSA 76:6)

\$

150,000

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.

Paul Helmut Finance Director  
PREPARER'S SIGNATURE AND TITLE

9/9/13  
DATE

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

SUBMIT BY SEPTEMBER 1 TO THE ADDRESS ABOVE

**DEPARTMENT OF REVENUE ADMINISTRATION**  
Municipal Services Division  
**2013 Tax Rate Calculation**

*D. M. Con*  
*11/5/13*

**TOWN/CITY: AMHERST**

Gross Appropriations	11,927,179
Less: Revenues	4,212,336
	0
Add: Overlay (RSA 76:6)	136,327
War Service Credits	292,100

**No Audit Received - RSA 41:31-d**

Net Town Appropriation	8,143,270
Special Adjustment	0

Approved Town/City Tax Effort	8,143,270
-------------------------------	-----------

**TOWN RATE**  
**5.20**

**SCHOOL PORTION**

Net Local School Budget:			
Gross Approp. - Revenue	24,358,572	3,097,892	21,260,680
Regional School Apportionment			13,599,950
Less: Education Grant			(3,558,564)

Education Tax (from below)	(3,825,625)
----------------------------	-------------

Approved School(s) Tax Effort	27,476,441
-------------------------------	------------

**LOCAL**  
**SCHOOL RATE**  
**17.52**

**EDUCATION TAX**

Equalized Valuation(no utilities) x	\$2.435	
1,571,098,604		3,825,625
Divide by Local Assessed Valuation (no utilities)		
1,528,759,200		

**STATE**  
**SCHOOL RATE**  
**2.50**

**COUNTY PORTION**

Due to County	1,935,477
	0

Approved County Tax Effort	1,935,477
----------------------------	-----------

**COUNTY RATE**  
**1.23**

**TOTAL RATE**  
**26.45**

Total Property Taxes Assessed	41,380,813
Less: War Service Credits	(292,100)
Add: Village District Commitment(s)	0
<b>Total Property Tax Commitment</b>	<b>41,088,713</b>

**PROOF OF RATE**

Local Assessed Valuation	Tax Rate	Assessment
Education Tax (no utilities)	2.50	3,825,625
All Other Taxes	23.95	37,555,188
		41,380,813

**TRC#**  
**73**

**TRC#**  
**73**

# FINANCIAL REPORT OF THE TOWN OR CITY BUDGET

Enter TOWN/CITY Name Here &gt;

Amherst

Enter Calendar Reporting Year Here &gt;

(January 1 to December 31)

Enter Optional Reporting Year Here &gt;

(July 1 to June 30)

6/30/2013

DOES THE TOWN/CITY ACCOUNT FOR SOME  
EXPENDITURES AS PROPRIETARY FUNDS OR  
CAPITAL PROJECT FUNDS?

Yes

Enter Yes or No in box above &amp; see instructions.

Enter town or city name in cell C5 and calendar reporting year for this report in C7 (optional reporting year in cell C9).  
In cell C12 enter yes if the municipality accounts for some expenditures as proprietary or capital project funds.

State of New Hampshire Department of Revenue Administration

Municipal Services Division

P.O. Box 487

Concord, NH 03302-0487

Telephone: (603) 230-5090

Return Completed Report By April 1 For Calendar Fiscal Year and By September 1 for Optional Fiscal Year

## GOVERNING BODY (SELECTMEN)

Date Signed: 10/21/2013

Under penalties of perjury, I declare that to the best of my belief, the information contained in this report is true, correct and complete.

*Dean B. Brafton*  
Dean B. Brafton  
*John D. Gough*  
John D. Gough  
*Paul Hebert*  
Paul Hebert

*John D. Gough*  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## PREPARER

Under penalties of perjury, I declare that to the best of my belief, the information contained in this report is true, correct and complete. (If prepared by a person other than the city/town officials, this declaration is based on all information of which the preparer has knowledge.)

Preparer (Please print or type)

Paul Hebert

Signature

*Paul Hebert*

Regular Office Hours

Mon - Fri 8 to 4:30 PM

Email address

phebert@amherstnh.gov

FOR DRA USE ONLY

MUNICIPAL SERVICES DIVISION

P.O. BOX 487, CONCORD, NH 03302-0487

(603)230-5090

1	2	3	4	5
Acct. #	EXPENDITURE	Voted Appropriations Final MS-2	Other Authorizations* Explain Below	Actual Expenditures
<b>GENERAL GOVERNMENT TOTAL =</b> show detail below				
4130-4139	Executive	326,031		305,679
4140-4149	Election, Reg. & Vital Statistics	129,555		138,760
4150-4151	Financial Administration	260,619		277,612
4152	Property Assessment	178,783		174,603
4153	Legal Expense	76,000	(6,000)	114,299
4155-4159	Personnel Administration	162,226		138,975
4191-4193	Planning & Zoning	237,967	1,305	271,680
4194	General Government Buildings	273,917	(10,239)	301,676
4195	Cemeteries	46,144		47,236
4196	Insurance	87,008		78,097
4197	Advertising & Regional Assoc.			
4199	Other General Government			
<b>PUBLIC SAFETY TOTAL =</b> show detail below				
4210-4214	Police	2,114,180	43,280	2,020,048
4215-4219	Ambulance	494,956	10,900	540,560
4220-4229	Fire	490,637	6,519	535,303
4240-4249	Building Inspection			
4290-4298	Emergency Management	87,715	80,000	120,145
4299	Other (Incl. Communications)	379,195		312,457
<b>AIRPORT/AVIATION CENTER TOTAL =</b> show detail below				
4301-4309	Airport Operations			
<b>HIGHWAYS &amp; STREETS TOTAL =</b> show detail below				
4311	Administration	367,014		373,787
4312	Highways & Streets	2,750,846	218,702	2,677,311
4313	Bridges			
4316	Street Lighting	26,680		23,334
4319	Other			
<b>SANITATION TOTAL =</b> show detail below				
4321	Administration			
4323	Solid Waste Collection	300,908		311,293
4324	Solid Waste Disposal	290,730		231,167
4325	Solid Waste Facility Clean-up			
4326-4329	Sewage Coll. & Disposal & Other			
Page Sub-Totals		9,081,111	344,467	8,994,025

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)
4153	FY13 Encumbrance
4192	HUD Grant \$9,375 and FY13 encumbrances (\$20,000) and FY12 encumbrances \$11,930
4194	FY13 Encumbrance
4210	FY13 Encumbrances (\$5,100) and FY12 Encumbrances \$48,380
4215	FY13 Encumbrances (\$2,100) and FY12 Encumbrances \$13,000
4220	FY12 Encumbrances

1	2	3	4	5
Acct. #	EXPENDITURE	Voted Appropriations Final MS-2	Other Authorizations* Explain Below	Actual Expenditures
<b>WATER DISTRIBUTION &amp; TREATMENT =</b> show detail below				
4331	Administration			
4332	Water Services			
4335-4339	Water Treatment, Conserv. & Other			
<b>ELECTRIC =</b> show detail below				
4351-4352	Admin. and Generation			
4353	Purchase Costs			
4354	Electric Equipment Maintenance			
4359	Other Electric Costs			
<b>HEALTH =</b> show detail below				
4411	Administration	1,941		1,941
4414	Pest Control	40,400	40,000	17,100
4415-4419	Health Agencies & Hosp. & Other	46,996		42,381
<b>WELFARE =</b> show detail below				
4441-4442	Administration & Direct Assist.	21,750		13,550
4444	Intergovernmental Welfare Pymts			
4445-4449	Vendor Payments & Other			
<b>CULTURE &amp; RECREATION =</b> show detail below				
4520-4529	Parks & Recreation	353,670		320,127
4550-4559	Library	816,434	(4,552)	820,128
4583	Patriotic Purposes	9,000		8,482
4589	Other Culture & Recreation	455		
<b>CONSERVATION =</b> show detail below				
4611-4612	Admin. & Purch. of Nat. Resources	8,000	(2,300)	5,769
4619	Other Conservation			
4631-4632	Redevelopment and Housing			
4651-4659	Economic Development			
<b>DEBT SERVICE =</b> show detail below				
4711	Princ.- Long Term Bonds & Notes	560,823		510,822
4721	Interest-Long Term Bonds & Notes	232,781		136,018
4723	Int. on Tax Anticipation Notes			
4790-4799	Other Debt Service			
Page Sub-Totals		2,092,250	33,148	1,876,317

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)
4550	FY13 Encumbrances
4611	FY13 Encumbrances

1	2	3	4	5
Acct. #	EXPENDITURE	Voted Appropriations Final MS-2	Other Authorizations* Explain Below	Actual Expenditures
<b>CAPITAL OUTLAY</b> show detail below				
4901	Land			
4902	Machinery, Vehicles & Equipment		26,134	28,720
4903	Buildings			
4909	Improvements Other Than Bldgs.			
<b>OPERATING TRANSFERS OUT</b> show detail below				
4912	To Special Revenue Fund			
4913	To Capital Projects Fund			
4914	To Enterprise Fund			
	- Sewer			
	- Water			
	- Electric			
	- Airport			
4915	To Capital Reserve Fund	52,000	52,000	52,000
4916	To Expend.Trust Fund - not #4917			
4917	To Health Maint. Trust Funds			
4918	To Nonexpendable Trust Funds			
4919	To Fiduciary Funds			
Page Sub-Totals		52,000	78,134	80,720
Total Local Expenditure Sub-Totals		11,225,361	455,749	10,951,062
<b>PAYMENTS TO OTHER GOVERNMENTS</b>				
4931	Taxes Assessed for County			1,825,243
4932	Taxes Assessed for Village Dist.			
4933	Taxes Assessed for Local Educ.			27,598,859
4934	Taxes Assessed for State Educ.			4,004,453
4939	Payments to Other Governments			
Less Proprietary Funds, Special Revenue Funds, or Capital Project Funds				
<b>TOTAL GENERAL FUND EXPENDITURES</b>		<b>11,225,361</b>	<b>455,749</b>	<b>44,379,617</b>

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust, transfers)
4902	Approved by BOS on Dec 3, 2012 to purchase a wood chipper from highway capital reserve funds

NH law requires all municipalities to gross appropriate. Full disclosure of those appropriations and offsetting revenues are required on this report. Those amounts accounted for in proprietary or other funds are subtracted from this report for purposes of general fund balance sheet disclosure.

**NOTE:** See Page 10 for revolving funds and the municipality's audited financials for more information on proprietary funds, special revenue funds, or capital project funds.

			Amherst	
			0	Reporting Year
			6/30/13	Op FY Reporting Year
1	2	3	4	
Acct. #	SOURCE OF REVENUE	Estimated Revenues Used to Set Tax Rate	Actual Revenues	
	<b>TAXES</b>			
3110	Property Taxes (commitment less overlay)		<b>40,624,603</b>	
3120	Land Use Change Taxes - General Fund	50,000		
3121	Land Use Change Taxes - Conservation Fund			
3180	Resident Taxes			
3185	Yield Taxes	3,000	2,782	
3186	Payment in Lieu of Taxes	27,070	28,798	
3187	Excavation Tax (\$.02 cents per cu yd)			
3189	Other Taxes		2,566	
3190	Interest & Penalties on Delinquent Taxes	147,000	194,602	
	Inventory Penalties			
	<b>LICENSES, PERMITS &amp; FEES</b>			
3210	Business Licenses & Permits	162,500	180,700	
3220	Motor Vehicle Permit Fees	2,051,200	2,185,999	
3230	Building Permits	104,700	98,616	
3290	Other Licenses, Permits & Fees	20,250	24,739	
3311-3319	<b>From Federal Government</b>			
	<b>FROM STATE</b>			
3351	Shared Revenues			
3352	Meals & Rooms Tax Distribution	501,092	501,012	
3353	Highway Block Grant	277,674	276,938	
3354	Water Pollution Grant			
3355	Housing & Community Development			
3356	State & Federal Forest Land Reimbursement		13	
3357	Flood Control Reimbursement			
3359	Other (Including Railroad Tax)	44	97,664	
3379	<b>From Other Governments</b>	75,000	82,357	
	<b>CHARGES FOR SERVICES</b>			
3401-3406	Income from Departments	370,164	418,430	
3409	Other Charges			
	<b>MISCELLANEOUS REVENUES</b>			
3501	Sale of Municipal Property	4,000		
3502	Interest on Investments	5,000	17,656	
3503-3509	Other	5,000	6,569	
	<b>INTERFUND OPERATING TRANSFERS IN</b>			
3912	From Special Revenue Funds		69,574	
3913	From Capital Projects Funds			
3914	From Enterprise Funds			
	Sewer - (Offset)			
	Water - (Offset)			
	Electric - (Offset)			
	Airport - (Offset)			
3915	From Capital Reserve Funds		26,134	
3916	From Trust & Fiduciary Funds			
3917	Transfers from Conservation Fund			
	<b>OTHER FINANCING SOURCES</b>			
3934	Proceeds from Long Term Bonds & Notes			
Less Proprietary Funds, Special Revenue Funds, or Capital Project Funds				
<b>TOTAL GENERAL FUND REVENUE</b>		3,803,694	44,839,752	

NOTE: NH law requires all municipalities to gross appropriate. Full disclosure of those appropriations and offsetting revenues are required on this report. Those revenues accounted for in proprietary or other funds are subtracted from this report for purposes of general fund balance sheet disclosure. See the municipality's audited financials for more information on proprietary funds, special revenue funds, or capital project funds. Also see supplemental schedule on page 10.

General Fund Balance Sheet for Town/City of		Amherst	0
		or Optional Reporting Year = 6/30/13	
<b>A. ASSETS</b>	Acct. #	Beginning of Year	End of year
<b>Current assets</b>	(a)	(b)	(c)
a. Cash and equivalents	1010	15,760,037	14,008,488
b. Investments	1030	1,051,592	1,152,025
c. Restricted Assets		8,369	8,369
d. Taxes receivable	1080	4,991,671	5,470,222
e. Tax liens receivable	1110	1,110,224	455,032
f. Accounts receivable	1150	156,233	312,716
g. Due from other governments	1260	3,298	50,381
h. Due from other funds	1310	1,285,375	4,242,484
i. Other current assets	1400	29,194	63,147
j. Tax deeded property (subject to resale)	1670	10,923	10,923
<b>TOTAL ASSETS</b>		<b>24,406,916</b>	<b>25,773,787</b>
<b>B. LIABILITIES AND FUND EQUITY</b>	Acct. #	Beginning of Year	End of year
<b>Current liabilities</b>	(a)	(b)	(c)
a. Warrants and accounts payable	2020	903,164	648,080
b. Compensated absences payable	2030	284,795	272,197
c. Contracts payable	2050	21,017	21,017
d. Due to other governments	2070	1,605	793
e. Due to school districts	2075		
f. Due to other funds	2080	460,009	1,028,038
g. Deferred revenue	2220	20,235,266	20,842,467
h. Notes payable - Current	2230		
i. Bonds payable - Current	2250		
j. Other payables	2270	8,369	8,369
<b>TOTAL CURRENT LIABILITIES</b>		<b>21,914,225</b>	<b>22,820,961</b>
<b>Fund equity *</b>			
a. Nonspendable Fund Balance	2440	29,194	29,194
b. Restricted Fund Balance	2450	14,231	14,231
c. Committed Fund Balance	2460	19,088	19,088
d. Assigned Fund Balance	2490	314,113	65,872
e. Unassigned Fund Balance	2530	2,116,065	2,824,441
<b>TOTAL FUND EQUITY</b>		<b>2,492,691</b>	<b>2,952,826</b>
<b>3. TOTAL LIABILITIES AND FUND EQUITY</b>		<b>24,406,916</b>	<b>25,773,787</b>

\*Note: To be GASB 54 compliant, the fund balance classifications have changed. See tab called Fund Balance Explanation.

**NOTE:** NH law requires all municipalities to gross appropriate, but this balance sheet only reflects the general fund. See the municipality's audited financials for more information on proprietary funds, special revenue, or capital project funds.

MS-5	<b>RECONCILIATION</b> <i>(to assist in balance sheet preparation)</i>				
<b>A. GENERAL FUND BALANCE SHEET RECONCILIATION</b>					
	Total Revenues From Page 5		44,839,752		
	Less Expenditures From Page 4		44,379,617		
	Increase (decrease)		460135		
	Ending Fund Equity From Balance Sheet		2,952,826		These cells should be equal
	Less Beginning Fund Equity From Balance Sheet		2,492,691		
	Increase (decrease)		460135		
<b>B. RECONCILIATION OF SCHOOL DISTRICT LIABILITY ACCT. #2075</b>			<b>Amount</b>		
	1. School district liability at beg. of year <i>(From balance sheet Acct # 2075, column b)</i>			-	
	2. ADD: School district assessment for current year			31,603,312	
	3. TOTAL LIABILITY WITHIN CURRENT YEAR <i>(Sum of lines 1 and 2)</i>			31,603,312	
	4. SUBTRACT: Payments made to school district			< 31,603,312 >	
	<i>(To balance sheet Acct # 2075, column c)</i>			-	
<b>C. RECONCILIATION OF TAX ANTICIPATION NOTES</b>			<b>Amount</b>		
	1. Short-term (TANS) debt at beginning of year	\$		-	
	2. ADD: New issues during current year			-	
	3. SUBTRACT: Issues retired during current year	<		-	>
	4. Short-term (TANS) debt outstanding at end of year <i>(Lines 1 + 2 - 3)</i> <i>(To balance sheet in Acct # 2230, column c)</i>			-	
<b>**SAMPLE FIGURES USED FOR ILLUSTRATION. USE THE MUNICIPALITY'S ACTUAL FIGURES**</b>					

Reporting Year = 0

Op FY Reporting Year = 6/30/13

AMORTIZATION OF LONG-TERM DEBT (including proprietary and capital project funds)									
Description	Original obligation	Purpose	Annual installment	Interest rate	Date 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
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)
Tanker	\$ 291,567	Tanker	\$ 29,157	4.45	Jul-16	\$ 145,782	\$ -	\$ 29,155	\$ 116,627
Lindabury Apple Orchard	400,000	Land	40,000	4.02	Mar-13	40,000	-	40,000	-
Joppa Hill	442,000	Land	45,000	4.02	Dec-12	40,000	-	40,000	-
Austin Road	300,000	Land	30,000	3.56	Oct-17	180,000	-	30,000	150,000
Spring Road	500,000	Road Recontsr	50,000	3.02	Aug-20	450,000	-	50,000	400,000
Road Bond - 2011	1,825,000	Road Recontsr	121,667	3.67	Jun-26	589,601	1,113,732	121,667	1,581,666
Baboosic Lake Septic - Ph I	132,272	Sewer*	13,227	4.45	Jul-16	66,140	-	13,227	52,913
Baboosic Lake Septic - Ph II	178,500	Sewer*	11,900	3.56	Sep-22	130,900	-	11,900	119,000
Baboosic Lake Septic - Ph III	170,700	Sewer*	11,380	3.17	Aug-25	159,320	-	11,380	147,940
Baboosic Lake Septic - Ph IV	258,039	Sewer*	8,647	0.91	Apr-26	121,058	-	17,294	103,764
Road Bond - 2012	2,000,000	Road Recontsr	200,000	2.95	Jun-22	750,000	1,250,000	200,000	1,800,000
Road Bond - 2013	2,000,000	Road Recontsr	200,000	2.25	Jun-23	-	-	-	-
<b>TOTAL-----&gt;</b>	<b>\$ 8,498,078</b>					<b>\$ 2,672,801</b>	<b>\$ 2,363,732</b>	<b>\$ 564,623</b>	<b>\$ 4,471,910</b>
Remarks									
* These sewer bonds are accounted for in the Sewer Enterprise Fund.									

Please provide information regarding revenues, expenditures, and outstanding balances for Conservation Fund and each revolving fund under RSA 31:95-d.

[illegible]

# BUDGET OF THE TOWN

OF: AMHERST

Appropriations and Estimates of Revenue for the Ensuing Year January 1, \_\_\_\_\_ to December 31, \_\_\_\_\_

or Fiscal Year From July 1, 2014 to June 30, 2015

## IMPORTANT:

Please read RSA 32:5 applicable to all municipalities.

1. Use this form to list the operating budget and all special and individual warrant articles in the appropriate recommended and not recommended area. All proposed appropriations must be on this form.
2. Hold at least one public hearing on this budget.
3. When completed, a copy of the budget must be posted with the warrant. Another copy must be placed on file with the town clerk, and a copy sent to the Department of Revenue Administration at the address below within 20 days after the meeting.

This form was posted with the warrant on (Date): January 21, 2014

### GOVERNING BODY (SELECTMEN)

*Please sign in ink.*

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.

Dugan B.  
Brian G. Johnson  
Theresa M. White

John D. Angelo  
Mike Sklar

**THIS BUDGET SHALL BE POSTED WITH THE TOWN WARRANT**

FOR DRA USE ONLY

NH DEPARTMENT OF REVENUE ADMINISTRATION  
 MUNICIPAL SERVICES DIVISION  
 P.O. BOX 487, CONCORD, NH 03302-0487  
 (603)271-3397

1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	OP Bud. Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
<b>GENERAL GOVERNMENT</b>						
			<b>7/1/2012</b>	<b>6/30/2013</b>	<b>7/1/2014</b>	
4130-4139	Executive		326,031	306,536	318,965	
4140-4149	Election,Reg.& Vital Statistics		129,555	138,760	135,222	
4150-4151	Financial Administration		260,619	277,612	287,108	
4152	Revaluation of Property		178,783	174,603	173,074	
4153	Legal Expense		76,000	114,299	89,001	
4155-4159	Personnel Administration		162,226	138,975	187,568	
4191-4193	Planning & Zoning		237,967	284,066	287,688	
4194	General Government Buildings		273,917	301,676	304,770	
4195	Cemeteries		46,144	49,822	44,465	
4196	Insurance		87,008	78,097	106,371	
4197	Advertising & Regional Assoc.					
4199	Other General Government					
<b>PUBLIC SAFETY</b>						
4210-4214	Police		2,114,180	2,020,048	2,215,710	
4215-4219	Ambulance		494,956	540,561	621,725	
4220-4229	Fire		490,637	535,178	590,367	
4240-4249	Building Inspection					
4290-4298	Emergency Management		87,715	96,507	9,115	
4299	Other (Incl. Communications)		379,195	334,595	374,586	
<b>AIRPORT/AVIATION CENTER</b>						
4301-4309	Airport Operations					
<b>HIGHWAYS &amp; STREETS</b>						
4311	Administration		367,014	373,787	354,507	
4312	Highways & Streets		2,750,846	2,706,903	2,706,264	
4313	Bridges					
4316	Street Lighting		26,680	23,334	24,465	
4319	Other					
<b>SANITATION</b>						
4321	Administration					
4323	Solid Waste Collection		300,908	311,293	343,080	
4324	Solid Waste Disposal		290,730	231,167	251,890	
4325	Solid Waste Clean-up					
4326-4329	Sewage Coll. & Disposal & Other					

1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	OP Bud. Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
<b>WATER DISTRIBUTION &amp; TREATMENT</b>			<b>7/1/2012</b>	<b>6/30/2013</b>	<b>7/1/2014</b>	
4331	Administration					
4332	Water Services					
4335-4339	Water Treatment, Conserv.& Other					
<b>ELECTRIC</b>						
4351-4352	Admin. and Generation					
4353	Purchase Costs					
4354	Electric Equipment Maintenance					
4359	Other Electric Costs					
<b>HEALTH</b>						
4411	Administration		1,941	1,941	2,002	
4414	Pest Control		40,400	1,900	401	
4415-4419	Health Agencies & Hosp. & Other		46,996	42,381	45,000	
<b>WELFARE</b>						
4441-4442	Administration & Direct Assist.		21,750	13,550	31,702	
4444	Intergovernmental Welfare Pymts					
4445-4449	Vendor Payments & Other					
<b>CULTURE &amp; RECREATION</b>						
4520-4529	Parks & Recreation		353,670	320,127	371,677	
4550-4559	Library		816,434	820,128	845,087	
4583	Patriotic Purposes		9,000	8,482	8,500	
4589	Other Culture & Recreation		455		1,420	
<b>CONSERVATION</b>						
4611-4612	Admin.& Purch. of Nat. Resources		8,000	5,769	8000	
4619	Other Conservation					
<b>DEVELOPMENT</b>						
4631-4632	Redevelopment and Housing					
4651-4659	Economic Development					
<b>DEBT SERVICE</b>						
4711	Princ.- Long Term Bonds & Notes		560,823	510,822	830,823	
4721	Interest-Long Term Bonds & Notes		232,781	136,018	203,802	
4723	Int. on Tax Anticipation Notes					
4790-4799	Other Debt Service					

1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	OP Bud. Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
<b>CAPITAL OUTLAY</b>			<b>7/1/2012</b>	<b>6/30/2013</b>	<b>7/1/2014</b>	
4901	Land					
4902	Machinery, Vehicles & Equipment					
4903	Buildings					
4909	Improvements Other Than Bldgs.					
<b>OPERATING TRANSFERS OUT</b>						
4912	To Special Revenue Fund					
4913	To Capital Projects Fund					
4914	To Enterprise Fund					
	- Sewer					
	- Water					
	- Electric					
	- Airport					
4918	To Nonexpendable Trust Funds					
4919	To Fiduciary Funds					
<b>OPERATING BUDGET TOTAL</b>			11,173,361	10,898,937	11,774,355	

Use page 5 for special and individual warrant articles.

**\*\*SPECIAL WARRANT ARTICLES\*\***

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) appropriation 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 nonlapsing or nontransferable article.

1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
			<b>7/1/2012</b>	<b>6/30/2013</b>	<b>7/1/2014</b>	
4915	To Capital Reserve Fund		\$52,000	\$52,000		
4916	To Exp.Tr.Fund					
4991	Fire Apparatus CRF	27			\$250,000	
4991	Assessing Revaluation CRF	28			\$25,000	
4991	Communication Ctr CRF	29			\$15,000	
4991	Computer System CRF	30			\$15,000	
4991	Highway Equipment/Vehicle CRF	32			\$300,000	
4991	Ambulance CRF	34			\$50,000	
<b>SPECIAL ARTICLES RECOMMENDED</b>			<b>\$52,000</b>		<b>\$655,000</b>	

**\*\*INDIVIDUAL WARRANT ARTICLES\*\***

"Individual" warrant articles are not necessarily 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.

1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
4210	Collective Bargaining Agreement	24			\$36,075	
4520	Playing Field Expansion	26			\$180,000	
4111	Mosquito control	31			\$40,000	
4324	Replacement Scale Purchase	33			\$70,000	
<b>INDIVIDUAL ARTICLES RECOMMENDED</b>					<b>\$326,075</b>	

1	2	3	4	5	6
Acct. #	SOURCE OF REVENUE	Warr. Art.#	Estimated Revenues Prior Year	Actual Revenues Prior Year	Estimated Revenues Ensuing Year
<b>TAXES</b>			<b>7/1/2012</b>	<b>6/30/2013</b>	<b>7/1/2014</b>
3120	Land Use Change Taxes - General Fund		50,000		
3180	Resident Taxes				
3185	Yield Taxes		3,000	2,782	5,000
3186	Payment in Lieu of Taxes		27,070	28,798	28,000
3189	Other Taxes		-	2,566	1,500
3190	Interest & Penalties on Delinquent Taxes		147,000	194,602	170,001
	Inventory Penalties				
3187	Excavation Tax (\$.02 cents per cu yd)				
<b>LICENSES, PERMITS &amp; FEES</b>					
3210	Business Licenses & Permits		162,500	180,700	172,500
3220	Motor Vehicle Permit Fees		2,051,200	2,185,999	2,167,000
3230	Building Permits		104,700	98,616	97,901
3290	Other Licenses, Permits & Fees		20,250	24,739	23,900
<b>3311-3319</b>	<b>FROM FEDERAL GOVERNMENT</b>				
<b>FROM STATE</b>					
3351	Shared Revenues				
3352	Meals & Rooms Tax Distribution		501,092	501,012	500,000
3353	Highway Block Grant		277,674	276,938	275,000
3354	Water Pollution Grant				
3355	Housing & Community Development				
3356	State & Federal Forest Land Reimbursement			13	8
3357	Flood Control Reimbursement				
3359	Other (Including Railroad Tax)		44	149,093	696
<b>3379</b>	<b>FROM OTHER GOVERNMENTS</b>		75,000	82,357	78,000
<b>CHARGES FOR SERVICES</b>					
3401-3406	Income from Departments		370,164	404,140	376,934
3409	Other Charges				
<b>MISCELLANEOUS REVENUES</b>					
3501	Sale of Municipal Property		4,000	-	3,504
3502	Interest on Investments		5,000	17,656	17,002
3503-3509	Other		5,000	9,981	5,600

1	2	3	4	5	6
Acct. #	SOURCE OF REVENUE	Warr. Art.#	Estimated Revenues Prior Year	Actual Revenues Prior Year	Estimated Revenues Ensuing Year
<b>INTERFUND OPERATING TRANSFERS IN</b>			<b>7/1/2012</b>	<b>6/30/2013</b>	<b>7/1/2014</b>
3912	From Special Revenue Funds			69,574	
3913	From Capital Projects Funds				
3914	From Enterprise Funds				
	Sewer - (Offset)				
	Water - (Offset)				
	Electric - (Offset)				
	Airport - (Offset)				
3915	From Capital Reserve Funds			26,134	
3916	From Trust & Fiduciary Funds				
3917	Transfers from Conservation Funds				
<b>OTHER FINANCING SOURCES</b>					
3934	Proc. from Long Term Bonds & Notes				
	Amount Voted From Fund Balance				
	Estimated Fund Balance to Reduce Taxes		200,000		
<b>TOTAL ESTIMATED REVENUE &amp; CREDITS</b>			4,003,694	4,255,700	3,922,546

**\*\*BUDGET SUMMARY\*\***

	Prior Year	Ensuing Year
Operating Budget Appropriations Recommended (from page 4)	11,173,361	11,774,355
Special Warrant Articles Recommended (from page 5)	52,000	655,000
Individual Warrant Articles Recommended (from page 5)	-	326,075
TOTAL Appropriations Recommended	11,225,361	12,755,430
Less: Amount of Estimated Revenues & Credits (from above)	(4,003,694)	(3,922,546)
Estimated Amount of Taxes to be Raised	7,221,667	8,832,884

# DEFAULT BUDGET OF THE TOWN

OF: AMHERST

For the Ensuing Year January 1, \_\_\_\_\_ to December 31, \_\_\_\_\_

or Fiscal Year From July 1, 2014 to June 30, 2015

RSA 40:13, IX (b) "Default budget" as used in this subdivision means the amount of the same appropriations as contained in the operating budget authorized for the previous year, reduced and increased, as the case may be, by debt service, contracts, and other obligations previously incurred or mandated by law, and reduced by one-time expenditures contained in the operating budget. For the purposes of this paragraph, one-time expenditures shall be appropriations not likely to recur in the succeeding budget, as determined by the governing body, unless the provisions of RSA 40:14-b are adopted, of the local political subdivision.

1. Use this form to list the default budget calculation in the appropriate columns.
2. Post this form or any amended version with proposed operating budget (MS-6 or MS-7) and the warrant.
3. Per RSA 40:13, XI, (a), the default budget shall be disclosed at the first budget hearing.

## GOVERNING BODY (SELECTMEN)

or

Budget Committee if RSA 40:14-b is adopted

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.

Dwight R.  
Brad Johnson  
Thad Bell

John D'Angelo  
Mike Smith

NH DEPARTMENT OF REVENUE ADMINISTRATION  
 MUNICIPAL SERVICES DIVISION  
 P.O. BOX 487, CONCORD, NH 03302-0487  
 (603)230-5090

Default Budget - Town of Amherst FY 2015

1	2	3	4	5	6
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	Prior Year Adopted Operating Budget	Reductions & Increases	Minus 1-Time Appropriations	DEFAULT BUDGET
<b>GENERAL GOVERNMENT</b>					
4130-4139	Executive	372,238			372,238
4140-4149	Election, Reg. & Vital Statistics	132,409			132,409
4150-4151	Financial Administration	248,778			248,778
4152	Revaluation of Property	167,959			167,959
4153	Legal Expense	69,001			69,001
4155-4159	Personnel Administration	156,575			156,575
4191-4193	Planning & Zoning	286,988			286,988
4194	General Government Buildings	301,957			301,957
4195	Cemeteries	45,910			45,910
4196	Insurance	86,333			86,333
4197	Advertising & Regional Assoc.				
4199	Other General Government				
<b>PUBLIC SAFETY</b>					
4210-4214	Police	2,186,325	10,495		2,196,820
4215-4219	Ambulance	527,599			527,599
4220-4229	Fire	504,807			504,807
4240-4249	Building Inspection				-
4290-4298	Emergency Management	7,715			7,715
4299	Other (Incl. Communications)	373,798			373,798
<b>AIRPORT/AVIATION CENTER</b>					
4301-4309	Airport Operations				
<b>HIGHWAYS &amp; STREETS</b>					
4311	Administration	363,455			363,455
4312	Highways & Streets	2,747,812			2,747,812
4313	Bridges				-
4316	Street Lighting	30,008			30,008
4319	Other				
<b>SANITATION</b>					
4321	Administration				
4323	Solid Waste Collection	334,549	8,532		343,081
4324	Solid Waste Disposal	261,005			261,005
4325	Solid Waste Clean-up				
4326-4329	Sewage Coll. & Disposal & Other				

Default Budget - Town of Amherst FY 2015

1	2	3	4	5	6
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	Prior Year Adopted Operating Budget	Reductions & Increases	Minus 1-Time Appropriations	DEFAULT BUDGET
<b>WATER DISTRIBUTION &amp; TREATMENT</b>					
4331	Administration				
4332	Water Services				
4335-4339	Water Treatment, Conserv.& Other				
<b>ELECTRIC</b>					
4351-4352	Admin. and Generation				
4353	Purchase Costs				
4354	Electric Equipment Maintenance				
4359	Other Electric Costs				
<b>HEALTH</b>					
4411	Administration	1,944			1,944
4414	Pest Control	401			401
4415-4419	Health Agencies & Hosp. & Other	45,000			45,000
<b>WELFARE</b>					
4441-4442	Administration & Direct Assist.	21,702			21,702
4444	Intergovernmental Welfare Pymnts				
4445-4449	Vendor Payments & Other				
<b>CULTURE &amp; RECREATION</b>					
4520-4529	Parks & Recreation	367,426			367,426
4550-4559	Library	820,338			820,338
4583	Patriotic Purposes	8,500			8,500
4589	Other Culture & Recreation	255			255
<b>CONSERVATION</b>					
4611-4612	Admin.& Purch. of Nat. Resources	8,000			8,000
4619	Other Conservation				
4631-4632	REDEVELOPMENT & HOUSING				
4651-4659	ECONOMIC DEVELOPMENT				
<b>DEBT SERVICE</b>					
4711	Princ.- Long Term Bonds & Notes	630,823	200,000		830,823
4721	Interest-Long Term Bonds & Notes	177,569	26,233		203,802
4723	Int. on Tax Anticipation Notes				
4790-4799	Other Debt Service				

Default Budget - Town of Amherst FY 2015

1	2	3	4	5	6
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	Prior Year Adopted Operating Budget	Reductions & Increases	Minus 1-Time Appropriations	DEFAULT BUDGET
<b>CAPITAL OUTLAY</b>					
4901	Land				
4902	Machinery, Vehicles & Equipment				
4903	Buildings				
4909	Improvements Other Than Bldgs.				
<b>OPERATING TRANSFERS OUT</b>					
4912	To Special Revenue Fund				
4913	To Capital Projects Fund				
4914	To Enterprise Fund				
	Sewer-				
	Water-				
	Electric-				
	Airport-				
4917	To Health Maint. Trust Funds				
4918	To Nonexpendable Trust Funds				
4919	To Fiduciary Funds				
<b>TOTAL</b>		11,287,179	245,260	-	11,532,439

Please use the box below to explain increases or reductions in columns 4 & 5.

Acct #	Explanation for Increases	Acct #	Explanation for Reductions
4210	Collective bargaining agreement health insurance		
4323	Contractual increase		
4711	Debt Obligation		
4721	Interest Obligation		

MS-9 CRF  
REPORT OF THE TRUSTEES OF TRUST FUNDS FOR THE TOWN OF AMHREST, NH  
FOR PERIOD ENDING JUNE 30, 2014  
CAPITAL RESERVE FUNDS (ACCOUNT NUMBER XXXXX25)  
AS OF: JULY 31, 2013

NAME OF FUND	PRINCIPAL AND INCOME						YEAR TO DATE TOTALS		
	BEGINNING BALANCE	FUNDS ADDED	FUNDS EXPENDED	MONTHLY INCOME	ENDING BALANCE	% ENDING	NEW FUNDS	FUNDS EXPENDED	INCOME
<b>Town of Amherst</b>									
HIGHWAY EQUIPMENT FUND	16,682.32	0.00	0.00	0.14	16,682.46	1.03%	0.00	0.00	0.14
HIGHWAY VEHICLE FUND	219.05	0.00	0.00	0.00	219.05	0.01%	0.00	0.00	0.00
RESCUE SQUAD FUND	23,422.69	0.00	0.00	0.19	23,422.88	1.45%	0.00	0.00	0.19
CEMETERY FUND	14,282.21	0.00	0.00	0.12	14,282.33	0.88%	0.00	0.00	0.12
ZONING VEHICLE FUND	2,610.43	0.00	0.00	0.02	2,610.45	0.16%	0.00	0.00	0.02
RECREATION FUND	1,971.30	0.00	0.00	0.02	1,971.32	0.12%	0.00	0.00	0.02
AMBULANCE FUND	148,934.16	50,000.00	0.00	1.22	198,935.38	12.28%	50,000.00	0.00	1.22
SALT BARN FUND	5,506.84	0.00	0.00	0.05	5,506.89	0.34%	0.00	0.00	0.05
FIRE SPRINKLER FUND	1,487.89	0.00	0.00	0.01	1,487.90	0.09%	0.00	0.00	0.01
FIRE TRUCK FUND	158,619.71	200,000.00	0.00	1.30	358,621.01	22.15%	200,000.00	0.00	1.30
RADIO CONVERSION FUND	63.06	0.00	0.00	0.00	63.06	0.00%	0.00	0.00	0.00
LIBRARY FACILTY EXPANSION FUND	169,124.84	0.00	0.00	1.39	169,126.23	10.44%	0.00	0.00	1.39
ASSESSING REVALUATION FUND	14.96	33,000.00	0.00	0.00	33,014.96	2.04%	33,000.00	0.00	0.00
FOREST VIEW CEMETERY DESIGN	2,757.31	0.00	0.00	0.02	2,757.33	0.17%	0.00	0.00	0.02
MASTER PLAN FUND	1,132.18	0.00	0.00	0.01	1,132.19	0.07%	0.00	0.00	0.01
COMPUTER SYSTEM	38,041.70	15,000.00	0.00	0.31	53,042.01	3.28%	15,000.00	0.00	0.31
ANNIVERSARY CELEBRATION	1,184.83	0.00	0.00	0.01	1,184.84	0.07%	0.00	0.00	0.01
COMMUNICATION FUND	35,134.92	15,000.00	0.00	0.29	50,135.21	3.10%	15,000.00	0.00	0.29
RECREATION FIELD ACQ/CONSTR FD	16,334.03	0.00	0.00	0.13	16,334.16	1.01%	0.00	0.00	0.13
BRIDGE REPLACEMENT FUND	20,073.78	0.00	0.00	0.17	20,073.95	1.24%	0.00	0.00	0.17
FORESTVIEW CEMETERY EXP FUND	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
STRUCTUAL REPAIR	0.00	287,000.00	0.00	0.00	287,000.00	17.72%	287,000.00	0.00	0.00
<b>Amherst School District</b>									
ASD CAPITAL FACILITIES FD	96,591.20	0.00	0.00	0.79	96,591.99	5.96%	0.00	0.00	0.79
<b>Souhegan Co-op School District</b>									
SCHOOL UNFUNDED LIABILITIES	51,312.73	0.00	0.00	0.42	51,313.15	3.17%	0.00	0.00	0.42
SCHOOL MAINTENANCE FUND	213,886.41	0.00	0.00	1.77	213,888.18	13.21%	0.00	0.00	1.77
<b>TOTALS</b>	<b>1,019,388.55</b>	<b>600,000.00</b>	<b>0.00</b>	<b>8.38</b>	<b>1,619,396.93</b>	<b>100.00%</b>	<b>600,000.00</b>	<b>0.00</b>	<b>8.38</b>

# REPORT OF TRUST AND CAPITAL RESERVE FUNDS

\$4,383,401.06

Please insert the total of **ALL** funds here

## Town of Amherst For Year Ended 06/30/13

### CERTIFICATE

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.

Peter F. Bergin Peter F. Bergin

Kenneth R. Sheldon Kenneth R. Sheldon Signed by the Trustees of Trust Funds

Lori Mix Lori Mix

on this date Oct 8, 2013

Print and sign

### REMINDERS FOR TRUSTEES

**1. SIGNATURES** - Print and sign on lines provided above.

**2. INVESTMENT POLICY** - RSA 31:25 requires the trustees to adopt an investment policy and review and confirm this policy at least annually. A copy of this policy must be filed with the Director of Charitable Trusts (RSA 31:25, 34:5, 35:9).

**3. PROFESSIONAL BANKING AND BROKERAGE ASSISTANCE** - RSA 31:38-a enables you to have a professional banking or brokerage firm assist you in performing your trustee duties. Refer to the law for further information. Attributable expenses may be charged against the trust fund involved, however, please be advised the fees can be taken from income only and not from principal.

**4. WEB SITE** - A trustee handbook can be down loaded from the web site for the Attorney General's Charitable Trust Division. [www.doj.nh.gov/charitable](http://www.doj.nh.gov/charitable)

**5. FAIR VALUE** - Fold and complete page 4 to disclose the fair value (market value) of principal only. This information may be obtained from financial publications or from your professional banker or broker.

**6. CAPITAL RESERVE FUND** - Must be kept in a separate account and not intermingled with any other funds of the municipality (RSA 35:9).

**7. WHEN and WHERE TO FILE** - By March 1 if filing for a calendar year and by September 1 if filing for optional fiscal year. See addresses on page 4 of this form. If you hold funds for the school, the school business administrator will also need a copy for the school's financial report.

### FOR DRA USE ONLY

State of New Hampshire  
Department of Revenue Administration  
Municipal Services Division  
PO Box 487, Concord, NH 03302-0487  
(603) 230-5090

MS-9  
Rev. 12/11

**REPORT OF TRUST FUNDS. TOWN OF AMHERST NH: JUNE 30, 2013**  
**MS-9 REPORT FOR STATE OF NEW HAMPSHIRE**

July 1, 2012 to June 30, 2013

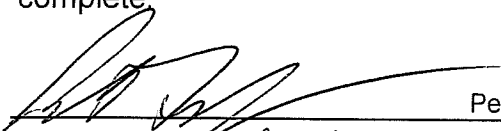
DATE OF CREATION	NAME OF TRUST FUND	PURPOSE	HOW INVESTED	Principal						Income				GRAND TOTAL PRINC & INC JUNE 30, 2013	START OF YEAR FAIR VALUE JULY 1, 2012	END OF YEAR FAIR VALUE JUNE 30, 2013	
				BALANCE BEGIN OF YEAR	NEW FUNDS CREATED	CASH GAIN OR LOSSES	FEEs	WITH- DRAWALS	BALANCE END OF YEAR	BALANCE BEGIN OF YEAR	INCOME DURING YEAR %	EXPENDED DURING YEAR	BALANCE END OF YEAR				
				(JULY 1, 2012)					JUNE 30, 2013	(JULY 1, 2012)	AMOUNT		JUNE 30, 2013				
1927	EMMA L. CLARK	LIBRARY	Cm Stock, Muni Bds, Money Mkt	7,024.69	-	851.46	(21.85)	-	7,854.30	1,159.30	0.0034	211.71	-	1,384.15	9,238.45	7,937.67	9,825.37
1945	JAMES DAY	LIBRARY	Cm Stock, Muni Bds, Money Mkt	83,957.14	-	10,176.60	(261.09)	-	93,872.65	13,882.73	0.0404	2,530.30	-	16,569.11	110,441.76	94,868.76	117,458.19
1923	FANNIE PARSONS FRENCH	LIBRARY	Cm Stock, Muni Bds, Money Mkt	14,005.77	-	1,697.67	(43.55)	-	15,659.89	2,311.43	0.0067	422.09	-	2,759.40	18,419.29	15,826.05	19,589.48
1902	GEORGE W. GEORGE	LIBRARY	Cm Stock, Muni Bds, Money Mkt	7,019.68	-	850.86	(21.83)	-	7,848.71	1,158.49	0.0034	211.55	-	1,383.18	9,231.89	7,932.01	9,818.39
1928	EDMUND M. PARKER	LIBRARY	Cm Stock, Muni Bds, Money Mkt	14,005.77	-	1,697.67	(43.55)	-	15,659.89	2,311.43	0.0067	422.09	-	2,759.40	18,419.29	15,826.05	19,589.48
1957	ANNA H. BOARDMAN	LIBRARY	Cm Stock, Muni Bds, Money Mkt	23,080.90	-	2,797.68	(71.78)	-	25,806.80	3,809.09	0.0111	695.62	-	4,547.59	30,354.39	26,080.64	32,282.82
1985	JENNIFER CARLSMITH	LIBRARY	Cm Stock, Muni Bds, Money Mkt	661.44	-	80.17	(2.06)	-	739.55	109.17	0.0003	19.92	-	130.25	869.80	747.41	925.06
1985	HONORA. SPALDING	LIBRARY	Cm Stock, Muni Bds, Money Mkt	2,558.03	-	310.07	(7.95)	-	2,860.15	422.13	0.0012	77.10	-	503.87	3,364.02	2,890.49	3,577.73
1985	LAURA & JAMES WANLESS	LIBRARY	Cm Stock, Muni Bds, Money Mkt	3,532.09	-	428.13	(10.98)	-	3,949.24	582.92	0.0017	106.45	-	695.94	4,645.18	3,991.14	4,940.29
1988	HERBERT BOUTELLE	LIBRARY	Cm Stock, Muni Bds, Money Mkt	3,312.07	-	401.47	(10.30)	-	3,703.24	546.58	0.0016	99.81	-	652.57	4,355.81	3,742.53	4,632.54
1942	DAVID E. FISK	HIGHWAY	Cm Stock, Muni Bds, Money Mkt	21,010.99	-	2,546.79	(65.34)	-	23,492.44	5,777.30	0.0101	633.23	-	6,449.55	29,941.99	23,741.71	31,844.22
1867	AARON LAWRENCE	SCHOOL	Cm Stock, Muni Bds, Money Mkt	21,010.99	-	2,546.79	(65.34)	-	23,492.44	1,623.76	0.0101	633.23	(200.00)	2,096.01	25,588.45	23,741.71	27,214.10
1867	SARAH L. LAWRENCE	SCHOOL	Cm Stock, Muni Bds, Money Mkt	7,019.66	-	850.86	(21.83)	-	7,848.69	889.21	0.0034	211.55	-	1,113.90	8,962.59	7,931.98	9,531.98
1894	ISAAC SPALDING	SCHOOL	Cm Stock, Muni Bds, Money Mkt	124,293.02	-	15,065.78	(386.53)	-	138,972.27	53,446.24	0.0597	3,745.96	-	57,423.23	196,395.50	140,446.96	208,872.62
1964	BRADFORD-LONG-MILES SULLIVAN SCHL	SCHOOL	Cm Stock, Muni Bds, Money Mkt	175,912.71	-	21,322.68	(547.05)	-	196,688.34	1,606.63	0.0845	5,301.66	(2,800.00)	4,435.13	201,123.47	198,775.49	213,900.96
1976	EDWARD A. CONTI MEMORIAL SCHOLARSHIP	SCHOOL	Cm Stock, Muni Bds, Money Mkt	110,453.91	-	13,388.31	(343.50)	-	123,498.72	4,263.29	0.0531	3,328.85	(2,500.00)	5,297.28	128,796.00	124,809.22	136,978.49
VAR.	JOSEPHINE HARE MEMORIAL	SCHOOL	Cm Stock, Muni Bds, Money Mkt	5,807.40	-	703.93	(18.06)	-	6,493.27	2,177.59	0.0028	175.01	-	2,363.42	8,856.69	6,562.17	9,419.36
1996	RICHARD W MERRILL SCHOLARSHIP	SCHOOL	Cm Stock, Muni Bds, Money Mkt	310,341.46	-	37,617.04	(965.10)	-	346,993.40	23,236.77	0.1492	9,353.07	(7,500.00)	25,666.63	372,660.03	350,675.48	396,335.34
1998	DOROTHY DAVIS SCHOLARSHIP FD	SCHOOL	Cm Stock, Muni Bds, Money Mkt	109,714.52	-	13,298.68	(341.19)	-	122,672.01	2,459.42	0.0527	3,306.60	(2,000.00)	3,970.00	126,642.01	123,973.74	134,687.65
1932	GEORGE W. PUTNAM	CEMETERY	Cm Stock, Muni Bds, Money Mkt	14,005.77	-	1,697.67	(43.55)	-	15,659.89	14,587.04	0.0067	422.09	-	15,035.01	30,694.90	15,826.05	32,644.97
1938	ALICE M. WILKINS	CEMETERY	Cm Stock, Muni Bds, Money Mkt	28,008.63	-	3,394.97	(87.10)	-	31,316.50	29,008.15	0.0135	844.12	-	29,904.42	61,220.92	31,648.82	65,110.33
VAR.	OTHER	CEMETERY	Cm Stock, Muni Bds, Money Mkt	84,567.08	6,100.00	10,614.25	(280.92)	-	101,000.41	37,338.53	0.0419	2,629.42	(367.20)	39,759.15	140,759.56	95,557.98	149,702.09
VAR.	PERPETUAL CARE	CEMETERY	Cm Stock, Muni Bds, Money Mkt	739,160.90	-	89,594.98	(2,298.66)	-	826,457.22	119,537.28	0.3553	22,276.84	0.00	143,187.92	969,645.14	835,227.13	1,031,247.25
VAR.	SOUHEGAN COOPERATIVE FUND	SCHOOL	Cm Stock, Muni Bds, Money Mkt	167,513.22	-	20,304.52	(520.92)	-	187,296.82	55,994.82	0.0805	5,048.60	0.00	61,355.19	248,652.01	189,284.37	264,449.02
		SUB TOTAL		2,077,977.84	6,100.00	252,239.03	(6,480.03)	-	2,329,836.84	378,239.30	1.00	62,706.87	(15,367.20)	429,442.29	2,759,279.13	2,348,045.56	2,934,577.73
1987	CEMETERY LOTS	MAINTENANCE	CD, MONEY MKT	99,580.25	5,500.00	467.49	(325.06)	-	105,222.68	42,801.47	1.00	275.42	-	43,076.89	148,299.57	99,379.47	148,072.82
1993	BERTHA ROGERS FUND		MUNI BONDS, MONEY MKT	232,569.77	-	(3,733.08)	(636.49)	-	228,200.20	52,145.03	1.00	10,496.66	(8,950.00)	53,691.69	281,891.89	233,985.77	281,361.97
		GRAND TOTAL		2,410,127.86	11,600.00	248,973.44	(7,441.58)	-	2,663,259.72	473,185.80	3.00	73,478.95	(24,317.20)	526,210.87	3,189,470.59	2,681,410.80	3,364,012.52

# REPORT OF COMMON TRUST FUND INVESTMENTS

Town of Amherst For Year Ended 06/30/13

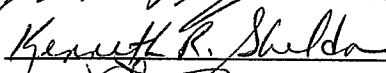
## CERTIFICATE

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.



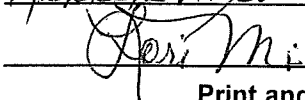
Peter F. Bergin

Signed by the Trustees of Trust Funds



Kenneth R. Sheldon on this date

8-Oct-13



Lori Mix

Print and sign

## REMINDERS FOR TRUSTEES

1. **SIGNATURES** - Print and sign on lines provided above.
2. **INVESTMENT POLICY** - RSA 31:25 requires the trustees to adopt an investment policy and review and confirm this policy at least annually. A copy of this policy must be filed with the Director of Charitable Trusts (RSA 31:25, 34:5, 35:9).
3. **PROFESSIONAL BANKING AND BROKERAGE ASSISTANCE** - RSA 31:38-a enables you to have a professional banking or brokerage firm assist you in performing your trustee duties. Refer to the law for further information. Attributable expenses may be charged against the trust funds involved, however, please be advised the fees can be taken from income only and not from principal.
4. **WEB SITE** - A trustee handbook can be down loaded from the web site for the Attorney General's Charitable Trust Division. [www.doj.nh.gov/charitable](http://www.doj.nh.gov/charitable).
5. **FAIR VALUE** - Fold and complete page 4 to disclose the fair value (market value) of principal only. This information may be obtained from financial publications or from your professional banker or broker.
6. **CAPITAL RESERVE FUND** - Must be kept in a separate account and not intermingled with any other funds of the municipality (RSA 35:9).
7. **WHEN and WHERE TO FILE** - By March 1 if filing for a calendar year and by September 1 if filing for optional fiscal year. See addresses on page 4 of this form. If you hold funds for the school, the school business administrator will also need a copy for the school's financial report.

## FOR DRA USE ONLY

State of New Hampshire  
Department of Revenue Administration  
Municipal Services Division  
PO Box 487, Concord, NH 03302-0487  
(603) 230-5090

MS-10  
Rev.12/11

**REPORT FOR TOWN OF AMHERST, BERTHA ROGERS AND CEMMETERY LOTS: PERIOD JULY 1, 2012 TO JUNE 30, 2013**  
**MS-10 REPORT FOR THE STATE OF NEW HAMPSHIRE**

		PRINCIPAL					INCOME			PRINCIPAL ONLY				
	HOW INVESTED	BALANCE		CAPITAL	PROCEEDS	GAINS/LOSSES	BALANCE	BALANCE	INCOME	EXPENDED	BALANCE	BEG OF YEAR	UNREALIZED	END OF YEAR
# SHS	DESCRIPTION OF INVESTMENT	BEG YEAR	PURCHASES	GAINS	FROM SALES	FROM SALES	END YEAR	BEG YEAR	RECEIVED	DURING YR	END YEAR	FAIR VALUE	ANNUAL GAINS	FAIR VALUE
BERTHA ROGERS														
0.000	BLACKROCK TEMP MONEY MARKET FUND	52,145.03	0.00	0.00	52,145.03	0.00	0.00		52.44			52,145.03	0.00	0.00
1200	FIDELITY INST MONEY MARKET TREASURY ONLY	0.00	56,117.97	0.00	0.00	0.00	56,117.97		2.93			0.00	0.00	56,117.97
FIXED INCOME														
1200	FEDERATED INSTITUTIONAL TR MUNI ULTRASHORT	0.00	12,072.00	0.00	0.00	0.00	12,072.00		4.94			0.00	0.00	12,036.00
100000	CITIGROUP INC SR UNSECD NT DUE 08/12/2014	106,044.00	0.00	0.00	0.00	(1,486.50)	104,557.50		6,375.00			107,044.20	0.00	105,528.00
100000	PFIZER NIC SR UNSECD NT DUE 03/15/2015	111,391.00	0.00	0.00	0.00	(2,246.58)	109,144.42		5,350.00			111,807.00	0.00	107,680.00
CEMETERY LOTS														
0.000	BLACKROCK TEMP MONEY MARKET FUND	42,801.47	0.00	0.00	42,801.47	0.00	0.00		35.89			42,801.47	0.00	0.00
0.000	FIDELITY INSTL MONEY MARKET TREASURY ONLY	0.00	44,185.57	0.00	0.00	0.00	44,185.57		4.71			0.00	0.00	44,185.57
45000	FIFTH THIRD BANK CD DATED 04/10/2013 .4%	0.00	45,000.00	0.00	0.00	0.00	45,000.00		0.00			0.00	0.00	44,926.65
40000	SAFRA NATIONAL BANK CD DATED 04/16/2013 .3%	0.00	40,000.00	0.00	0.00	0.00	40,000.00		0.00			0.00	0.00	39,903.60
FIXED INCOME														
0.000	COLUMBIA SHORT ERM BOND FUND CLASS Z SHARES	95,000.00	0.00	0.00	95,467.49	467.49	(0.00)		625.70			0.00	0.00	0.00
1900.000	FEDERATED INSTRL TR MUNI ULTRASHORT	0.00	19,114.00	0.00	0.00	0.00	19,114.00		7.82			0.00	0.00	19,057.00
		407,381.50					430,191.46		12,459.43			313,797.70		429,434.79
BANK FEES										(2,745.72)				
	TOTAL	407,381.50	216,489.54	0.00	190,413.99	(3,265.59)	430,191.46		12,459.43	(2,745.72)	9,713.71	313,797.70	0.00	429,434.79

Name of Bank - Cambridge Trust Company  
Fees Paid \$2,745.72  
Expenses Paid \$0.00  
Were these fees and expenses paid for  
totally from income? 60% Principal 40% Income

**REPORT FOR TOWN OF AMHERST, COMMON TRUST FUNDS: PERIOD JULY 1, 2012 TO JUNE 30, 2013**  
**MS-10 REPORT FOR THE STATE OF NEW HAMPSHIRE**

		PRINCIPAL					INCOME				PRINCIPAL ONLY			
	HOW INVESTED	BALANCE		CAPITAL	PROCEEDS	GAINS/LOSSES	BALANCE	BALANCE	INCOME	EXPENDED	BALANCE	BEG OF YEAR	UNREALIZED	END OF YEAR
# SHS	DESCRIPTION OF INVESTMENT	BEG YEAR	PURCHASES	GAINS	FROM SALES	FROM SALES	END YEAR	BEG YEAR	RECEIVED	DURING YR	END YEAR	FAIR VALUE	ANNUAL GAINS	FAIR VALUE
0.00	CASH	0.00	0.00	0.00	0.00	0.00	0.00		0.00			0.00	0.00	0.00
0	BLACKROCK TEMP MONEY MARKET FUND	110,525.27	0.00	0.00	110,525.27	0.00	0.00		366.63			110,525.27	0.00	0.00
0	FIDELITY INST MONEY MARKET TREASURY ONLY	0.00	440,859.99	0.00	0.00	0.00	440,859.99		30.11			0.00	0.00	440,859.99
FIXED INCOME														
50000	HEWLETT PACKARD SR NT 4.75% 6/2/14	50,863.50	0.00	0.00	0.00	(282.20)	50,581.30		1,187.50			52,864.50	0.00	51,565.00
50000	DUPONT SR NT 4.75% 3/15/15	49,228.00	0.00	0.00	0.00	0.00	49,228.00		2,375.00			55,191.50	0.00	53,361.00
50000	WACHOVIA CORP NT 5.75% 6/15/17	45,417.00	0.00	0.00	0.00	0.00	45,417.00		2,875.00			58,218.50	0.00	56,755.00
100000	AT&T SR BD 5.6% 5/15/18	101,940.00	0.00	0.00	0.00	(152.25)	101,787.75		5,600.00			119,686.00	0.00	115,644.00
2500	GUGGENHEIM BULLETSHARES 2016 HIGH YIELD CORPORAT	0.00	67,510.00	0.00	0.00	0.00	67,510.00		502.50			0.00	0.00	64,825.00
100000	HONEYWELL SR NT 5.00% 02/15/19	101,350.00	0.00	0.00	0.00	(89.64)	101,260.36		5,000.00			118,967.00	0.00	114,303.00
100000	PFIZER NT 4.65% 03/1/18	100,158.00	0.00	0.00	0.00	(12.60)	100,145.40		4,650.00			114,962.00	0.00	111,770.00
50000	ALLSTATE GLOBAL MTN 5.3% 4/30/13	53,236.00	0.00	0.00	50,000.00	(3,236.00)	0.00		2,687.50			52,020.50	0.00	0.00
50000	JP MORGAN CHASE SUB NT 6.125% 6/27/17	53,114.50	0.00	0.00	0.00	(313.37)	52,801.13		3,062.50			55,655.50	0.00	56,400.50
100000	WELLS FARGO SUB NT 5.125% 9/15/16	100,763.00	0.00	0.00	0.00	(110.32)	100,652.68		5,125.00			111,142.00	0.00	110,508.00
1775	SPDR SERIES TRUST BARCLAYS HIGH YIELD BOND ETF	0.00	71,708.95	0.00	0.00	0.00	71,708.95		1,468.51					69,304.95
0.000	PIMCO TOTAL RETURN FUND	117,191.72	0.00	2835.61	119,763.82	2,572.10	(0.00)		1,543.71			119,341.37	0.00	0.00
0.000	METRO WEST BOND FUND	100,000.00	0.00	2088.4	103,612.16	3,612.16	(0.00)		2,037.60			101,425.85	0.00	0.00
0.000	PIMCO HIGH YIELD FUND	85,000.00	80,000.00	0.00	171,150.72	6,150.72	(0.00)		4,519.51			85,183.59	0.00	0.00
0.000	ARTIO GLOBAL HIGH INCOME FUND	78,500.00	0.00	0.00	80,248.14	1,748.14	0.00		1,032.24			79,249.20	0.00	0.00
0.000	FEDERATED INSTL TR MUNI ULTRASHORT (FUND #253)	0.00	50,300.00	0.00	50,300.00	0.00	0.00		66.31					0.00
MUTUAL FUNDS														
0.000	COLUMBIA ACORN FUND	40,000.00	0.00	2627.24	54,555.25	14,555.25	0.00		268.73			53,441.14	0.00	0.00
0.000	COLUMBIA ACORN INTERNATIONAL FUND	21,490.36	0.00	0.00	28,190.01	6,699.65	0.00		428.60			25,810.69	0.00	0.00
0.000	COLUMBIA SMALL CAP VALUE FUND	30,000.00	0.00	0.00	34,417.19	4,417.19	(0.00)		0.00			35,521.48	0.00	0.00
0.000	LAZARD EMERGING MARKETS FUND	80,000.00	2,000.00	0.00	89,622.17	7,622.17	0.00		0.00			78,736.76	0.00	0.00
3450	ISHARE DJ SELECT DIVIDEND INDEX FUND	254,552.50	0.00	0.00	147,164.78	45,343.78	152,731.50		9,439.87			323,092.50	0.00	220,834.50
660	ISHARE RUSSELL 2000 INDEX FUND	0.00	71,345.09	0.00	24,610.57	5,010.27	51,744.79		1,203.24			0.00	0.00	64,020.00
0.000	COLUMBIA DIVIDEND & INCOME FUND	100,000.00	0.00	0.00	117,605.07	17,605.07	(0.00)		1,523.71			114,829.50	0.00	0.00
0	SPDR S&P 500 ETF	284,648.00	0.00	0.00	399,644.18	114,996.18	0.00		3,816.05			353,873.00	0.00	0.00
0.000	HARBOR INTERNATIONAL FUND	35,000.00	0.00	0.00	41,928.00	6,928.00	0.00		853.39			37,839.12	0.00	0.00
0.000	JOHN HANCOCK MID CAP VALUE FUND	50,000.00	0.00	0.00	57,001.72	7,001.72	(0.00)		364.00			52,233.68	0.00	0.00
0.000	EAGLE SMALL CAP GROWTH FUND	35,000.00	0.00	0.00	37,574.53	2,574.53	0.00		0.00			38,234.91	0.00	0.00
3949.994	MATTHEWS ASIA DIVIDEND FUND INSTL CLASS	0.00	61,906.00	0.00	0.00	0.00	61,906.00		821.44			0.00	0.00	59,407.91
EQUITY														
208	3M CO	0.00	21,598.90	0.00	0.00	0.00	21,598.90		132.08			0.00	0.00	22,744.80
310	ACCENTURE PLC IRELAND SHS CLASS A	0.00	23,487.47	0.00	0.00	0.00	23,487.47		251.10			0.00	0.00	22,307.60
4000	ALERIAN MLP ETF	0.00	72,061.60	0.00	0.00	0.00	72,061.60		1,056.00			0.00	0.00	71,400.00
0	ANHEUSER-BUSCH INBEV SPON ADR	0.00	23,991.89	0.00	24,787.90	796.01	(0.00)		548.13			0.00	0.00	0.00
44	APPLE INC	0.00	19,497.98	0.00	0.00	0.00	19,497.98		134.20			0.00	0.00	17,447.32
587	AUTOMATIC DATA PROCESSING INC	0.00	36,185.96	0.00	0.00	0.00	36,185.96		183.14			0.00	0.00	40,420.82
208	BAXTER INTL INC	0.00	14,223.73	0.00	0.00	0.00	14,223.73		68.85			0.00	0.00	14,408.16
131	BLACKROCK INC	0.00	31,739.83	0.00	0.00	0.00	31,739.83		378.00			0.00	0.00	33,647.35
358	BURBERRY GROUP PLC SPONSORED ADR	0.00	15,245.65	0.00	0.00	0.00	15,245.65		0.00			0.00	0.00	14,671.20
228	CHEVRON CORP	0.00	26,454.62	0.00	0.00	0.00	26,454.62		228.00			0.00	0.00	26,981.52
404	COCA COLA CO	0.00	19,231.43	0.00	4,221.83	321.84	15,331.44		141.12			0.00	0.00	16,204.44
340	COVIDIEN PLC	0.00	21,723.64	0.00	0.00	0.00	21,723.64		88.40			0.00	0.00	21,365.60
456	CULLEN/FROST BANKERS INC	0.00	27,973.44	0.00	0.00	0.00	27,973.44		387.36			0.00	0.00	30,447.12
330	ECOLAB INC	0.00	24,992.24	0.00	0.00	0.00	24,992.24		54.74			0.00	0.00	28,112.70
440	EXXON MOBIL CORP	0.00	39,304.49	0.00	0.00	0.00	39,304.49		227.20			0.00	0.00	39,754.00

**REPORT FOR TOWN OF AMHERST, COMMON TRUST FUNDS: PERIOD JULY 1, 2012 TO JUNE 30, 2013**  
**MS-10 REPORT FOR THE STATE OF NEW HAMPSHIRE**

		PRINCIPAL					INCOME				PRINCIPAL ONLY			
	HOW INVESTED	BALANCE		CAPITAL	PROCEEDS	GAINS/LOSSES	BALANCE	BALANCE	INCOME	EXPENDED	BALANCE	BEG OF YEAR	UNREALIZED	END OF YEAR
# SHS	DESCRIPTION OF INVESTMENT	BEG YEAR	PURCHASES	GAINS	FROM SALES	FROM SALES	END YEAR	BEG YEAR	RECEIVED	DURING YR	END YEAR	FAIR VALUE	ANNUAL GAINS	FAIR VALUE
160	FACTSET RESEARCH SYSTEM INC	0.00	15,646.98	0.00	0.00	0.00	15,646.98		91.34			0.00	0.00	16,310.40
1180	FORD MTR CO DEL NEW	0.00	15,193.82	0.00	0.00	0.00	15,193.82		118.00			0.00	0.00	18,254.60
2008	GENERAL ELEC CO	0.00	47,407.94	0.00	0.00	0.00	47,407.94		274.74			0.00	0.00	46,565.52
330	GENUINE PARTS CO	0.00	23,167.45	0.00	0.00	0.00	23,167.45		127.93			0.00	0.00	25,763.10
1500	ISHARES MSCI EMERGING MKT	0.00	65,579.70	0.00	0.00	0.00	65,579.70		0.00			0.00	0.00	57,750.00
1100	ISHARES MSCI GERMANY INDEX FUND	0.00	27,681.50	0.00	0.00	0.00	27,681.50		0.00			0.00	0.00	27,170.00
400	ISHARES MSCI SOUTH KOREA CAPPED INDEX FUND	0.00	24,783.00	0.00	0.00	0.00	24,783.00		0.00			0.00	0.00	21,280.00
398	JOHNSON & JOHNSON	0.00	30,630.11	0.00	0.00	0.00	30,630.11		437.75			0.00	0.00	34,172.28
402	M & T BANK CORP	0.00	58,001.52	0.00	15,941.79	(361.11)	41,698.62		406.00			0.00	0.00	44,923.50
388	MATTEL INC	0.00	15,875.93	0.00	0.00	0.00	15,875.93		139.68			0.00	0.00	17,580.28
330	MCCORMICK & CO INC NON VTG	0.00	21,988.42	0.00	0.00	0.00	21,988.42		112.20			0.00	0.00	23,218.80
626	MERCK & CO INC NEW	0.00	26,822.45	0.00	0.00	0.00	26,822.45		269.18			0.00	0.00	29,077.70
752	MICROSOFT CORP	0.00	21,065.72	0.00	0.00	0.00	21,065.72		172.96			0.00	0.00	25,977.84
310	NESTLE SA SPONSORED ADR REPSTG REG SHS	0.00	21,620.32	0.00	0.00	0.00	21,620.32		670.00			0.00	0.00	20,297.56
199	NEXTERA ENERGY INC	0.00	14,607.79	0.00	0.00	0.00	14,607.79		226.38			0.00	0.00	16,214.52
407	NORTHEAST UTILS	0.00	16,954.95	0.00	0.00	0.00	16,954.95		256.88			0.00	0.00	17,102.14
266	PEPSICO INC	0.00	20,325.36	0.00	0.00	0.00	20,325.36		201.49			0.00	0.00	21,756.14
1847	PFIZER INC	0.00	52,902.33	0.00	0.00	0.00	52,902.33		216.48			0.00	0.00	51,734.47
330	PHILLIPS 66	0.00	21,057.06	0.00	0.00	0.00	21,057.06		103.13			0.00	0.00	19,440.30
727	PNC FINCL SERVICES GROUP	0.00	47,860.77	0.00	0.00	0.00	47,860.77		0.00			0.00	0.00	53,012.84
208	PRA XAIR INC	0.00	23,179.90	0.00	0.00	0.00	23,179.90		216.60			0.00	0.00	23,953.28
1107	SANOI AVENTIS ADR	0.00	57,447.94	0.00	0.00	0.00	57,447.94		1,034.27			0.00	0.00	57,021.57
358	SCHLUMBERGER LTD	0.00	28,036.20	0.00	0.00	0.00	28,036.20		0.00			0.00	0.00	25,654.28
0	SOUTHERN CO	0.00	14,815.30	0.00	15,814.62	999.32	(0.00)		0.00			0.00	0.00	0.00
398	TARGET CORP	0.00	25,420.55	0.00	0.00	0.00	25,420.55		143.28			0.00	0.00	27,406.28
414	TRAVELERS COS INC	0.00	41,392.24	0.00	8,401.14	291.19	33,282.29		427.66			0.00	0.00	33,086.88
1423	UNILEVER NV	0.00	58,224.10	0.00	0.00	0.00	58,224.10		252.62			0.00	0.00	55,938.13
170	UNION PACIFIC CORP	0.00	23,148.66	0.00	0.00	0.00	23,148.66		85.56			0.00	0.00	26,227.60
200	V F CORP	0.00	32,376.80	0.00	0.00	0.00	32,376.80		281.88			0.00	0.00	38,612.00
257	VALIDUS HOLDINGS LTD	0.00	9,115.73	0.00	0.00	0.00	9,115.73		154.20			0.00	0.00	9,282.84
577	WASTE MANAGEMENT INC	0.00	21,254.82	0.00	0.00	0.00	21,254.82		421.22			0.00	0.00	23,270.41
425	WELLS FARGO & COMPANY NEW	0.00	17,400.47	0.00	0.00	0.00	17,400.47		0.00			0.00	0.00	17,539.75
476	WISCONSIN ENERGY CORP	0.00	19,365.63	0.00	0.00	0.00	19,365.63		161.84			0.00	0.00	19,511.24
		2,077,977.85					2,759,279.15		73,730.24			2,348,045.56		2,934,577.73
BANK FEES										(18,340.67)				
FOREIGN TAX AND DEPOSITORY FEES										(562.61)				
TOTAL		2,077,977.85	2,223,694.36	7,551.25	1,787,080.86	244,687.80	2,759,279.15		73,730.24	(18,903.28)	54,826.96	2,348,045.56	175,298.58	2,934,577.73
						252,239.03								
						7551.23								

Name of Bank - Cambridge Trust Company  
Fees Paid \$18,340.67  
Expenses Paid \$ 562.61  
Were these fees and expenses paid for  
totally from income? 60% Principal 40% Income

**TREASURERS' COUPON & NOTE REGISTER**  
**ANNUAL REPORT TO THE DEPARTMENT OF REVENUE ADMINISTRATION**  
**Open Space Land Purchase Map 7 Lot 47-6 (Desmaris Land)**

**Total Disbursed: \$ 300,000.00**

**Interest rate: 3.56%**

**Term: 10 Years**

Ref. Year	Due Date	Date Received	Beginning Balance	Principal Payment	Interest Payment	Total Payment	Ending Balance
	4/24/2008	4/24/2008					300,000.00
1	10/1/2008		300,000.00	30,000.00	4,657.67	34,657.67	270,000.00
1	4/1/2009		270,000.00		4,806.00	4,806.00	270,000.00
2	10/1/2009		270,000.00	30,000.00	4,806.00	34,806.00	240,000.00
2	4/1/2010		240,000.00		4,272.00	4,272.00	240,000.00
3	10/1/2010		240,000.00	30,000.00	4,272.00	34,272.00	210,000.00
3	4/1/2011		210,000.00		3,738.00	3,738.00	210,000.00
4	10/1/2011		210,000.00	30,000.00	3,738.00	33,738.00	180,000.00
4	4/1/2012		180,000.00		3,204.00	3,204.00	180,000.00
5	10/1/2012		180,000.00	30,000.00	3,204.00	33,204.00	150,000.00
5	4/1/2013		150,000.00		2,670.00	2,670.00	150,000.00
6	10/1/2013		150,000.00	30,000.00	2,670.00	32,670.00	120,000.00
6	4/1/2014		120,000.00		2,136.00	2,136.00	120,000.00
7	10/1/2014		120,000.00	30,000.00	2,136.00	32,136.00	90,000.00
7	4/1/2015		90,000.00		1,602.00	1,602.00	90,000.00
8	10/1/2015		90,000.00	30,000.00	1,602.00	31,602.00	60,000.00
8	4/4/2016		60,000.00		1,068.00	1,068.00	60,000.00
9	10/1/2016		60,000.00	30,000.00	1,068.00	31,068.00	30,000.00
9	4/1/2017		30,000.00		534.00	534.00	30,000.00
10	10/1/2017		30,000.00	30,000.00	534.00	30,534.00	-
<b>Total:</b>			<b>\$ 300,000.00</b>	<b>\$ 52,717.67</b>	<b>\$ 352,717.67</b>		

**TREASURERS' COUPON & NOTE REGISTER**  
**ANNUAL REPORT TO THE DEPARTMENT OF REVENUE ADMINISTRATION**  
**Baboosic Lake Bond Phase I - 31.21% & Tanker Bond - 68.79%**

**Total Disbursed: \$ 423,812.00**

**Interest rate: 4.45%**

**Term: 10 Years**

Ref. Year	Due Date	Date Received	Beginning Balance	Principal Payment	Interest Payment	Total Payment	Ending Balance
			-	-	-	-	423,812.00
1	1/27/2007		423,812.00		9,507.79	9,507.79	423,812.00
1	7/27/2007		423,812.00	42,383.20	9,352.77	51,735.97	381,428.80
1	1/27/2008		381,428.80		8,557.01	8,557.01	381,428.80
2	7/27/2008		381,428.80	42,383.20	8,464.00	50,847.20	339,045.60
2	1/27/2009		339,045.60		7,606.23	7,606.23	339,045.60
3	7/27/2009		339,045.60	42,383.20	7,482.21	49,865.41	296,662.40
3	1/27/2010		296,662.40		6,655.45	6,655.45	296,662.40
4	7/27/2010		296,662.40	42,383.20	6,546.94	48,930.14	254,279.20
4	1/27/2011		254,279.20		5,704.67	5,704.67	254,279.20
5	7/27/2011		254,279.20	42,383.20	5,611.66	47,994.86	211,896.00
5	1/27/2012		211,896.00		4,753.89	4,753.89	211,896.00
6	7/27/2012		211,896.00	42,383.20	4,702.22	47,085.42	169,512.80
6	1/27/2013		169,512.80		3,803.11	3,803.11	169,512.80
7	7/27/2013		169,512.80	42,383.20	3,741.11	46,124.31	127,129.60
7	1/27/2014		127,129.60		2,852.34	2,852.34	127,129.60
8	7/27/2014		127,129.60	42,383.20	2,805.83	45,189.03	84,746.40
8	1/27/2015		84,746.40		1,901.56	1,901.56	84,746.40
9	7/27/2015		84,746.40	42,383.20	1,870.55	44,253.75	42,363.20
9	1/27/2016		42,363.20		950.78	950.78	42,363.20
10	7/27/2016		42,363.20	42,363.20	940.44	43,303.64	(0.00)
<b>Total:</b>			<b>\$ 423,812.00</b>	<b>\$ 103,810.56</b>	<b>\$ 527,622.56</b>		

**TREASURERS' COUPON & NOTE REGISTER**  
**ANNUAL REPORT TO THE DEPARTMENT OF REVENUE ADMINISTRATION**  
**Baboosic Lake Septic System Phase II**

**Total Disbursed: \$ 178,500.00**

**Interest rate: 4.06%**

**Term: 15 Years**

Ref. Year	Due Date	Date Received	Beginning Balance	Principal Payment	Interest Payment	Total Payment	Ending Balance
	10/2/2007	10/2/2007					178,500.00
1	9/30/2008		178,500.00	11,900.00	3,748.50	15,648.50	166,600.00
1	3/31/2009		166,600.00		3,498.60	3,498.60	166,600.00
2	9/30/2009		166,600.00	11,900.00	3,498.60	15,398.60	154,700.00
2	3/31/2010		154,700.00		3,248.70	3,248.70	154,700.00
3	9/30/2010		154,700.00	11,900.00	3,248.70	15,148.70	142,800.00
3	3/31/2011		142,800.00		2,998.80	2,998.80	142,800.00
4	9/30/2011		142,800.00	11,900.00	2,998.80	14,898.80	130,900.00
4	3/31/2012		130,900.00		2,748.90	2,748.90	130,900.00
5	9/30/2012		130,900.00	11,900.00	2,748.90	14,648.90	119,000.00
5	3/31/2013		119,000.00		2,499.00	2,499.00	119,000.00
6	9/30/2013		119,000.00	11,900.00	2,499.00	14,399.00	107,100.00
6	3/31/2014		107,100.00		2,249.10	2,249.10	107,100.00
7	9/30/2014		107,100.00	11,900.00	2,249.10	14,149.10	95,200.00
7	3/31/2015		95,200.00		1,999.20	1,999.20	95,200.00
8	9/30/2015		95,200.00	11,900.00	1,999.20	13,899.20	83,300.00
8	3/31/2016		83,300.00		1,749.30	1,749.30	83,300.00
9	9/30/2016		83,300.00	11,900.00	1,749.30	13,649.30	71,400.00
9	3/31/2017		71,400.00		1,499.40	1,499.40	71,400.00
10	9/30/2017		71,400.00	11,900.00	1,499.40	13,399.40	59,500.00
10	3/31/2018		59,500.00		1,249.50	1,249.50	59,500.00
11	9/30/2018		59,500.00	11,900.00	1,249.50	13,149.50	47,600.00
11	3/31/2019		47,600.00		999.60	999.60	47,600.00
12	9/30/2019		47,600.00	11,900.00	999.60	12,899.60	35,700.00
12	3/31/2020		35,700.00		749.70	749.70	35,700.00
13	9/30/2020		35,700.00	11,900.00	749.70	12,649.70	23,800.00
13	3/31/2021		23,800.00		499.80	499.80	23,800.00
14	9/30/2021		23,800.00	11,900.00	499.80	12,399.80	11,900.00
14	3/31/2022		11,900.00		249.90	249.90	11,900.00
15	9/30/2022		11,900.00	11,900.00	249.90	12,149.90	-
<b>Total:</b>			<b>\$ 178,500.00</b>	<b>\$ 178,500.00</b>	<b>\$ 56,227.50</b>	<b>\$ 234,727.50</b>	

**TREASURERS' COUPON & NOTE REGISTER**  
**ANNUAL REPORT TO THE DEPARTMENT OF REVENUE ADMINISTRATION**  
**Baboosic Lake Septic System Phase III**

**Total Disbursed: \$ 170,699.91**

**Interest rate: 3.17%**

**Term: 10 Years**

Ref. Year	Due Date	Date Received	Beginning Balance	Principal Payment	Interest Payment	Total Payment	Ending Balance
	8/24/2010	8/24/2010	-	-	-	-	170,699.91
1	8/24/2011		170,699.91	11,379.99	5,411.19	16,791.18	159,319.92
2	8/24/2012		159,319.92	11,379.99	5,064.28	16,444.27	147,939.93
3	8/24/2013		147,939.93	11,379.99	4,689.70	16,069.69	136,559.94
4	8/24/2014		136,559.94	11,379.99	4,328.95	15,708.94	125,179.95
5	8/24/2015		125,179.95	11,379.99	3,968.20	15,348.19	113,799.96
6	8/24/2016		113,799.96	11,379.99	3,617.34	14,997.33	102,419.97
7	8/24/2017		102,419.97	11,379.99	3,246.71	14,626.70	91,039.98
8	8/24/2018		91,039.98	11,379.99	2,885.97	14,265.96	79,659.99
9	8/24/2019		79,659.99	11,379.99	2,525.22	13,905.21	68,280.00
10	8/24/2020		68,280.00	11,379.99	2,170.41	13,550.40	56,900.01
11	8/24/2021		56,900.01	11,379.99	1,803.73	13,183.72	45,520.02
12	8/24/2022		45,520.02	11,379.99	1,442.98	12,822.97	34,140.03
13	8/24/2023		34,140.03	11,379.99	1,082.24	12,462.23	22,760.04
14	8/24/2024		22,760.04	11,379.99	723.47	12,103.46	11,380.05
15	8/24/2025		11,380.05	11,380.05	360.75	11,740.80	-
<b>Total:</b>			<b>\$ 170,699.91</b>	<b>\$ 170,699.91</b>	<b>\$ 43,321.14</b>	<b>\$ 214,021.05</b>	

**TREASURERS' COUPON & NOTE REGISTER**  
**ANNUAL REPORT TO THE DEPARTMENT OF REVENUE ADMINISTRATION**  
**New Hampshire Department of Environmental Services**  
**Clean Water SRF Loan Schedule**  
**Baboosic Lake Phase IV**

**Total Disbursed: \$ 256,668.00**

**Interest rate: 0.91%**  
**Administrative Fee: 2.00%**  
**Term: 15 Years**

Ref. Year	Due Date	Date Received	Beginning Balance	Principal Payment	Principal Forgiven	Interest Payment	Administrative Fees	Total Payment	Ending Balance
1	4/1/2012	3/20/2012	258,038.90	8,647.00	128,333.83	2,249.43	4,943.80	15,840.23	121,058.07
2	4/1/2013		121,058.07	8,647.01	-	1,101.63	2,421.16	12,169.80	112,411.06
3	4/1/2014		112,411.06	8,647.00	-	1,022.94	2,248.22	11,918.16	103,764.06
4	4/1/2015		103,764.06	8,647.01	-	944.25	2,075.28	11,666.54	95,117.05
5	4/1/2016		95,117.05	8,647.00	-	865.57	1,902.34	11,414.91	86,470.05
6	4/1/2017		86,470.05	8,647.01	-	786.88	1,729.40	11,163.29	77,823.04
7	4/1/2018		77,823.04	8,647.00	-	708.19	1,556.46	10,911.65	69,176.04
8	4/1/2019		69,176.04	8,647.01	-	629.50	1,383.52	10,660.03	60,529.03
9	4/1/2020		60,529.03	8,647.00	-	550.81	1,210.58	10,408.39	51,882.03
10	4/1/2021		51,882.03	8,647.01	-	472.13	1,037.64	10,156.78	43,235.02
11	4/1/2022		43,235.02	8,647.00	-	393.44	864.70	9,905.14	34,588.02
12	4/1/2023		34,588.02	8,647.01	-	314.75	691.76	9,653.52	25,941.01
13	4/1/2024		25,941.01	8,647.00	-	236.06	518.82	9,401.88	17,294.01
14	4/1/2025		17,294.01	8,647.01	-	157.38	345.88	9,150.27	8,647.00
15	4/1/2026		8,647.00	8,647.00	-	78.69	172.94	8,898.63	-

**Total: \$ 129,705.07 \$ 128,333.83 \$ 10,511.65 \$ 23,102.50 \$ 163,319.22**

**TREASURERS' COUPON & NOTE REGISTER**  
**ANNUAL REPORT TO THE DEPARTMENT OF REVENUE ADMINISTRATION**  
**Spring Road Note**

**Total Disbursed: \$ 500,000.00**

**Interest rate: 3.02%**  
**Term: 10 Years**

Ref. Year	Due Date	Date Received	Beginning Balance	Principal Payment	Interest Payment	Total Payment	Ending Balance
	8/24/2010	8/24/2010	-	-	-	-	500,000.00
1	8/24/2011		500,000.00	50,000.00	15,100.00	65,100.00	450,000.00
2	8/24/2012		450,000.00	50,000.00	-	50,000.00	400,000.00
3	8/24/2013		400,000.00	50,000.00	-	50,000.00	350,000.00
4	8/24/2014		350,000.00	50,000.00	-	50,000.00	300,000.00
5	8/24/2015		300,000.00	50,000.00	-	50,000.00	250,000.00
6	8/24/2016		250,000.00	50,000.00	-	50,000.00	200,000.00
7	8/24/2017		200,000.00	50,000.00	-	50,000.00	150,000.00
8	8/24/2018		150,000.00	50,000.00	-	50,000.00	100,000.00
9	8/24/2019		100,000.00	50,000.00	-	50,000.00	50,000.00
10	8/24/2020		50,000.00	50,000.00	-	50,000.00	-

**Total: \$ 500,000.00 \$ 15,100.00 \$ 515,100.00**

**TREASURERS' COUPON & NOTE REGISTER**  
**ANNUAL REPORT TO THE DEPARTMENT OF REVENUE ADMINISTRATION**  
**FY 2011 Road Note - Adjusted September 19, 2011 to \$1,825,000**

**Total Disbursed:** \$ 1,825,000.00

**Interest rate:** 2.80%

**Term:** 15 Years

Ref. Year	Due Date	Date Received	Beginning Balance	Principal Payment	Interest Payment	Total Payment	Ending Balance
		9/19/2011	-	-	-	-	1,825,000.00
1	6/30/2012		1,825,000.00	121,666.67	43,030.61	164,697.28	1,703,333.33
2	6/30/2013		1,703,333.33	121,666.67	47,635.53	169,302.20	1,581,666.66
3	6/30/2014		1,581,666.66	121,666.67	44,232.99	165,899.66	1,459,999.99
4	6/30/2015		1,459,999.99	121,666.67	40,830.45	162,497.12	1,338,333.32
5	6/30/2016		1,338,333.32	121,666.67	37,427.92	159,094.59	1,216,666.65
6	6/30/2017		1,216,666.65	121,666.67	34,025.38	155,692.05	1,094,999.98
7	6/30/2018		1,094,999.98	121,666.67	30,622.84	152,289.51	973,333.31
8	6/30/2019		973,333.31	121,666.67	27,220.30	148,886.97	851,666.64
9	6/30/2020		851,666.64	121,666.67	23,817.76	145,484.43	729,999.97
10	6/30/2021		729,999.97	121,666.67	20,415.23	142,081.90	608,333.30
11	6/30/2022		608,333.30	121,666.67	17,012.69	138,679.36	486,666.63
12	6/30/2023		486,666.63	121,666.67	13,610.15	135,276.82	364,999.96
13	6/30/2024		364,999.96	121,666.67	10,207.61	131,874.28	243,333.29
14	6/30/2025		243,333.29	121,666.67	6,805.07	128,471.74	121,666.62
15	6/30/2026		121,666.62	121,666.62	3,402.54	125,069.16	0.00

**Total: \$ 1,825,000.00 \$ 400,297.08 \$ 2,225,297.08**

**TREASURERS' COUPON & NOTE REGISTER**  
**ANNUAL REPORT TO THE DEPARTMENT OF REVENUE ADMINISTRATION**  
**FY 2012 Road Bond - \$2,000,000.00**

**Total Disbursed:** \$ 2,000,000.00

**Interest rate:** 2.95%

**Term:** 10 Years

Ref. Year	Due Date	Date Received	Beginning Balance	Principal Payment	Interest Payment	Total Payment	Ending Balance
		5/30/2011	-	-	-	-	2,000,000.00
1	6/13/2013		2,000,000.00	200,000.00	59,000.00	259,000.00	1,800,000.00
2	6/13/2014		1,800,000.00	200,000.00	50,338.92	250,338.92	1,600,000.00
3	6/13/2015		1,600,000.00	200,000.00	44,745.70	244,745.70	1,400,000.00
4	6/13/2016		1,400,000.00	200,000.00	39,152.49	239,152.49	1,200,000.00
5	6/13/2017		1,200,000.00	200,000.00	33,559.28	233,559.28	1,000,000.00
6	6/13/2018		1,000,000.00	200,000.00	27,966.06	227,966.06	800,000.00
7	6/13/2019		800,000.00	200,000.00	22,372.85	222,372.85	600,000.00
8	6/13/2020		600,000.00	200,000.00	16,779.64	216,779.64	400,000.00
9	6/13/2021		400,000.00	200,000.00	11,186.43	211,186.43	200,000.00
10	6/13/2022		200,000.00	200,000.00	5,593.21	205,593.21	-

**Total: \$ 2,000,000.00 \$ 310,694.58 \$ 2,310,694.58**

**TREASURERS' COUPON & NOTE REGISTER**  
**ANNUAL REPORT TO THE DEPARTMENT OF REVENUE ADMINISTRATION**  
**FY 2013 Road Bond - \$2,000,000.00**

**Total Disbursed:** \$ 2,000,000.00

**Interest rate:** 2.25%

**Term:** 10 Years

Ref. Year	Due Date	Date Received	Beginning Balance	Principal Payment	Interest Payment	Total Payment	Ending Balance
		5/30/2011	-	-	-	-	2,000,000.00
1	6/13/2014		2,000,000.00	200,000.00	45,000.00	245,000.00	1,800,000.00
2	6/13/2015		1,800,000.00	200,000.00	40,500.00	240,500.00	1,600,000.00
3	6/13/2016		1,600,000.00	200,000.00	36,000.00	236,000.00	1,400,000.00
4	6/13/2017		1,400,000.00	200,000.00	31,500.00	231,500.00	1,200,000.00
5	6/13/2018		1,200,000.00	200,000.00	27,000.00	227,000.00	1,000,000.00
6	6/13/2019		1,000,000.00	200,000.00	22,500.00	222,500.00	800,000.00
7	6/13/2020		800,000.00	200,000.00	18,000.00	218,000.00	600,000.00
8	6/13/2021		600,000.00	200,000.00	13,500.00	213,500.00	400,000.00
9	6/13/2022		400,000.00	200,000.00	9,000.00	209,000.00	200,000.00
10	6/13/2023		200,000.00	200,000.00	4,500.00	204,500.00	-
<b>Total:</b>				<b>\$ 2,000,000.00</b>	<b>\$ 247,500.00</b>	<b>\$ 2,247,500.00</b>	

**TREASURERS' COUPON & NOTE REGISTER**  
**ANNUAL REPORT TO THE DEPARTMENT OF REVENUE ADMINISTRATION**  
**FY 2014 Road Bond - \$2,250,000.00**

**Total Disbursed:** \$ 2,250,000.00

**Interest rate:** 2.30%

**Term:** 10 Years

Ref. Year	Due Date	Date Received	Beginning Balance	Principal Payment	Interest Payment	Total Payment	Ending Balance
		3/3/2014	-	-	-	-	2,250,000.00
1	6/13/2015		2,250,000.00	225,000.00	51,750.00	276,750.00	2,025,000.00
2	6/13/2016		2,025,000.00	225,000.00	45,562.50	270,562.50	1,800,000.00
3	6/13/2017		1,800,000.00	225,000.00	40,500.00	265,500.00	1,575,000.00
4	6/13/2018		1,575,000.00	225,000.00	35,437.50	260,437.50	1,350,000.00
5	6/13/2019		1,350,000.00	225,000.00	30,375.00	255,375.00	1,125,000.00
6	6/13/2020		1,125,000.00	225,000.00	25,312.50	250,312.50	900,000.00
7	6/13/2021		900,000.00	225,000.00	20,250.00	245,250.00	675,000.00
8	6/13/2022		675,000.00	225,000.00	15,187.50	240,187.50	450,000.00
9	6/13/2023		450,000.00	225,000.00	10,125.00	235,125.00	225,000.00
10	6/13/2024		225,000.00	225,000.00	5,062.50	230,062.50	-
<b>Total:</b>				<b>\$ 2,250,000.00</b>	<b>\$ 279,562.50</b>	<b>\$ 2,529,562.50</b>	

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Financial Statements**  
**June 30, 2012**  
**and**  
**Independent Auditor's Report**

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**FINANCIAL STATEMENTS**  
**June 30, 2012**

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**TOWN OF AMHERST, NEW HAMPSHIRE  
FINANCIAL STATEMENTS  
June 30, 2012**

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## **INDEPENDENT AUDITOR'S REPORT**

To the Board of Selectmen  
Town of Amherst, New Hampshire

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Amherst, New Hampshire (the Town) as of and for the year ended June 30, 2012, which collectively comprise the Town of Amherst, New Hampshire's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Town's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Amherst, New Hampshire as of June 30, 2012 and the respective changes in financial position and cash flows, where applicable, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information and the schedule of funding progress for other post-employment benefit on pages i-vii and 33-36 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Amherst, New Hampshire's basic financial statements. The combining nonmajor fund and fiduciary fund financial statements are presented for purposes of additional analysis and are not a required part of the financial statements. The combining nonmajor fund and fiduciary fund

financial statements have been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements taken as a whole.

*Vachon Clukay & Company PC*

June 21, 2013

## Town of Amherst Management's Discussion and Analysis

The following is a discussion and analysis of the financial activities of the Town of Amherst, New Hampshire for the fiscal year ended June 30, 2012. We encourage readers to consider the information presented here in conjunction with the Town's financial statements.

### Financial Highlights – Primary Government

- Independent Auditor's issued an unqualified opinion in the Independent Auditor's Report.
- The total assets of the Town exceeded total liabilities at fiscal year ending June 30, 2012 by \$21,153,929.

### Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Town's basic financial statements. The Town's basic financial statements include three components:

1. Government-wide financial statements;
2. Fund financial statements
3. Notes to the basic financial statements.

This report also contains supplementary information in addition to the basic financial statements.

### Government-wide Financial Statements

The government-wide financial statements provide a broad view of the Town's finances. These statements (Statement of Net Assets and the Statement of Activities) provide both short-term and long-term information about the Town's overall financial position. They are prepared using the accrual basis of accounting, which recognizes all revenues and expenses connected with the fiscal year even if cash has not been received or paid.

- The **Statement of Net Assets** presents all of the Town's non-fiduciary assets and liabilities. The *difference* between assets and liabilities is reported as "net assets" instead of fund equity as shown on the Fund Statements. Over time, increases or decreases in the net assets may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.
- The **Statement of Activities** presents information showing how the Town's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will not result in cash flows until future fiscal periods (such as uncollected taxes and earned but unused vacation and sick leave). This statement also presents a comparison between direct expenses and program revenues for each function of the Town and identifies which governmental function is self-financing or draws from the general revenues of the Town.

Both of the government-wide financial statements display information about the Town as a whole and include the financial activities of the primary government and proprietary fund with the exception of the fiduciary funds.

### Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town, like other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The fund financial statements focus on the individual parts of the Town government and report the Town's operations in more detail than the government-wide statements. The Town's funds are divided into three categories—governmental, business-type activities, and fiduciary. For governmental and proprietary (Business-type activity) funds, only those funds that are considered Major Funds are reported in individual columns in the Fund Financial Statements with combining schedules in the Supplementary Section to support the non-major activities for the governmental funds. Fiduciary Funds are reported separately by fiduciary type (private-purpose trusts and agency funds).

- **Governmental Funds:** Most of the basic services provided by the Town are financed through governmental funds. Unlike the government-wide financial statements, the governmental fund financial statements report using the modified accrual basis of accounting, which measures cash and all other financial assets that can readily be converted into cash. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the Town's programs. See Exhibits C & D.

Since the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented here with similar information presented in the government-wide financial statements.

The Town's major governmental funds are the General Fund and the Road Construction Fund. Individual fund data for each of the Town's non-major governmental funds are provided in the combining statements found on Schedule A, Schedule A-1, Schedule B, and Schedule B-1.

- **Proprietary Funds:** These funds are either classified as enterprise funds or internal service funds and are accounted for in a similar manner as a private business. Unlike the governmental funds, the proprietary fund reporting focuses on the operating income, changes in net assets, financial position, and cash flows. See Exhibits E, F, & G.
- **Fiduciary Funds:** These funds are used to account for resources held for the benefit of parties outside the Town government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of these funds are not available to support the Town's own programs. The fiduciary fund category is split into two classifications: 1) private purpose trust funds and 2) agency funds. The private purpose funds are used to account for assets held by the Town under a trust agreement for individuals, private organizations, or other governments. The Town's agency fund accounts for the capital reserve funds of the Amherst School District and the Souhegan Cooperative School District and developer's performance bonds. The accounting used for fiduciary funds is much like that used for proprietary funds in that they use the accrual basis of accounting. See Exhibits H & I.

### Notes to the Basic Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and the fund financial statements. These notes to the basic financial statements begin on page 10.

On page 23, Note 7 – Other Post-Employment Benefits provides detailed information pertaining to this GASB 45 requirement. GASB 45 requires governments to account for other post-employment benefits on the accrual basis instead of the ‘pay-as-you-go’ basis. In order to calculate the liability, the town utilized an independent company that specializes in actuarial calculations for GASB 45 reporting requirements. Once the net obligation of Other Post Employment Benefits has been calculated the liability is recognized on the Statement of Net Assets.

#### Required Supplementary Information

The basic financial statements and accompanying notes are followed by a section of required supplementary information. This section includes an explanation and information on a budgetary comparison schedule for each of the Town’s major governmental funds and includes reconciliation between the reported activity of the revenues, expenditures and transfers for budgetary purposes (Schedule 1) and the activity as presented in the governmental fund financial statements (Exhibit D).

The notes to required supplementary information provide explanations to the budget to actual reconciliation and budgetary fund balance breakdown.

For fiscal 2012 the Town’s only major governmental fund with an adopted budget is the General Fund.

#### Other Supplementary Information

Other supplementary information includes combining financial statements for non-major governmental funds (special revenue funds and permanent funds) and fiduciary funds.

### GOVERNMENT-WIDE FINANCIAL ANALYSIS

#### Statement of Net Assets

GASB 34 requires the recording of the Town’s investment in capital assets (land, buildings, machinery and equipment, vehicles, etc) at cost, calculating the accumulated depreciation and arriving at net capital assets. The net capital assets at June 30, 2012 amounted to \$17,819,471 for the governmental funds and \$1,156,930 for the proprietary fund. The recognition of the capital assets, net accumulated depreciation, is required to be reported in the government-wide statements for both governmental activities and business type activities.

The following is a comparative summary of condensed government-wide financial data of net assets for the current fiscal year and 2011.

	Governmental Activities		Business-type Activities		Total	
	June 30, 2012	June 30, 2011	June 30, 2012	June 30, 2011	June 30, 2012	June 30, 2011
Statement of Net Assets:						
Current assets	26,513,241	25,781,274	(40,821)	(40,234)	26,472,420	25,741,040
Capital assets	17,819,471	15,687,768	1,156,930	1,260,409	18,976,401	16,948,177
Other assets	19,292	19,292			19,292	19,292
Total assets	44,352,004	41,488,334	1,116,109	1,220,175	45,468,113	42,708,509

Current and other liabilities:

Long-term bonds, notes and capital leases payable	2,442,005	1,889,139	477,418	649,536	2,919,423	2,538,675
Other liabilities	21,225,124	19,615,606	21,832	21,658	21,246,956	19,637,264
Other Post Employment Benefits Payable	147,805	104,013			147,805	104,013
Total liabilities	23,814,934	21,608,758	499,250	671,194	24,314,184	22,279,952
Net assets:						
Invested in capital assets, net of related debt	15,377,466	15,687,768	679,512	610,873	16,056,978	16,298,641
Restricted	1,964,804	1,914,974			1,964,804	1,914,974
Unrestricted	3,194,800	2,276,834	(62,653)	(61,892)	3,132,147	2,214,942
Total net assets	20,537,070	19,879,576	616,859	548,981	21,153,929	20,428,557
Total Liabilities and Net Assets	44,352,004	41,488,334	1,116,109	1,220,175	45,468,113	42,708,509

### Statement of Activities

For fiscal year 2012 the Town's governmental activities expenses amounted to \$10,688,907 and business-type activities expenses amounted to \$146,916. Revenues for governmental activities were \$11,346,401 and \$214,794 for business type activities.

The following is a comparative summary of condensed government-wide financial data of the Statement of Activities for the current fiscal year and 2011.

	<u>FY 12</u>			<u>FY 11</u>		
	Governmental Activities	Business- Type Activities	Total	Governmental Activities	Business- Type Activities	Total
Program revenues:						
Charges for services	808,726	86,460	895,186	710,634	77,212	787,846
Operating grants and contributions	516,701	0	516,701	498,384		498,384
Capital grants and contributions	0	128,334	128,334	0	0	0
Total program revenues	1,325,427	214,794	1,540,221	1,209,018	77,212	1,286,230
General revenues:						
Property taxes	6,948,868		6,948,868	6,028,088		6,028,088
Licenses and permits	2,444,643		2,444,643	2,335,719		2,335,719
Grants and contributions	500,790		500,790	519,389		519,389
Interest and investment earnings	82,436		82,436	238,619		238,619

Miscellaneous	36,737	36,737	47,873	47,873
Contributions to permanent fund	7,500	7,500	8,800	8,800
Total general revenues and contributions	10,020,974	10,020,974	9,178,488	9,178,488
 Total revenues	11,346,401	214,794	11,561,195	10,387,506 77,212 10,464,718
Expenses:				
General government	1,810,723	1,810,723	1,798,901	1,798,901
Public safety	3,517,943	3,517,943	3,413,577	3,413,577
Highways and streets	3,069,819	3,069,819	2,827,941	2,827,941
Health and welfare	114,950	114,950	134,398	134,398
Sanitation	569,366	569,366	648,809	648,809
Culture and recreation	1,513,454	1,513,454	1,402,070	1,402,070
Interest and finance charges	92,652	92,652	36,200	36,200
Baboosic Lake Fund		146,916		132,255 132,255
Total Activities	10,688,907	146,916	10,835,823	10,261,896 132,255 10,394,151
 Increase (Decrease) in net assets	657,494	67,878	725,372	125,610 (55,043) 70,567
Net assets - beginning of year	19,879,576	548,981	20,428,557	19,753,966 604,024 20,357,990
Net assets - ending of year	20,537,070	616,859	21,153,929	19,879,576 548,981 20,428,557

Property and other taxes amounted to \$6,948,868 in revenues. Licenses and permits amounted to \$2,444,643 in revenues. Other revenues consisted of rooms and meals tax distribution, interest and investment earnings, and miscellaneous revenues. Included in the charges for services was \$86,460 in revenues from the Baboosic Lake Septic Proprietary fund.

The Town's \$10,835,823 in expenses covered a range of services. The highway and sanitation department's expenses amounted to \$3,639,185. Public safety amounted to \$3,517,943. General government expenses amounted to \$1,810,723. Culture and recreation amounted to \$1,513,454. Health and welfare, non-capitalized expenses, interest and fiscal charges and intergovernmental expenses accounted for the remaining expenses.

The Baboosic Lake Septic Proprietary fund incurred expenses of \$146,916. This amount includes \$103,479 of depreciation expense.

#### FINANCIAL ANALYSIS OF THE TOWN'S FUNDS

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

### Governmental Funds

The focus of the Town's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town's financing requirements. In particular, the unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

During the year ended June 30, 2011, the Town implemented GASB Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions. Under Statement 54, the Town has segregated fund balance into five classifications: Nonspendable, Restricted, Committed, Assigned and Unassigned. Complete descriptions of the above mentioned classifications may be found on pages 16-17 of the Notes to the Basic Financial Statements. One major example of the effects caused by the implementation of GASB 54 is that the various Capital Reserve Funds and many previously reported Special Revenue Funds are now reported as part of the General Fund.

### General Fund

The general fund is the main operating fund of the Town. At the end of the current fiscal year, the general fund had an unassigned (formally referred to as unreserved) fund balance of \$2,116,065 and total fund equity was \$3,341,185, an increase of \$710,316 from the prior fiscal year. During the year-ended June 30, 2012, the activity associated with the bonded road projects were removed from the General Fund and are being tracked separately.

The goal of the Town of Amherst is to retain an unreserved fund balance of 5%-10% of total appropriations including town, school, and county. For fiscal 2012 total appropriations for town, school, and county totaled \$52,191,607 setting the unassigned fund balance range at \$2,609,580 to \$5,219,161. On the budgetary basis, the Town's unassigned fund balance as of June 30, 2012 is \$2,830,921 (See Note 2 in the Notes to Required Supplementary Information) or 5.42% of total appropriations.

### Road Construction Fund

A new fund was created called the Road Construction Fund in order to better track the voter approved \$15,000,000 appropriation to reconstruct various roads in Town. For fiscal 2012, the Town spent \$2,323,298 and drew down on available lines of credit in the amount of \$750,000 and used available funds in the Road Construction Fund to cover the expenses. The appropriate funds were drawn down in fiscal year 2013 to cover any shortfall in this fund (see Exhibit C & D on pages 3 and 4). The \$2,323,298 constitutes construction in progress (CIP) and is shown as such in the financial statements under Note 5 – Capital Assets on pages 21 and 22. Once roads are completed, they will be moved out of CIP and added to the fixed assets of the Town and depreciated in accordance with Town policy.

### Other Governmental Funds-All Non-major Funds

An increase of \$59,511 in fund balance of the Permanent funds for fiscal 2012 was realized. The fund balance in Special Revenue Funds also increased by \$114,578. The combined funds resulted in a fund balance increase of \$174,089.

Also included in the other governmental funds-all non-major funds is the Library Fund. In 2012, the Library Fund reported revenues of \$31,651 and expended \$43,352 in support of the Amherst Town Library.

## GENERAL FUND BUDGETARY HIGHLIGHTS

During the fiscal year, the original budget was amended by various supplemental appropriations. Budget to Actual Schedules for the major governmental fund (the General Fund) is in the Required Supplementary Information section on page 33 (Schedule 1).

The final budget for estimated revenues was \$105,119 more than the original revenue budgeted amounts. The actual revenues received exceeded the final budget for estimated revenues by \$332,555. The final budget for expenditures was \$71,800 more than the original budget. The overall actual expenditures were under budgeted expenditures by \$181,051 or 1.70%.

The financial information of the town was adjusted to reflect all accruals and GAAP requirements that impact the revenues and expenditures. An example of one of these adjustments is the accounting for accrued compensated absences. Though not a cash outlay, the anticipated expenditures for the current year accrual is recorded for reporting purposes. The audited financial statements were also adjusted for prior and current fiscal year carryforwards.

## CAPITAL ASSET AND DEBT ADMINISTRATION

### Capital Assets

The Town's investment in capital assets for its governmental and business type activities as of June 30, 2012 amounts to \$25,193,073. Accumulated depreciation amounted to \$6,216,672, leaving a net book value of \$18,976,401. This investment in capital assets includes vehicles and equipment, land, land improvements, buildings and improvements, library media, library books, works of art, computer software, and construction.

Additional information on the Town's capital assets can be found in Note 5 – Capital Assets of the Notes to the Basic Financial Statements.

### Debt Administration

At the end of fiscal year 2012, the Town had total bonded debt outstanding of \$80,000 and \$2,115,377 for notes payable for governmental activities. Business-type activities notes payable were \$477,418. Capital leases payable amounted to \$246,628.

Additional information on the Town's long-term debt obligations can be found in Note 8-Long Term Obligations of the Notes to the Basic Financial Statements.

## REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Town's finances for all of Amherst's citizens, taxpayers, customers, investors, and creditors. This financial report seeks to demonstrate the Town's accountability for the money it receives. Questions concerning any of the information provided in this report or requests for additional information should be addressed to: Town of Amherst, Department of Finance, 2 Main Street, PO Box 960, Amherst, NH 03031.

EXHIBIT A  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Statement of Net Assets**  
June 30, 2012

	Governmental <u>Activities</u>	Business-Type <u>Activities</u>	<u>Total</u>
<b>ASSETS</b>			
Current Assets:			
Cash and cash equivalents	\$ 16,185,705		\$ 16,185,705
Investments	3,972,445		3,972,445
Taxes receivable, net	6,108,629		6,108,629
Accounts receivable, net	160,335	\$ 12,814	173,149
Due from other governments	3,298		3,298
Internal balances	53,635	(53,635)	-
Prepaid expenses	967		967
Inventory	28,227		28,227
Total Current Assets	<u>26,513,241</u>	<u>(40,821)</u>	<u>26,472,420</u>
Noncurrent Assets:			
Tax deeded property	10,923		10,923
Restricted cash	8,369		8,369
Capital assets:			
Non-depreciable capital assets	12,958,935		12,958,935
Depreciable capital assets, net	<u>4,860,536</u>	<u>1,156,930</u>	<u>6,017,466</u>
Total Noncurrent Assets	<u>17,838,763</u>	<u>1,156,930</u>	<u>18,995,693</u>
Total Assets	<u>\$ 44,352,004</u>	<u>\$ 1,116,109</u>	<u>\$ 45,468,113</u>
<b>LIABILITIES</b>			
Current Liabilities:			
Accounts payable	\$ 808,906	\$ 13,996	\$ 822,902
Retainage payable	142,070		142,070
Accrued expenses	446,457	7,836	454,293
Deferred revenue	19,817,717		19,817,717
Due to other governments	1,605		1,605
Current portion of bonds payable	80,000		80,000
Current portion of notes payable	430,822	45,155	475,977
Current portion of capital leases payable	<u>93,631</u>		<u>93,631</u>
Total Current Liabilities	<u>21,821,208</u>	<u>66,987</u>	<u>21,888,195</u>
Noncurrent Liabilities:			
Payable from restricted assets	8,369		8,369
Notes payable	1,684,555	432,263	2,116,818
Capital leases payable	152,997		152,997
Other post-employment benefits payable	<u>147,805</u>		<u>147,805</u>
Total Noncurrent Liabilities	<u>1,993,726</u>	<u>432,263</u>	<u>2,425,989</u>
Total Liabilities	<u>23,814,934</u>	<u>499,250</u>	<u>24,314,184</u>
<b>NET ASSETS</b>			
Invested in capital assets, net of related debt	15,377,466	679,512	16,056,978
Restricted	1,964,804		1,964,804
Unrestricted (deficit)	<u>3,194,800</u>	<u>(62,653)</u>	<u>3,132,147</u>
Total Net Assets	<u>20,537,070</u>	<u>616,859</u>	<u>21,153,929</u>
Total Liabilities and Net Assets	<u>\$ 44,352,004</u>	<u>\$ 1,116,109</u>	<u>\$ 45,468,113</u>

See accompanying notes to the basic financial statements

EXHIBIT B  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Statement of Activities**  
For the Year Ended June 30, 2012

Functions/Programs	Expenses	Program Revenues		Capital Grants and Contributions	Net (Expense) Revenue and Changes in Net Assets		Total
		Charges for Services	Operating Grants and Contributions		Primary Government Governmental Activities	Business-type Activities	
Governmental Activities:							
General government	\$ 1,810,723	\$ 7,530			\$ (1,803,193)		\$ (1,803,193)
Public safety	3,517,943	386,217	\$ 95,389		(3,036,337)		(3,036,337)
Highways and streets	3,069,819	5,963	418,369		(2,645,487)		(2,645,487)
Sanitation	569,366	110,311			(459,055)		(459,055)
Health and welfare	114,950				(114,950)		(114,950)
Culture and recreation	1,513,454	298,705	2,943		(1,211,806)		(1,211,806)
Debt service	92,652				(92,652)		(92,652)
Total governmental activities	<u>10,688,907</u>	<u>808,726</u>	<u>516,701</u>	<u>\$ -</u>	<u>(9,363,480)</u>	<u>\$ -</u>	<u>(9,363,480)</u>
Business-type activities:							
Sewer	146,916	86,460		128,334		67,878	67,878
Total business-type activities	<u>146,916</u>	<u>86,460</u>	<u>-</u>	<u>128,334</u>	<u>-</u>	<u>67,878</u>	<u>67,878</u>
Total primary government	<u>\$ 10,835,823</u>	<u>\$ 895,186</u>	<u>\$ 516,701</u>	<u>\$ 128,334</u>	<u>(9,363,480)</u>	<u>67,878</u>	<u>(9,295,602)</u>
General revenues:							
Property and other taxes					6,948,868		6,948,868
Licenses and permits					2,444,643		2,444,643
Grants and contributions:							
Rooms and meals tax distribution					500,322		500,322
State and federal forest land					22		22
Railroad tax					446		446
Interest and investment income					82,436		82,436
Miscellaneous					36,737		36,737
Contributions to permanent fund principal					7,500		7,500
Total general revenues and contributions					<u>10,020,974</u>	<u>-</u>	<u>10,020,974</u>
Change in net assets					657,494	67,878	725,372
Net assets - beginning, as restated					19,879,576	548,981	20,428,557
Net assets - ending					<u>\$ 20,537,070</u>	<u>\$ 616,859</u>	<u>\$ 21,153,929</u>

See accompanying notes to the basic financial statements

EXHIBIT C  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Balance Sheet**  
**Governmental Funds**  
June 30, 2012

	General Fund	Road Construction Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>ASSETS</b>				
Cash and cash equivalents	\$ 15,888,046		\$ 297,659	\$ 16,185,705
Investments	1,832,673		2,139,772	3,972,445
Taxes receivable, net	6,108,629			6,108,629
Accounts receivable, net	156,233		4,102	160,335
Due from other governments	3,298			3,298
Due from other funds	1,126,160		361,390	1,487,550
Prepaid expenses	967			967
Tax deeded property	10,923			10,923
Inventory	28,227			28,227
Restricted cash	8,369			8,369
Total Assets	<u>\$ 25,163,525</u>	<u>\$ -</u>	<u>\$ 2,802,923</u>	<u>\$ 27,966,448</u>
<b>LIABILITIES</b>				
Accounts payable	\$ 780,298		\$ 28,608	\$ 808,906
Retainage payable	21,017	\$ 121,053		142,070
Accrued expenses	407,661			407,661
Deferred revenue	20,242,000			20,242,000
Due to other governments	1,605			1,605
Due to other funds	361,390	1,041,128	31,397	1,433,915
Payable from restricted assets	8,369			8,369
Total Liabilities	<u>21,822,340</u>	<u>1,162,181</u>	<u>60,005</u>	<u>23,044,526</u>
<b>FUND BALANCES</b>				
Nonspendable	29,194		1,519,819	1,549,013
Restricted	144,027		300,958	444,985
Committed	730,784		766,510	1,497,294
Assigned	321,115		155,631	476,746
Unassigned (deficit)	2,116,065	(1,162,181)		953,884
Total Fund Balances	<u>3,341,185</u>	<u>(1,162,181)</u>	<u>2,742,918</u>	<u>4,921,922</u>
Total Liabilities and Fund Balances	<u>\$ 25,163,525</u>	<u>\$ -</u>	<u>\$ 2,802,923</u>	

Amounts reported for governmental activities in the statement of net assets are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds

17,819,471

Property taxes are recognized on an accrual basis in the statement of net assets, not the modified accrual basis

424,283

Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds. Long-term liabilities at year end consist of:

Bonds payable	(80,000)
Notes payable	(2,115,377)
Capital leases payable	(246,628)
Accrued interest on long-term obligations	(38,796)
Other post-employment benefits payable	(147,805)

Net assets of governmental activities

\$ 20,537,070

See accompanying notes to the basic financial statements

## EXHIBIT D

**TOWN OF AMHERST, NEW HAMPSHIRE****Statement of Revenues, Expenditures and Changes in Fund Balances  
Governmental Funds**

For the Year Ended June 30, 2012

	General <u>Fund</u>	Road Construction <u>Fund</u>	Nonmajor Governmental <u>Funds</u>	Total Governmental <u>Funds</u>
Revenues:				
Taxes	\$ 7,035,317		\$ 87,558	\$ 7,122,875
Licenses and permits	2,444,643			2,444,643
Intergovernmental	1,014,548		2,943	1,017,491
Charges for services	440,792		345,089	785,881
Interest and investment income	24,975		57,461	82,436
Miscellaneous	13,118		53,964	67,082
Total Revenues	<u>10,973,393</u>	<u>\$ -</u>	<u>547,015</u>	<u>11,520,408</u>
Expenditures:				
Current operations:				
General government	1,749,949		364	1,750,313
Public safety	3,309,026		46,067	3,355,093
Highways and streets	2,938,193			2,938,193
Sanitation	567,921			567,921
Health and welfare	114,950			114,950
Culture and recreation	1,181,955		305,995	1,487,950
Capital outlay	195,480	2,323,298		2,518,778
Debt service:				
Principal retirement	315,823			315,823
Interest and fiscal charges	78,827			78,827
Total Expenditures	<u>10,452,124</u>	<u>2,323,298</u>	<u>352,426</u>	<u>13,127,848</u>
Excess revenues over (under) expenditures	<u>521,269</u>	<u>(2,323,298)</u>	<u>194,589</u>	<u>(1,607,440)</u>
Other financing sources (uses):				
Proceeds from note issuances		750,000		750,000
Proceeds from capital leases	168,547			168,547
Transfers in	45,000		24,500	69,500
Transfers out	(24,500)		(45,000)	(69,500)
Total other financing sources (uses)	<u>189,047</u>	<u>750,000</u>	<u>(20,500)</u>	<u>918,547</u>
Net change in fund balances	710,316	(1,573,298)	174,089	(688,893)
Fund balances at beginning of year, as restated	<u>2,630,869</u>	<u>411,117</u>	<u>2,568,829</u>	<u>5,610,815</u>
Fund balances (deficit) at end of year	<u>\$ 3,341,185</u>	<u>\$ (1,162,181)</u>	<u>\$ 2,742,918</u>	<u>\$ 4,921,922</u>

**TOWN OF AMHERST, NEW HAMPSHIRE****Reconciliation of the Statement of Revenues, Expenditures  
and Changes in Fund Balances of Governmental Funds  
to the Statement of Activities**

For the Year Ended June 30, 2012

Net Change in Fund Balances--Total Governmental Funds	\$ (688,893)
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays exceeded depreciation expense in the current period.	2,131,703
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.	(174,007)
Proceeds from long-term obligations are other financing sources in the funds, but long-term obligations increase long-term liabilities in the statement of net assets.	(918,547)
Repayment of long-term obligation principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets.	365,681
In the statement of activities, interest is accrued on outstanding bonds and capital leases, whereas in governmental funds, an interest expenditure is reported when due.	(14,651)
Some expenses reported in the statement of activities, such as other post-employment benefits do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.	(43,792)
Change in Net Assets of Governmental Activities	<u>\$ 657,494</u>

See accompanying notes to the basic financial statements

EXHIBIT E  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Statement of Net Assets**  
**Proprietary Funds**  
June 30, 2012

	Business-type Activities Baboosic Lake Septic Fund
<b>ASSETS</b>	
Current Assets:	
Accounts receivable, net	\$ 12,814
Total Current Assets	<u>12,814</u>
Noncurrent Assets:	
Capital assets:	
Depreciable capital assets, net	<u>1,156,930</u>
Total Noncurrent Assets	<u>1,156,930</u>
Total Assets	<u><u>\$ 1,169,744</u></u>
<b>LIABILITIES</b>	
Current Liabilities:	
Accounts payable	\$ 13,996
Accrued expenses	7,836
Due to other funds	53,635
Current portion of notes payable	<u>45,155</u>
Total Current Liabilities	<u>120,622</u>
Noncurrent Liabilities:	
Notes payable	<u>432,263</u>
Total Noncurrent Liabilities	<u>432,263</u>
Total Liabilities	<u>552,885</u>
<b>NET ASSETS</b>	
Invested in capital assets, net of related debt	679,512
Unrestricted (deficit)	<u>(62,653)</u>
Total Net Assets	<u>616,859</u>
Total Liabilities and Net Assets	<u><u>\$ 1,169,744</u></u>

*See accompanying notes to the basic financial statements*

EXHIBIT F  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Statement of Revenues, Expenses and Changes in Net Assets**  
**Proprietary Funds**  
For the Year Ended June 30, 2012

	Business-type Activities Baboosic Lake Septic Fund
Operating revenues:	
Charges for services	\$ 86,460
Total operating revenues	<u>86,460</u>
Operating expenses:	
Cost of operations	20,484
Depreciation	<u>103,479</u>
Total operating expenses	<u>123,963</u>
Operating loss	<u>(37,503)</u>
Non-operating (expenses):	
Interest expense	<u>(22,953)</u>
Net non-operating (expenses)	<u>(22,953)</u>
(Loss) before capital contributions	(60,456)
Capital contributions	<u>128,334</u>
Change in net assets	67,878
Total net assets at beginning of year	<u>548,981</u>
Total net assets at end of year	<u>\$ 616,859</u>

*See accompanying notes to the basic financial statements*

EXHIBIT G  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Statement of Cash Flows**  
**Proprietary Funds**  
For the Year Ended June 30, 2012

	Business-type Activities <u>Baboosic Lake Septic Fund</u>
Cash flows from operating activities:	
Cash received from customers	\$ 100,217
Cash paid to suppliers	<u>(20,310)</u>
Net cash provided by operating activities	<u>79,907</u>
Cash flows from capital financing activities:	
Proceeds from other long-term obligations	5,848
Principal paid on long-term debt	(45,155)
Interest paid on long-term debt	<u>(21,582)</u>
Net cash provided for capital financing activities	<u>(60,889)</u>
Net increase in cash and cash equivalents	19,018
Cash and cash equivalents (deficiency) at beginning of year	<u>(72,653)</u>
Cash and cash equivalents (deficiency) at end of year	<u><u>\$ (53,635)</u></u>
Reconciliation of operating loss to net cash provided by operating activities:	
Operating loss	\$ (37,503)
Adjustments to reconcile operating loss to net cash provided by operating activities:	
Depreciation expense	103,479
Changes in assets and liabilities:	
Accounts receivable, net	13,757
Accounts payable	<u>174</u>
Net cash provided by operating activities	<u><u>\$ 79,907</u></u>
Supplemental disclosure of non-cash transactions:	
Principal forgiveness of long-term debt	\$ 128,334
Capitalized interest	<u>1,371</u>
	<u><u>\$ 129,705</u></u>

*See accompanying notes to the basic financial statements*

EXHIBIT H  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Statement of Fiduciary Net Assets**  
**Fiduciary Funds**  
June 30, 2012

	Private- Purpose <u>Trust Funds</u>	Agency <u>Funds</u>
ASSETS		
Cash and cash equivalents		\$ 225,003
Investments	<u>\$ 1,059,205</u>	<u>464,560</u>
Total assets	<u><u>\$ 1,059,205</u></u>	<u><u>\$ 689,563</u></u>
LIABILITIES		
Due to other governments		\$ 464,560
Due to others		<u>225,003</u>
Total liabilities	<u>\$ -</u>	<u><u>\$ 689,563</u></u>
NET ASSETS		
Held in trust	<u>1,059,205</u>	
Total net assets	<u>1,059,205</u>	
Total liabilities and net assets	<u><u>\$ 1,059,205</u></u>	

*See accompanying notes to the basic financial statements*

EXHIBIT I  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Statement of Changes in Fiduciary Net Assets**  
**Fiduciary Funds**  
For the Year Ended June 30, 2012

	Private- Purpose <u>Trust Funds</u>
ADDITIONS:	
Contributions:	
Private donations	\$ 2,613
Total Contributions	<u>2,613</u>
Investment earnings:	
Interest	26,842
Realized gains on investments	17,445
Net decrease in the fair value of investments	<u>(17,650)</u>
Total Investment Earnings	<u>26,637</u>
Total Additions	<u>29,250</u>
DEDUCTIONS:	
Benefits	<u>32,286</u>
Total Deductions	<u>32,286</u>
Change in net assets	(3,036)
Net assets - beginning of year	<u>1,062,241</u>
Net assets - end of year	<u><u>\$ 1,059,205</u></u>

*See accompanying notes to the basic financial statements*

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**June 30, 2012**

**NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of the Town of Amherst, New Hampshire conform to accounting policies generally accepted in the United States of America for local governmental units, except as indicated hereinafter. The following is a summary of significant accounting policies.

***Financial Reporting Entity***

The Town of Amherst, New Hampshire (the “Town”) was incorporated in 1760. The Town operates under the Town Meeting/Board of Selectmen form of government and performs local governmental functions authorized by State law.

The financial statements include those of the various departments governed by the Board of Selectmen and other officials with financial responsibility. The Town has no other separate organizational units, which meet criteria for inclusion in the financial statements as defined by the Governmental Accounting Standards Board (GASB).

***Basis of Presentation***

The Town’s basic financial statements consist of government-wide statements, including a statement of net assets and a statement of activities, and fund financial statements which provide a more detailed level of financial information.

**1. Government-Wide Financial Statements:**

The statement of net assets and the statement of activities display information about the Town as a whole. These statements include the financial activities of the primary government, except for fiduciary funds.

The statement of net assets presents the financial condition of the governmental and business-type activities of the Town at year end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the Town’s governmental and business-type activities. Direct expenses are those that are specifically associated with a service, program or department and therefore clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program, grants and contributions that are restricted to meeting the operational or capital requirements of a particular program and interest earned on grants that is required to be used to support a particular program. Revenues which are not classified as program revenues are presented as general revenues of the Town. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the Town.

**2. Fund Financial Statements:**

During the year, the Town segregates transactions related to certain Town functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the Town at this more detailed level. The focus of governmental and proprietary fund financial statements is on major funds. Each major fund is

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2012**

presented in a separate column. Nonmajor funds are aggregated and presented in a single column. The fiduciary funds are reported by type.

***Fund Accounting***

The Town uses funds to maintain its financial records during the fiscal year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. The Town employs the use of three categories of funds: governmental, proprietary and fiduciary.

**1. Governmental Funds:**

Governmental funds are those through which most governmental functions typically are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance. The following are the Town's major governmental funds:

The *General Fund* is the main operating fund of the Town and is used to account for all financial resources except those required to be accounted for in another fund.

The *Road Construction Fund* accounts for the financial transactions related to the reconstruction of town roads deemed to be in need of reconstruction.

**2. Proprietary Funds:**

Proprietary fund reporting focuses on the determination of operating income, changes in net assets, financial position and cash flows. Proprietary funds are classified as enterprise or internal service. The Town has no internal service funds. The following is the Town's major proprietary fund:

The *Baboosic Lake Septic Fund* accounts for all revenues and expenses pertaining to the sanitation operations of the Baboosic Lake community septic system.

The Baboosic Lake Septic Fund is utilized to account for operations that are financed and operated in a manner similar to private business enterprises. The stated intent is that the cost (i.e. expenses including depreciation) of providing goods or services to the residents on a continuing basis are financed or recovered primarily through user charges.

**3. Fiduciary Funds:**

Fiduciary fund reporting focuses on net assets and changes in net assets. The fiduciary fund category is split into two classifications: private-purpose trust funds and agency funds. Trust funds are used to account for assets held by the Town under a trust agreement for individuals, private organizations, or other governments and are therefore not available to support the Town's own programs. The Town maintains eight private-purpose trust funds, which account for monies designated to benefit individuals within the Town. The Town's agency funds are custodial in nature (assets equal liabilities) and do not involve the measurement of results of operations. The Town's agency funds account for the capital reserve funds of the Amherst School District, Souhegan Cooperative School District and the SAU #39

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2012**

Capital Facilities Fund, which are held by the Town as required by State law. Other agency funds consist of escrows and developer's performance bonds.

***Measurement Focus***

**1. Government-Wide Financial Statements:**

The government-wide financial statements are prepared using the economic resources measurement focus. All assets and liabilities associated with the operation of the Town are included on the Statement of Net Assets.

**2. Fund Financial Statements:**

All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. The statement of revenues, expenditures and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach differs from the manner in which the governmental activities of the government-wide financial statements are prepared. Governmental fund financial statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

Like the government-wide statements, the proprietary fund type is accounted for on a flow of economic resources measurement focus. All assets and all liabilities associated with the operation of these funds are included on the statement of net assets. The statement of revenues, expenses and changes in net assets presents increases (i.e., revenues) and decreases (i.e., expenses) in net total assets. The statement of cash flows provides information about how the Town finances and meets the cash flow needs of its proprietary activities.

The private-purpose trust funds are reported using the economic resources measurement focus.

***Basis of Accounting***

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting. Proprietary and fiduciary funds also use the accrual basis of accounting. Governmental funds use the modified accrual basis of accounting. Differences in the accrual and the modified accrual basis of accounting arise in the recognition of revenue, the recording of deferred revenue, and in the presentation of expenses versus expenditures.

In the government-wide financial statements and proprietary fund statements, private-sector standards of accounting and financial reporting issued prior to December 1, 1989, are followed to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board. The Town has elected not to follow the FASB pronouncements issued subsequent to November 30, 1989.

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2012**

**1. Revenues – Exchange and Non-exchange Transactions:**

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the year in which the resources are measurable and become available. Available means that the resources will be collected within the current year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current year. For the Town, available means expected to be received within sixty days of year end.

Non-exchange transactions, in which the Town receives value without directly giving equal value in return, include property taxes, grants, entitlements and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied (see Note 2). Revenue from grants, entitlements and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the fiscal year when use is first permitted; matching requirements, in which the Town must provide local resources to be used for a specified purpose; and expenditure requirements, in which the resources are provided to the Town on a reimbursement basis. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

Under the modified accrual basis, the following revenue sources are considered to be both measurable and available at year end: property taxes and interest on investments.

Licenses and permits, charges for services, and miscellaneous revenues (except interest on investments) are recorded as revenues when received in cash because they are generally not measurable until actually received.

**2. Deferred Revenue:**

Deferred revenue arises when assets are recognized before revenue recognition criteria have been satisfied. Grants and entitlements received before the eligibility requirements are met are recorded as deferred revenue. On governmental fund financial statements, receivables that will not be collected within the available period have also been reported as deferred revenue.

**3. Expenses/Expenditures:**

On the accrual basis of accounting, expenses are recognized at the time they are incurred.

The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable. Allocations of cost, such as depreciation and amortization are not recognized in governmental funds.

***Budgetary Data***

The Town's budget represents functional appropriations as authorized by annual or special Town meetings. The Selectmen may transfer funds between operating categories as they deem necessary. The Town adopts its budget under State regulations, which differ somewhat from accounting principles

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2012**

generally accepted in the United States of America in that the focus is on the entire governmental unit rather than on the basis of fund types.

State law requires balanced budgets but permits the use of beginning fund balance to reduce the property tax rate. For the year ended June 30, 2012, the Town applied \$190,000 of its unassigned fund balance to reduce taxes.

***Encumbrance Accounting***

Encumbrance accounting, under which purchase orders and other commitments for expenditure of monies are recorded in order to reserve a portion of the applicable appropriation, is employed as an extension of formal budgetary integration in Governmental Funds. Encumbrances outstanding at year end are reported as a component of fund balance since they do not constitute expenditures or liabilities, but rather commitments related to unperformed contracts for goods and services.

***Cash and Cash Equivalents***

The Town pools its cash resources for the governmental and proprietary funds. Cash applicable to a particular fund is reflected as an interfund balance. For the purpose of the Statement of Cash Flows, cash and cash equivalents consist of the following:

	Baboosic
	Lake Septic
	<u>Fund</u>
Due to other funds	<u>\$ 53,635</u>

***Investments***

Investments are stated at their fair value in all funds. Certificates of deposit with a maturity of greater than ninety days from the date of issuance are included in investments.

***Taxes Receivable***

Taxes levied during the current fiscal year and prior and uncollected at June 30, 2012 are recorded as receivables net of reserves for estimated uncollectibles of \$65,000.

***Accounts Receivable***

Accounts receivable are recorded net of reserves for estimated uncollectibles of \$54,508 and \$6,421 in the General Fund and Baboosic Lake Septic Fund, respectively.

***Prepaid Expenses***

Payments made to vendors for services that will benefit periods beyond June 30, 2012 are recorded as prepaid items.

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2012**

***Inventory***

On government-wide financial statements, inventories are presented at the lower of cost or market on a first-in, first-out basis and are accounted for on the consumption method of accounting.

On fund financial statements, inventories of governmental funds are stated at cost. Cost is determined on a first-in, first out basis. Inventory in governmental funds consists of expendable supplies held for consumption.

***Restricted Cash***

Restricted cash consists of deposits held in escrow accounts.

***Capital Assets***

General capital assets result from expenditures in the governmental funds. These assets are reported in the government-wide statement of net assets, but are not reported in the governmental fund financial statements.

All capital assets including infrastructure and intangible assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated capital assets are recorded at their fair values as of the date received. The Town maintains a capitalization threshold of \$5,000. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not. Interest incurred during the construction phase of capital assets of business-type activities is also capitalized.

All reported capital assets except for land, easements with an indefinite life, library books, works of art and construction in progress are depreciated. Improvements are depreciated over the remaining useful lives of the related capital assets. Useful lives for infrastructure were estimated based on the Town's historical records of necessary improvements and replacement. Depreciation is computed using the straight-line method over the following useful lives:

<u>Description</u>	<u>Years</u>
Infrastructure	40
Land improvements	15-20
Buildings and improvements	40
Vehicles and equipment	5-10
Library media	10

***Compensated Absences***

Employees earn vacation and sick leave as they provide services. Pursuant to Town personnel policy and collective bargaining agreements, employees earn vacation at ten to twenty days per year dependent upon length of service and are entitled to two personal days per year. Full time employees are entitled to 7 paid sick days per year. On the anniversary date of hire, an employee is compensated for half of his/her unused sick days and the other half of the unused sick days are accumulated in each employee's sick bank for a maximum of thirty days. Any employee that has accumulated the maximum thirty days in the sick bank is compensated for all of his/her unused sick days from the previous year. All unused sick days will

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2012**

be canceled upon termination for any cause. The Town budgets for these expenditures on a “pay as you go” basis.

For governmental fund financial statements, compensated absences are reported as liabilities and expenditures as payments come due each period upon the occurrence of employee death or retirement. The entire compensated absence liability is reported on the government-wide financial statements.

***Accrued Liabilities and Long-Term Obligations***

All payables, accrued liabilities, and long-term obligations are reported in the government-wide financial statements. In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current resources, are reported as obligations of the funds. However, compensated absences that will be paid from governmental funds are reported as liabilities in the fund financial statements only to the extent that they are due for payment during the current fiscal year. General obligation bonds and other long-term obligations that will be paid from governmental funds are recognized as a liability in the fund financial statements when due.

***Net Assets***

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances on any borrowings used for the acquisition, construction or improvement of those assets. Net assets are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Town or through external restrictions imposed by creditors, grantors or laws or regulations of other governments.

The Town’s policy is to first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net assets are available.

***Fund Balance Policy***

GASB Statement 54 established new fund balance classifications and changed the definition of governmental fund types. Under Statement 54, the Town has segregated fund balance into five classifications; Nonspendable, Restricted, Committed, Assigned, and Unassigned. These components of fund balance are defined as follows:

- Nonspendable Fund Balance: Amounts that are not in a spendable form or are required to be maintained intact.
- Restricted Fund Balance: Amounts that can only be spent for the specific purposes stipulated by external resource providers or the enabling legislation. Restrictions may be changed or lifted only with the consent of the resource providers or the enabling legislation.
- Committed Fund Balance: Amounts that can be used only for the specific purposes determined by a formal action of the Town’s highest level of decision making authority. Commitments may be changed or lifted only by the governing body taking the same formal action that imposed the constraint originally.
- Assigned Fund Balance: Amounts a government intends to use for a specific purpose.

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2012**

- Unassigned Fund Balance: Amounts that are not obligated or specifically designated and are available for any purpose. The residual classification of any General Fund balance is to be reported here. Any deficit fund balance of another fund is also classified as unassigned.

In circumstances where expenditures are incurred for purposes for which both restricted and unrestricted fund balance is available, restricted fund balance is considered to have been spent first. When expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classification can be used, committed amounts should be reduced first, followed by assigned amounts then unassigned amounts.

Pursuant to the Town's policy at year end, if any of the special revenue funds has a deficit unassigned fund balance, the Town Administrator is authorized to transfer funds from the General Fund to cover the deficit, providing the General Fund has the resources to do so.

In accordance with the Town's fund balance policy, the Town will strive to maintain an unassigned fund balance in its General Fund equal to 8-15% of the total appropriations of the community (which includes the Town, Schools, and County). The Board of Selectmen will review this information each year in order to determine the amount, if any, of unassigned fund balance to use to balance the budget and to reduce the property tax rate.

***Interfund Activity***

Transfers between governmental and business-type activities on the government-wide statements are reported in the same manner as general revenues.

Exchange transactions between funds are reported as revenues in the seller funds and as expenditures/expenses in the purchaser funds. Flows of cash or goods from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds and after non-operating revenues/expenses in the proprietary funds.

Repayments from funds responsible for particular expenditures/expenses to the funds that initially paid for them are not presented in the financial statements.

***Operating Revenues and Expenses***

Operating revenues are those revenues that are generated directly from the primary activity of the proprietary fund. For the Baboosic Lake Septic Fund, these revenues are charges to customers for sales and services. Operating expenses, which include depreciation on capital assets, are necessary costs incurred to provide the service that is the primary activity of the proprietary fund. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

***Estimates***

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America require management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results may differ from those estimates. Significant estimates include depreciation expense, the allowance for uncollectible taxes and receivables, and the liability for other post-employment benefits.

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2012**

**NOTE 2—PROPERTY TAXES**

Taxes are levied on the assessed valuation of all taxable real property as of the prior April 1 (\$1,562,530,600 as of April 1, 2011) and are due in two installments on July 1, 2011 and December 1, 2011. Taxes paid after the due dates accrue interest at 12% per annum. Property taxes are recognized as revenue when received in cash or if available to finance current period operations (within sixty days of year end).

Under State law, the Tax Collector obtains tax liens on properties which have unpaid taxes in the following calendar year after taxes were due for the amount of unpaid taxes, interest and costs. These priority tax liens accrue interest at 18% per annum. If the property is not redeemed within a two year redemption period, the property may be tax deeded to the Town.

In accordance with State law, the Town collects taxes for the Amherst School District, Souhegan Cooperative School District, and Hillsborough County, all independent governmental units, which are remitted to them as required by law. The Town also collects State of New Hampshire Education taxes, which are remitted directly to the school districts. Total taxes appropriated during the year were \$18,504,518, \$12,259,459 and \$1,909,354 for the Amherst School District, Souhegan Cooperative School District and Hillsborough County, respectively. These taxes are not recognized as revenues in these financial statements. The Town bears responsibility for uncollected taxes.

**NOTE 3—RISK MANAGEMENT**

The Town is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During the fiscal year ended June 30, 2012 the Town was a member of the New Hampshire Public Risk Management Exchange (PRIMEX). The Town currently reports all of its risk management activities in its General Fund. The Trust is classified as a "Risk Pool" in accordance with accounting principles generally accepted in the United States of America.

The Trust agreements permit the Trust to make additional assessments to members should there be a deficiency in Trust assets to meet its liabilities. Accounting principles generally accepted in the United States of America require members of pools with a sharing of risk to determine whether or not such assessment is probable and, if so, a reasonable estimate of such assessment. At this time, the Trust foresees no likelihood of an additional assessment for any of the past years. Claims expenditures and liabilities are reported when it is probable that a loss has occurred and the amount of that loss can be reasonably estimated. These losses include an estimate of claims that have been incurred but not reported. Based on the best available information there is no liability at June 30, 2012.

***Property and Liability Insurance***

PRIMEX provides certain property and liability insurance coverage to member towns, cities, and other qualified political subdivisions of New Hampshire. As a member of PRIMEX, the Town shares in contributing to the cost of and receiving benefit from a self-insured pooled risk management program. The program includes a Self Insured Retention Fund from which is paid up to \$500,000 for each and every covered property, crime and/or liability loss that exceeds \$1,000.

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2012**

***Worker's Compensation***

PRIMEX provides statutory worker's compensation coverage to member towns, cities, and other qualified political subdivisions of New Hampshire. The Trust is self-sustaining through annual member premiums and provides coverage for the statutorily required workers' compensation benefits and employer's liability coverage up to \$2,000,000. The program includes a Loss Fund from which is paid up to \$500,000 for each and every covered claim.

**NOTE 4—DEPOSITS AND INVESTMENTS**

The Town has combined the cash resources of its governmental and proprietary fund types. For accounting and reporting purposes, that portion of the pooled cash balance is reported in the specific fund as an interfund balance.

Deposits and investments as of June 30, 2012 are classified in the accompanying financial statements as follows:

Statement of Net Assets:	
Cash and cash equivalents	\$ 16,185,705
Investments	3,972,445
Restricted cash	8,369
Statement of Fiduciary Net Assets:	
Cash and cash equivalents	225,003
Investments	<u>1,523,765</u>
	<u>\$ 21,915,287</u>

Deposits and investments at June 30, 2012 consist of the following:

Cash on hand	\$ 41,844
Deposits with financial institutions	17,718,372
Investments	<u>4,155,071</u>
	<u>\$ 21,915,287</u>

The Town requires that deposits and investments be made in New Hampshire based financial institutions that are participants in one of the federal depository insurance programs for all governmental fund types. The Town limits its investments to demand deposits, money market accounts and repurchase agreements in accordance with New Hampshire State law (RSA 41:29). Responsibility for the investments of the Trust Funds is with the Board of Trustees, who have employed professional banking assistance in accordance with New Hampshire State law (RSA 31:38a). Responsibility for the investments of the library is with the Library Trustees.

***Interest Rate Risk***

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Town, Trustees of Trust Funds, and the Library Trustees do not have a policy regarding interest rate risk.

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2012**

Information about the sensitivity of the fair values of the Town's investments to market interest rate fluctuations is provided by the following table that shows the distribution of investments by maturity:

Investment Type	Fair Value	Remaining Maturity (In Years)		
		0-1 Years	1-5 Years	> 5 Years
Corporate bonds	<u>\$ 957,559</u>	<u>\$ 52,021</u>	<u>\$ 551,923</u>	<u>\$ 353,615</u>

***Credit Risk***

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization.

The Town's investment policy for its governmental funds addresses credit risk by limiting investments to the safest types of securities. The Town limits its investments to money market accounts, repurchase agreements, the New Hampshire Public Deposit Investment Pool, and obligations fully guaranteed by the United States government.

The Trustees of Trust Funds do not have formal investment policies for managing its investments exposure from credit risk.

The following is the actual rating at year end for each investment type:

	Investment Type				
	Corporate Bonds	Money Market Mutual Funds	Mutual Funds	Foreign Mutual Funds	Totals
Ratings as of Year End					
A1	\$ 278,790				\$ 278,790
A2	352,063				352,063
A3	219,662				219,662
BAA2	107,044				107,044
Not Rated		\$ 1,602,486	\$ 316,980	\$ 164,433	2,083,899
Fair Value	<u>\$ 957,559</u>	<u>\$ 1,602,486</u>	<u>\$ 316,980</u>	<u>\$ 164,433</u>	<u>\$ 3,041,458</u>

***Custodial Credit Risk***

Custodial credit risk for deposits is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party.

In accordance with the Town's investment policy for its governmental funds, all security transactions must be secured by collateral having a value at least equal to the amount of funds in excess of the FDIC deposit limits. Such collateral shall be segregated for the exclusive benefit of the Town and may consist of obligations of the United States government, United States government agencies or obligations of the State of New Hampshire.

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2012**

The Trustees of Trust Funds and the Library Trustees have no policy regarding custodial credit risk.

Of the Town's deposits with financial institutions at year end, \$16,640,305 was collateralized by securities held by the bank in the bank's name.

As of June 30, 2012, Town investments in the following investment types were held by the same counterparty that was used to buy the securities.

	Reported Amount
Corporate bonds	\$ 957,559
Equity securities	1,049,963
Foreign equity securities	63,650
Money market mutual funds	1,602,486
Mutual funds	316,980
Foreign mutual funds	164,433
	<u>\$ 4,155,071</u>

***Foreign Currency Risk***

Foreign currency risk is the risk that changes in foreign exchange rates will adversely affect the fair values of an investment or deposit. As of June 30, 2012, the Town held \$164,433 and \$63,650 in foreign mutual funds and equity securities, respectively. The Town and the Trustees of Trust Funds do not have an investment policy for assurance against foreign currency risk.

**NOTE 5—CAPITAL ASSETS**

The following is a summary of changes in capital assets in the governmental funds:

	Balance <u>7/1/2011</u>	<u>Additions</u>	<u>Reductions</u>	Balance <u>6/30/2012</u>
Governmental activities:				
Capital assets not depreciated:				
Land	\$ 7,728,014			\$ 7,728,014
Library books	2,830,353	\$ 55,191		2,885,544
Works of art	22,079			22,079
Construction in progress	150,000	2,323,298	\$ (150,000)	2,323,298
Total capital assets not being depreciated	<u>10,730,446</u>	<u>2,378,489</u>	<u>(150,000)</u>	<u>12,958,935</u>
Other capital assets:				
Infrastructure	1,179,494			1,179,494
Land improvements	565,106			565,106
Buildings and improvements	2,943,466			2,943,466
Vehicles and equipment	5,263,453	385,725		5,649,178
Library media	329,836	15,059		344,895
Total other capital assets at historical cost	<u>10,281,355</u>	<u>400,784</u>	<u>-</u>	<u>10,682,139</u>

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2012**

Less accumulated depreciation for:

Infrastructure	(39,981)	(58,975)		(98,956)
Land improvements	(107,004)	(37,486)		(144,490)
Buildings and improvements	(889,445)	(67,832)		(957,277)
Vehicles and equipment	(4,136,631)	(319,747)		(4,456,378)
Library media	(150,972)	(13,530)		(164,502)
Total accumulated depreciation	<u>(5,324,033)</u>	<u>(497,570)</u>	<u>-</u>	<u>(5,821,603)</u>
Total other capital assets, net	<u>4,957,322</u>	<u>(96,786)</u>	<u>-</u>	<u>4,860,536</u>
Total capital assets, net	<u>\$ 15,687,768</u>	<u>\$ 2,281,703</u>	<u>\$ (150,000)</u>	<u>\$ 17,819,471</u>

Depreciation expense was charged to governmental functions as follows:

General government	\$ 33,586
Public safety	152,903
Highways and streets	232,480
Sanitation	750
Culture and recreation	<u>77,851</u>
Total governmental activities depreciation expense	<u>\$ 497,570</u>

The balance of the assets acquired through capital leases as of June 30, 2012 is as follows:

Vehicles and equipment	\$ 421,220
Less accumulated depreciation for:	
Vehicles and equipment	<u>(119,590)</u>
	<u>\$ 301,630</u>

The following is a summary of changes in capital assets in the proprietary fund:

	Balance 7/1/2011	Additions	Reductions	Balance 6/30/2012
Business-type activities:				
Other capital assets:				
Land improvements	\$ 1,551,999			\$ 1,551,999
Total other capital assets at historical cost	<u>1,551,999</u>	<u>\$ -</u>	<u>\$ -</u>	<u>1,551,999</u>
Less accumulated depreciation for:				
Land improvements	<u>(291,590)</u>	<u>(103,479)</u>		<u>(395,069)</u>
Total accumulated depreciation	<u>(291,590)</u>	<u>(103,479)</u>	<u>-</u>	<u>(395,069)</u>
Total capital assets, net	<u>\$ 1,260,409</u>	<u>\$ (103,479)</u>	<u>\$ -</u>	<u>\$ 1,156,930</u>

Depreciation expense was charged to the proprietary fund as follows:

Baboosic Lake Septic Fund	<u>\$ 103,479</u>
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**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2012**

**NOTE 6—DEFINED BENEFIT PLAN**

***Plan Description***

The Town contributes to the New Hampshire Retirement System (NHRS), a cost-sharing multiple-employer defined benefit pension plan administered by the NHRS Board of Trustees. The plan provides service, disability, death and vested retirement allowances to plan members and beneficiaries. Benefit provisions are established and may be amended by the New Hampshire State legislature. The NHRS issues a publicly available financial report that includes financial statements and required supplementary information for NHRS. That report may be obtained by writing to New Hampshire Retirement System, 54 Regional Drive, Concord, New Hampshire 03301.

***Funding Policy***

Covered police officers and fire employees are required to contribute 11.55% and 11.80%, respectively of their covered salary, and the Town is required to contribute at an actuarially determined rate. The Town's contribution rates for the covered payroll of police officers and fire employees were 19.95% and 22.89%. The Town contributes 100% of the employer cost for police officers and fire employees.

Per RSA-100:16, plan member contribution rates are established and may be amended by the New Hampshire State legislature and employer contribution rates are determined by the NHRS Board of Trustees based on an actuarial valuation. The Town's contributions to the NHRS for the years ending June 30, 2012, 2011, and 2010 were \$298,889, \$222,763, and \$188,319, respectively, equal to the required contributions for each year.

**NOTE 7—OTHER POST-EMPLOYMENT BENEFITS**

In addition to providing pension benefits, the Town provides dental, medical and pharmacy benefits to its eligible retirees. Dental, medical and pharmacy benefits have three groups of coverage. For group one, general employees covered by the New Hampshire Retirement System (NHRS), the employee must reach the age of 50 with 10 years of service, obtain 70 points (the sum of age and years of service) or reach the age of 60 to qualify for this benefit. For group two, general employees not covered by the NHRS, the employee must reach the age of 60 with 2 years of service or have at least 25 years of service to qualify for this benefit. For group three, public safety officers, the employee must reach the age of 45 with 20 years of service or reach the age of 60 to qualify for this benefit. All other retirees and spouses of retirees pay the full cost of the health care coverage. The benefits, benefit levels, employee contributions and employer contributions are governed by RSA 100-A:50. As of July 1, 2009, the actuarial valuation date, approximately 3 retirees and 61 active employees meet the eligibility requirements. The plan does not issue a separate financial report.

***Annual OPEB Costs***

The Town's fiscal 2012 annual OPEB expense is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined using the alternative measurement method in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid, on an ongoing basis, is projected to cover the normal cost each year and amortize the unfunded actuarial liability over a period of thirty years. The Town's annual OPEB cost for the fiscal year ending

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2012**

June 30, 2012 including the amount actually contributed to the plan, and the change in the Town's net OPEB obligation based on an actuarial valuation as of July 1, 2009 is as follows:

Annual Required Contribution (ARC)	\$ 114,574
Interest on Net OPEB obligation (NOO)	4,161
NOO Amortization adjustment to ARC	<u>(4,134)</u>
Annual OPEB cost	114,601
Contributions made	<u>(70,809)</u>
Increase in Net OPEB obligation	43,792
Net OPEB obligation - beginning of year	<u>104,013</u>
Net OPEB obligation - end of year	<u><u>\$ 147,805</u></u>

The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for the fiscal years ending June 30, 2012, 2011 and 2010 are as follows:

<u>Fiscal Year Ended</u>	<u>Annual OPEB Cost</u>	<u>Percentage of OPEB Cost Contributed</u>	<u>Net OPEB Obligation</u>
6/30/2012	\$ 114,601	61.8%	\$ 147,805
6/30/2011	\$ 115,915	53.4%	\$ 104,013
6/30/2010	\$ 106,198	53.0%	\$ 49,960

The Town's net OPEB obligation as of June 30, 2012 is recognized as a liability in these financial statements.

***Funded Status and Funding Progress for OPEB***

The funded status of the plan as of July 1, 2009, the date of the most recent actuarial valuation is as follows:

Actuarial Accrued Liability (AAL)	\$ 1,255,353
Actuarial value of plan assets	<u>-</u>
Unfunded Actuarial Accrued Liability (UAAL)	<u><u>\$ 1,255,353</u></u>
Funded ratio (actuarial value of plan assets/AAL)	0.0%
Covered payroll (active plan members)	\$ 3,265,756
UAAL as a percentage of covered payroll	38.4%

The alternative measurement valuation involves estimates of the value of reported amounts and assumptions about the probability of events in the future. The total cost of providing post-employment benefits is projected, taking into account assumptions about current claim cost, turnover, mortality, health care trends, and other key assumptions. Internally generated key assumptions, based on recent trends within the Town, include general considerations, expected point at which benefits begin, and marital and dependency status. Mortality assumptions were derived from the RP2000 Mortality Table. Turnover assumptions were based on the Standard Turnover Assumption from pronouncement GASB No. 45. The assumption on health care trends was provided by an independent company that assisted the Town in the preparation of the alternative measurement method for GASB 45. Based on this independent company's help, the health care trends do not reflect potential changes in future health costs due to the passage of the

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2012**

Patient Protection and Affordable Care Act signed on March 23, 2010, as amended by the Health Care and Education Reconciliation Act signed on March 30, 2010 as the impact of these recent legislations are unknown. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future. The required schedule of funding progress presented as required supplementary information provides multi-year trend information that shows whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits.

***Actuarial Methods and Assumptions for OPEB***

Projections of benefits for financial reporting purposes are based on the plan as understood by the Town and the plan members and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the Town and plan members to that point. Actuarial calculations reflect a long-term perspective and employ methods and assumptions that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets.

In the July 1, 2009 actuarial valuation, the Projected Unit Credit method was used. The actuarial value of assets was not determined as the Town has not advance funded its obligation. The actuarial assumptions included a 4.0% investment rate of return and an annual healthcare cost trend rate of 10.0% initially, and then reduced by .5% decrements to an ultimate rate of 5.0% after 10 years. The amortization costs for the initial Unfunded Actuarial Accrued Liability (UAAL) is a level percentage of payroll for a period of thirty years on an open group basis. This has been calculated assuming the amortization payment increases at a rate of 3.0% per year.

**NOTE 8—LONG-TERM OBLIGATIONS**

***Changes in Long-Term Obligations***

The changes in the Town's long-term obligations for the year ended June 30, 2012 are as follows:

	Balance 7/1/2011	Additions	Reductions	Balance 6/30/2012	Due Within One Year
<b>Governmental activities:</b>					
Bonds payable	\$ 165,000		\$ (85,000)	\$ 80,000	\$ 80,000
Notes payable	1,596,200	\$ 750,000	(230,823)	2,115,377	430,822
Capital leases payable	127,939	168,547	(49,858)	246,628	93,631
Total governmental activities	<u>\$ 1,889,139</u>	<u>\$ 918,547</u>	<u>\$ (365,681)</u>	<u>\$ 2,442,005</u>	<u>\$ 604,453</u>
<b>Business-type activities:</b>					
Notes payable	\$ 392,868	\$ 258,039	\$ (173,489)	\$ 477,418	\$ 45,155
Other long-term obligations	256,668	1,371	(258,039)	-	-
Total business-type activities	<u>\$ 649,536</u>	<u>\$ 259,410</u>	<u>\$ (431,528)</u>	<u>\$ 477,418</u>	<u>\$ 45,155</u>

Payments on the general obligation bonds, notes payable and capital leases of the governmental activities are paid out of the General Fund. Payments on the notes payable of the business-type activities are paid out of the Baboosic Lake Septic Fund.

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2012**

***General Obligation Bonds***

Governmental Activities:

Bonds payable at June 30, 2012 are comprised of the following individual issues:

\$400,000 Lindabury Apple Orchard Bonds due in annual installments of \$40,000 through March 2013; interest at 4.02%	\$ 40,000
\$442,000 Joppa Hill Road Bonds due in annual installments of \$42,000 through December 2003; \$45,000 through December 2011; and \$40,000 through December 2012; interest at 4.02%	40,000
	<u>\$ 80,000</u>

Debt service requirements to retire general obligation bonds outstanding at June 30, 2012 are as follows:

Year Ending June 30, 2013	<u>Principal</u>	<u>Interest</u>	<u>Totals</u>
	\$ 80,000	\$ 3,216	\$ 83,216

As included on the Statement of Activities (Exhibit B), interest for the year ended June 30, 2012 was \$5,326 on general obligation debt for governmental activities.

***Notes Payable***

Governmental Activities:

Notes payable for governmental activities at June 30, 2012 are comprised of the following individual issues:

\$711,268 Road Reconstruction Notes due in annual installments of \$121,667 through June 2016 and an annual installment of \$102,935 in June 2017; interest at 3.67%	\$ 589,601
\$500,000 Spring Road Notes due in annual installments of \$50,000 through August 2020; interest at 3.02%	450,000
\$300,000 OSAC Land Notes due in annual installments of \$30,000 through October 2017; interest at 3.56%	180,000
\$291,554 Tanker Notes due in annual installments of \$29,155 through July 2016; interest at 4.45%	145,776
\$750,000 Road Reconstruction Notes due in annual installments of \$200,000 through June 2015 and an annual installment of \$150,000 in June 2016; interest at 2.95%	750,000
	<u>\$ 2,115,377</u>

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2012**

Debt service requirements to retire the notes payable for governmental activities at June 30, 2012 are as follows:

Year Ending <u>June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Totals</u>
2013	\$ 430,822	\$ 85,061	\$ 515,883
2014	430,822	54,820	485,642
2015	430,822	40,579	471,401
2016	380,822	26,339	407,161
2017	212,089	13,597	225,686
2018-2021	230,000	15,638	245,638
	<u>\$2,115,377</u>	<u>\$ 236,034</u>	<u>\$ 2,351,411</u>

As included on the Statement of Activities (Exhibit B), interest for the year ended June 30, 2012 was \$87,326 on notes payable for governmental activities.

Business-type Activities:

Notes payable at June 30, 2012 are comprised of the following individual issues:

\$178,500 Baboosic Lake Septic Notes due in annual installments of \$11,900 through September 2022; interest at 4.20%.	\$ 130,900
\$132,278 Baboosic Lake Septic Notes due in annual installments of \$13,228 through July 2016; interest at 4.45%.	66,140
\$170,700 Baboosic Lake Septic Notes due in annual installments of \$11,380 through August 2025; interest at 3.17%.	159,320
\$258,039 Baboosic Lake Septic Notes due in annual installments of \$8,647 through April 2026; interest at 2.91%.	
A total of \$128,334 of principal was forgiven at the time of the initial payment.	
	<u>121,058</u>
	<u>\$ 477,418</u>

Debt service requirements to retire the notes payable for business-type activities at June 30, 2012 are as follows:

Year Ending <u>June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Totals</u>
2013	\$ 45,155	\$ 16,489	\$ 61,644
2014	45,155	14,767	59,922
2015	45,155	13,066	58,221
2016	45,155	11,365	56,520
2017	45,155	9,676	54,831
2018-2022	159,635	30,185	189,820
2023-2026	92,008	6,376	98,384
	<u>\$ 477,418</u>	<u>\$ 101,924</u>	<u>\$ 579,342</u>

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2012**

As included on the Statement of Revenues, Expenses and Changes in Net Assets – Proprietary Funds (Exhibit F), interest expense for the year ended June 30, 2012 was \$22,953 on notes payable for the business-type activities.

***Capital Lease Obligations***

Capital lease obligations represent lease agreements entered into for the financing of equipment acquisitions. These contracts are subject to cancellation should funds not be appropriated to meet payment obligations. Amounts are annually budgeted in the applicable function. The following are the individual capital lease obligations at June 30, 2012:

Highway equipment lease, due in annual installments of \$7,056, including interest at 4.07% through August 2014	\$ 19,554
Highway equipment lease, due in annual installments of \$39,976, including interest at 2.85% through January 2016	148,993
Vehicle lease, due in annual installments of \$5,872, including interest at 9.11% through July 2012	5,616
Highway equipment lease, due in annual installments of \$21,364, including interest at 9.11% through July 2012	20,432
Vehicle lease, due in annual installments of \$27,132, including interest at 2.84% through October 2013	52,033
	<u>\$ 246,628</u>

Debt service requirements to retire capital lease obligations outstanding at June 30, 2012 are as follows:

Year Ending June 30,	Principal	Interest	Totals
2013	\$ 93,631	\$ 7,768	\$ 101,399
2014	69,600	4,563	74,163
2015	44,543	2,489	47,032
2016	38,854	1,122	39,976
	<u>\$ 246,628</u>	<u>\$ 15,942</u>	<u>\$ 262,570</u>

***Authorized and Unissued Debt***

As of June 30, 2012, the Town had the following debt authorized and unissued:

Road reconstruction	\$ 13,038,732
Open space land	5,200,000
Bridge replacement	2,100,260
Baboosic Lake Septic	129,795
Baboosic Lake Community Septic	166,961
	<u>\$ 20,635,748</u>

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2012**

**NOTE 9—INTERFUND BALANCES AND TRANSFERS**

The Town has combined the cash resources of its governmental and proprietary funds. For accounting and reporting purposes, that portion of the pooled cash balance is reported in the specific fund as an interfund balance. In addition, the General Fund has paid for various items that are to be reimbursed from Nonmajor Governmental Funds.

Interfund balances at June 30, 2012 are as follows:

		Due from				
		General	Road	Nonmajor	Baboosic	
		Fund	Construction	Governmental	Lake Septic	
		<u>Fund</u>	<u>Fund</u>	<u>Funds</u>	<u>Fund</u>	
Due to	General Fund		\$ 1,041,128	\$ 31,397	\$ 53,635	\$ 1,126,160
	Nonmajor Governmental Funds	\$ 361,390				361,390
		<u>\$ 361,390</u>	<u>\$ 1,041,128</u>	<u>\$ 31,397</u>	<u>\$ 53,635</u>	<u>\$ 1,487,550</u>

During the year, several interfund transactions occurred between funds. The various transfers between the General Fund and Nonmajor Governmental Funds were made in accordance with budgetary authorizations.

Interfund transfers for the year ended June 30, 2012 are as follows:

		Transfer from		
		General	Nonmajor	
		Fund	Governmental	Totals
			Funds	
Transfer to	General Fund		\$ 45,000	\$ 45,000
	Nonmajor Governmental Funds	\$ 24,500		24,500
		<u>\$ 24,500</u>	<u>\$ 45,000</u>	<u>\$ 69,500</u>

**NOTE 10—RESTRICTED NET ASSETS**

Net assets are restricted for specific purposes at June 30, 2012 as follows:

Endowments - principal	\$ 1,519,819
Endowments - income	296,091
Open space land	110,685
Miscellaneous grants and donations	38,209
	<u>\$ 1,964,804</u>

**NOTE 11—PERFORMANCE DEPOSITS**

The Town holds performance bonds from developers until projects have been completed to Town standards. These bonds are not included as part of the financial statements. At June 30, 2012, the Town held performance deposits totaling \$141,500.

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2012**

**NOTE 12—COMPONENTS OF FUND BALANCE**

The components of the Town's fund balance for its governmental funds at June 30, 2012 are as follows:

<u>Fund Balances</u>	<u>General Fund</u>	<u>Road Construction Fund</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
Nonspendable:				
Prepaid expenses	\$ 967			\$ 967
Endowments			\$ 1,519,819	1,519,819
Inventory	28,227			28,227
Restricted for:				
Endowments - income			296,091	296,091
Open space land	110,685			110,685
Miscellaneous grants and donations	33,342		4,867	38,209
Committed for:				
Recreation Fund			146,600	146,600
Peabody Mill Environmental Center Fund			153,515	153,515
Police Detail Revolving Fund			34,132	34,132
Conservation Commission Fund			432,263	432,263
Capital Reserves Fund	623,016			623,016
Land Use Change Tax Fund	88,680			88,680
Non-lapsing carryforward appropriations	19,088			19,088
Assigned for:				
Encumbrances	314,113			314,113
Library Fund			150,909	150,909
Town Band Fund			4,722	4,722
Recycle Fund	1,749			1,749
Rescue Fund	118			118
Friends of the Orchard Fund	5,135			5,135
Unassigned (deficit):				
Road construction		\$ (1,162,181)		(1,162,181)
General Fund operations	2,116,065			2,116,065
	<u>\$ 3,341,185</u>	<u>\$ (1,162,181)</u>	<u>\$ 2,742,918</u>	<u>\$ 4,921,922</u>

**NOTE 13—COMMITMENTS AND CONTINGENCIES**

***Issuance of Notes Payable***

During June 2011, the Town issued a \$2,100,260 note payable for the reconstruction of three bridges. This note has an interest rate of 3.15% and matures on July 13, 2027. No funds have been drawn down against this note payable as of June 30, 2012. Subsequent to year end (see Note 15), the terms of this note were modified.

During June 2011, the Town issued a \$2,000,000 note payable for road reconstruction, which was modified in September 2011. Per the original agreement, this note had an interest rate of 2.95% and was to mature on July 13, 2022. Effective September 2011, this note matures on June 13, 2022. As of June 30, 2012, the Town has drawn down a total of \$750,000 against this note and has been included as a long-

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2012**

term note payable of the governmental activities. Subsequent to year end (see Note 15), additional funds have been drawn down against this note payable.

During September 2011, a note payable for road reconstruction that was initially issued in the amount of \$3,500,000 was amended to \$1,825,000. This note has an interest rate of 3.67% and matures on June 30, 2026. As of June 30, 2012, the Town has drawn down \$711,268 against this note and has been included as a long-term note payable of the governmental activities. Subsequent to year end (see Note 15), additional funds have been drawn down against this note payable.

***Litigation***

The Town's general counsel estimates that any potential claims against the Town, which are not covered by insurance, are immaterial and would not affect the financial position of the Town.

**NOTE 14—RESTATEMENT OF EQUITY**

During the year ended June 30, 2012, management removed the activity associated with the bonded road reconstruction projects from the General Fund to track the activity separately. This activity is now being accounted for within the Road Construction Fund. In addition, it was determined that the balance of the prepaid expense was overstated as of June 30, 2011.

***Governmental Activities***

The impact of the restatement on the governmental activities is as follows:

	Governmental Activities
Net Assets - July 1, 2011 (as previously reported)	\$ 20,097,107
Amount of restatement due to:	
Overstatement of prepaid expenses	(217,531)
Net Assets - July 1, 2011, as restated	<u>\$ 19,879,576</u>

***Governmental Funds***

The impact of the restatement on the governmental funds is as follows:

	General Fund	Road Construction Fund
Fund Balance - July 1, 2011 (as previously reported)	\$ 3,259,517	\$ -
Amount of restatement due to:		
Reclassification of Road Construction Fund	(411,117)	411,117
Overstatement of prepaid expenses	(217,531)	
Fund Balance - July 1, 2011, as restated	<u>\$ 2,630,869</u>	<u>\$ 411,117</u>

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2012**

	General Fund	Road Construction Fund
Fund Balance - July 1, 2011 (as previously reported)	\$ 3,259,517	\$ -
Amount of restatement due to:		
Reclassification of Road Construction Fund	(411,117)	411,117
Overstatement of prepaid expenses	(217,531)	
Fund Balance - July 1, 2011, as restated	<u>\$ 2,630,869</u>	<u>\$ 411,117</u>

**NOTE 15—SUBSEQUENT EVENTS**

***Long-Term Obligations***

During November 2012, the Town has drawn down funds on its existing notes payable for road construction. An additional \$1,250,000 was drawn down against the \$2,000,000 note payable with an interest rate of 2.95% and maturing on June 13, 2022. An additional \$1,113,732 was also drawn down against the \$1,875,000 note payable with an interest rate of 3.67% and maturing on June 30, 2026.

During January 2013, the Town issued a \$2,000,000 note payable for road reconstruction. This note has an interest rate of 2.25% and matures on June 7, 2023. No funds have been drawn down against this note payable as of June 21, 2013.

During January 2013, a note payable for the reconstruction of three bridges that was issued for \$2,100,260 was modified. Effective January 2013, this note has an interest rate of 2.50% and matures on July 13, 2028. No additional funds have been drawn down against this note payable as of June 21, 2013.

SCHEDULE 1  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Schedule of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual (Budgetary Basis) - General Fund**  
For the Year Ended June 30, 2012

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Favorable (Unfavorable)
	Original	Final		
Revenues:				
Taxes	\$ 6,585,763	\$ 6,585,763	\$ 6,773,752	\$ 187,989
Licenses and permits	2,357,460	2,357,460	2,444,643	87,183
Intergovernmental	901,602	1,006,721	1,014,548	7,827
Charges for services	375,625	375,625	440,792	65,167
Interest income	30,000	30,000	22,886	(7,114)
Miscellaneous	15,605	15,605	7,108	(8,497)
Total Revenues	<u>10,266,055</u>	<u>10,371,174</u>	<u>10,703,729</u>	<u>332,555</u>
Expenditures:				
Current operations:				
General government	1,833,291	1,789,226	1,768,804	20,422
Public safety	3,389,139	3,403,457	3,334,055	69,402
Highways and streets	2,944,540	3,075,645	3,039,373	36,272
Sanitation	591,638	591,638	555,959	35,679
Health and welfare	116,588	126,588	116,150	10,438
Culture and recreation	1,163,059	1,164,459	1,175,796	(11,337)
Capital outlay	22,288	3,200	3,200	-
Debt service:				
Principal retirement	327,490	327,490	315,823	11,667
Interest and fiscal charges	109,205	87,335	78,827	8,508
Total Expenditures	<u>10,497,238</u>	<u>10,569,038</u>	<u>10,387,987</u>	<u>181,051</u>
Excess revenues over (under) expenditures	<u>(231,183)</u>	<u>(197,864)</u>	<u>315,742</u>	<u>513,606</u>
Other financing sources (uses):				
Transfers in	64,230	64,230	75,369	11,139
Transfers out	<u>(70,730)</u>	<u>(70,730)</u>	<u>(70,730)</u>	<u>-</u>
Total other financing sources (uses)	<u>(6,500)</u>	<u>(6,500)</u>	<u>4,639</u>	<u>11,139</u>
Net change in fund balance	(237,683)	(204,364)	320,381	524,745
Fund balance at beginning of year, as restated				
- Budgetary Basis	<u>2,583,976</u>	<u>2,583,976</u>	<u>2,583,976</u>	<u>-</u>
Fund balance at end of year				
- Budgetary Basis	<u>\$ 2,346,293</u>	<u>\$ 2,379,612</u>	<u>\$ 2,904,357</u>	<u>\$ 524,745</u>

See accompanying notes to the required supplementary information

SCHEDULE 2

**TOWN OF AMHERST, NEW HAMPSHIRE**

**Schedule of Funding Progress for Other Post-Employment Benefits**

For the Year Ended June 30, 2012

Actuarial Valuation <u>Date</u>	Actuarial Value of <u>Assets</u>	Actuarial Accrued Liability (AAL) - Projected Unit <u>Credit</u>	Unfunded AAL <u>(UAAL)</u>	Funded <u>Ratio</u>	Covered <u>Payroll</u>	UAAL as a Percentage of Covered <u>Payroll</u>
7/1/2009	\$ -	\$ 1,255,353	\$ 1,255,353	0%	\$ 3,265,756	38.4%

*See accompanying notes to the required supplementary information*

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**  
**June 30, 2012**

**NOTE 1—BUDGET TO ACTUAL RECONCILIATION**

Amounts recorded as budgetary amounts in the Schedule of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual (Budgetary Basis) – General Fund (Schedule 1) are reported on the basis budgeted by the Town. Those amounts differ from those reported in conformity with accounting principles generally accepted in the United States of America in the Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds (Exhibit D). Property tax budgetary revenues are recognized when levied rather than when susceptible to accrual. Budgetary expenditures were adjusted for compensated absences payable amounts budgeted on a “pay as you go” basis, encumbrances, and activity budgeted in the current and subsequent fiscal year. Budgetary revenues and expenditures were adjusted for non-budgetary revenues and expenditures, budgetary transfers, and capital lease activity.

	Revenues and Other Financing <u>Sources</u>	Expenditures and Other Financing <u>Uses</u>
Per Exhibit D	\$ 11,186,940	\$ 10,476,624
Difference in property taxes meeting susceptible to accrual criteria	(174,007)	
Compensated absences payable, June 30, 2011		256,707
Compensated absences payable, June 30, 2012		(284,796)
Encumbrances, June 30, 2011		(157,742)
Encumbrances, June 30, 2012		314,113
Activity recognized in the prior fiscal year and budgeted in the current fiscal year		17,900
Activity recognized in the current fiscal year and budgeted in the subsequent fiscal year		(16,700)
Non-budgetary revenues and expenditures	(95,657)	(25,072)
Budgetary transfers	30,369	46,230
Capital lease activity	(168,547)	(168,547)
Per Schedule 1	<u>\$ 10,779,098</u>	<u>\$ 10,458,717</u>

**NOTE 2—BUDGETARY FUND BALANCES**

The components of the budgetary fund balance for the General Fund are as follows:

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION (CONTINUED)**  
**June 30, 2012**

<b>Nonspendable:</b>	
Prepaid expenses	\$ 967
Inventory	28,227
Tax deeded property	10,923
<b>Restricted:</b>	
PEG grant	14,231
<b>Committed:</b>	
Non-lapsing carryforward appropriation	19,088
<b>Unassigned</b>	<u>2,830,921</u>
	<u>\$ 2,904,357</u>

**NOTE 3—SCHEDULE OF FUNDING PROGRESS FOR OTHER POST-EMPLOYMENT BENEFITS**

In accordance with GASB Statement #45, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions*, the Town is required to disclose the schedule of funding progress for each of the three most recent actuarial valuations. The Town implemented the provisions of GASB Statement #45 during the year ended June 30, 2010. Accordingly, the funding progress has only been presented for the most recent actuarial valuation report. Additional disclosures will be made as the information becomes available.

SCHEDULE A  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Combining Balance Sheet**  
**Governmental Funds - All Nonmajor Funds**  
June 30, 2012

	Special Revenue <u>Funds</u>	Permanent <u>Funds</u>	Combining <u>Totals</u>
<b>ASSETS</b>			
Cash and cash equivalents	\$ 297,659		\$ 297,659
Investments	292,465	\$ 1,847,307	2,139,772
Accounts receivable	4,102		4,102
Due from other funds	361,390		361,390
Total Assets	<u>\$ 955,616</u>	<u>\$ 1,847,307</u>	<u>\$ 2,802,923</u>
<b>LIABILITIES</b>			
Accounts payable	\$ 28,608		\$ 28,608
Due to other funds		\$ 31,397	31,397
Total Liabilities	<u>28,608</u>	<u>31,397</u>	<u>60,005</u>
<b>FUND BALANCES</b>			
Nonspendable		1,519,819	1,519,819
Restricted	4,867	296,091	300,958
Committed	766,510		766,510
Assigned	155,631		155,631
Total Fund Balances	<u>927,008</u>	<u>1,815,910</u>	<u>2,742,918</u>
Total Liabilities and Fund Balances	<u>\$ 955,616</u>	<u>\$ 1,847,307</u>	<u>\$ 2,802,923</u>

SCHEDULE A-1  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Combining Balance Sheet**  
**Governmental Funds - All Nonmajor Special Revenue Funds**  
June 30, 2012

	Library Fund	Recreation Fund	Peabody Mill Environmental Center Fund	Police Detail Revolving Fund	Conservation Commission Fund	Town Band Fund	Miscellaneous Donations Fund	Total Nonmajor Special Revenue Funds
<b>ASSETS</b>								
Cash and cash equivalents	\$ 46,038	\$ 25	\$ 9,928		\$ 232,079	\$ 4,722	\$ 4,867	\$ 297,659
Investments	112,338				180,127			292,465
Accounts receivable				\$ 4,102				4,102
Due from other funds		165,956	145,347	30,030	20,057			361,390
Total Assets	<u>\$ 158,376</u>	<u>\$ 165,981</u>	<u>\$ 155,275</u>	<u>\$ 34,132</u>	<u>\$ 432,263</u>	<u>\$ 4,722</u>	<u>\$ 4,867</u>	<u>\$ 955,616</u>
<b>LIABILITIES</b>								
Accounts payable	\$ 7,467	\$ 19,381	\$ 1,760					\$ 28,608
Total Liabilities	<u>7,467</u>	<u>19,381</u>	<u>1,760</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>28,608</u>
<b>FUND BALANCES</b>								
Restricted							4,867	4,867
Committed		146,600	153,515	34,132	432,263			766,510
Assigned	150,909					4,722		155,631
Total Fund Balances	<u>150,909</u>	<u>146,600</u>	<u>153,515</u>	<u>34,132</u>	<u>432,263</u>	<u>4,722</u>	<u>4,867</u>	<u>927,008</u>
Total Liabilities and Fund Balances	<u>\$ 158,376</u>	<u>\$ 165,981</u>	<u>\$ 155,275</u>	<u>\$ 34,132</u>	<u>\$ 432,263</u>	<u>\$ 4,722</u>	<u>\$ 4,867</u>	<u>\$ 955,616</u>

SCHEDULE B  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Combining Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Governmental Funds - All Nonmajor Funds**  
For the Year Ended June 30, 2012

	Special Revenue <u>Funds</u>	Permanent <u>Funds</u>	Combining <u>Totals</u>
Revenues:			
Taxes	\$ 87,558		\$ 87,558
Intergovernmental	2,943		2,943
Charges for services	345,089		345,089
Interest and investment income	5,086	\$ 52,375	57,461
Miscellaneous	<u>46,464</u>	<u>7,500</u>	<u>53,964</u>
Total Revenues	<u>487,140</u>	<u>59,875</u>	<u>547,015</u>
Expenditures:			
Current operations:			
General government		364	364
Public safety	46,067		46,067
Culture and recreation	<u>305,995</u>		<u>305,995</u>
Total Expenditures	<u>352,062</u>	<u>364</u>	<u>352,426</u>
Excess revenues over expenditures	<u>135,078</u>	<u>59,511</u>	<u>194,589</u>
Other financing sources (uses):			
Transfers in	24,500		24,500
Transfers out	<u>(45,000)</u>		<u>(45,000)</u>
Total other financing sources (uses)	<u>(20,500)</u>	<u>-</u>	<u>(20,500)</u>
Net change in fund balances	114,578	59,511	174,089
Fund balances at beginning of year	<u>812,430</u>	<u>1,756,399</u>	<u>2,568,829</u>
Fund balances at end of year	<u>\$ 927,008</u>	<u>\$ 1,815,910</u>	<u>\$ 2,742,918</u>

## SCHEDULE B-1

## TOWN OF AMHERST, NEW HAMPSHIRE

## Combining Statement of Revenues, Expenditures and Changes in Fund Balances

## Governmental Funds - All Nonmajor Special Revenue Funds

For the Year Ended June 30, 2012

	Library <u>Fund</u>	Recreation <u>Fund</u>	Peabody Mill Environmental Center <u>Fund</u>	Police Detail Revolving <u>Fund</u>	Conservation Commission <u>Fund</u>	Town Band <u>Fund</u>	Miscellaneous Donations <u>Fund</u>	Total Nonmajor Special Revenue <u>Funds</u>
Revenues:								
Taxes					\$ 87,558			\$ 87,558
Intergovernmental					2,943			2,943
Charges for services	\$ 3,179	\$ 227,049	\$ 49,722	\$ 65,139				345,089
Interest and investment income	2,997		4		2,080	\$ 3	\$ 2	5,086
Miscellaneous	25,475	7,500	4,505		4,005	4,349	630	46,464
Total Revenues	<u>31,651</u>	<u>234,549</u>	<u>54,231</u>	<u>65,139</u>	<u>96,586</u>	<u>4,352</u>	<u>632</u>	<u>487,140</u>
Expenditures:								
Current operations:								
Public safety				45,867			200	46,067
Culture and recreation	43,352	187,287	62,600		6,464	6,292		305,995
Total Expenditures	<u>43,352</u>	<u>187,287</u>	<u>62,600</u>	<u>45,867</u>	<u>6,464</u>	<u>6,292</u>	<u>200</u>	<u>352,062</u>
Excess revenues over (under) expenditures	<u>(11,701)</u>	<u>47,262</u>	<u>(8,369)</u>	<u>19,272</u>	<u>90,122</u>	<u>(1,940)</u>	<u>432</u>	<u>135,078</u>
Other financing sources (uses):								
Transfers in			24,500					24,500
Transfers out					(45,000)			(45,000)
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>24,500</u>	<u>-</u>	<u>(45,000)</u>	<u>-</u>	<u>-</u>	<u>(20,500)</u>
Net change in fund balances	(11,701)	47,262	16,131	19,272	45,122	(1,940)	432	114,578
Fund balances at beginning of year	<u>162,610</u>	<u>99,338</u>	<u>137,384</u>	<u>14,860</u>	<u>387,141</u>	<u>6,662</u>	<u>4,435</u>	<u>812,430</u>
Fund balances at end of year	<u>\$ 150,909</u>	<u>\$ 146,600</u>	<u>\$ 153,515</u>	<u>\$ 34,132</u>	<u>\$ 432,263</u>	<u>\$ 4,722</u>	<u>\$ 4,867</u>	<u>\$ 927,008</u>

SCHEDULE C  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Combining Statement of Fiduciary Net Assets**  
**Fiduciary Funds - All Agency Funds**  
June 30, 2012

	School Agency <u>Funds</u>	Performance Bond Agency <u>Funds</u>	Combining <u>Totals</u>
ASSETS			
Cash and cash equivalents		\$ 225,003	\$ 225,003
Investments	\$ 464,560		464,560
Total assets	<u>\$ 464,560</u>	<u>\$ 225,003</u>	<u>\$ 689,563</u>
LIABILITIES			
Due to other governments	\$ 464,560		\$ 464,560
Due to others		\$ 225,003	225,003
Total liabilities	<u>\$ 464,560</u>	<u>\$ 225,003</u>	<u>\$ 689,563</u>

**TOWN OF AMHERST, NEW HAMPSHIRE**

**Financial Statements**

**June 30, 2013**

**and**

**Independent Auditor's Report**

**Report on Internal Control Over Financial Reporting  
and on Compliance and Other Matters Based on an Audit  
of Financial Statements Performed in Accordance  
With *Government Auditing Standards***

**Report on Compliance for Each Major Federal Program  
and Report on Internal Control Over Compliance**

**Schedule of Findings and Questioned Costs**

**TOWN OF AMHERST, NEW HAMPSHIRE  
FINANCIAL STATEMENTS  
June 30, 2013**

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**TOWN OF AMHERST, NEW HAMPSHIRE  
FINANCIAL STATEMENTS  
June 30, 2013**

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## **INDEPENDENT AUDITOR'S REPORT**

To the Board of Selectmen  
Town of Amherst, New Hampshire

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Amherst, New Hampshire, as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

#### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

## ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Amherst, New Hampshire, as of June 30, 2013, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## ***Other Matters***

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, and the schedule of funding progress for other post-employment benefits on pages i-viii and 32-35 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Amherst, New Hampshire's basic financial statements. The accompanying schedule of expenditures of federal awards, as required by Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Additionally, the combining nonmajor governmental fund and fiduciary fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The schedule of expenditures of federal awards and the combining nonmajor governmental fund and fiduciary fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards and the combining nonmajor governmental fund and fiduciary fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated February 5, 2014 on our consideration of the Town of Amherst, New Hampshire's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Amherst, New Hampshire's internal control over financial reporting and compliance.

*Vachon Clulley & Company PC*

Manchester, New Hampshire  
February 5, 2014

## Town of Amherst Management's Discussion and Analysis

The following is a discussion and analysis of the financial activities of the Town of Amherst, New Hampshire for the fiscal year ended June 30, 2013. We encourage readers to consider the information presented here in conjunction with the Town's financial statements.

### Financial Highlights – Primary Government

- Independent Auditor's issued an unmodified opinion in the Independent Auditor's Report.
- The total assets and deferred outflows of resources of the Town exceeded total liabilities and deferred inflows of resources at fiscal year ending June 30, 2013 by \$23,837,319.

### Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Town's basic financial statements. The Town's basic financial statements include three components:

1. Government-wide financial statements;
2. Fund financial statements
3. Notes to the basic financial statements.

This report also contains supplementary information in addition to the basic financial statements.

### Government-wide Financial Statements

The government-wide financial statements provide a broad view of the Town's finances. These statements (Statement of Net Position and the Statement of Activities) provide both short-term and long-term information about the Town's overall financial position. They are prepared using the accrual basis of accounting, which recognizes all revenues and expenses connected with the fiscal year even if cash has not been received or paid.

- The **Statement of Net Position** presents all of the Town's non-fiduciary assets, deferred outflows of resources, liabilities and deferred inflows of resources. The *difference* between assets and deferred outflows of resources and liabilities and deferred inflows of resources is reported as "net position" instead of fund equity as had been required in the past. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.
- The **Statement of Activities** presents information showing how the Town's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will not result in cash flows until future fiscal periods (such as uncollected taxes and earned but unused vacation and sick leave). This statement also presents a comparison between direct expenses and program revenues for each function of the Town and identifies which governmental function is self-financing or draws from the general revenues of the Town.

Both of the government-wide financial statements display information about the Town as a whole and include the financial activities of the primary government and proprietary fund with the exception of the fiduciary funds.

### Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that has been segregated for specific activities or objectives. The Town, like other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The fund financial statements focus on the individual parts of the Town government and report the Town's operations in more detail than the government-wide statements. The Town's funds are divided into three categories—governmental, business-type activities, and fiduciary. For governmental and proprietary (Business-type activity) funds, only those funds that are considered Major Funds are reported in individual columns in the Fund Financial Statements with combining schedules in the Supplementary Section to support the non-major activities for the governmental funds. Fiduciary Funds are reported separately by fiduciary type (private-purpose trusts and agency funds).

- **Governmental Funds:** Most of the basic services provided by the Town are financed through governmental funds. Unlike the government-wide financial statements, the governmental fund financial statements report using the modified accrual basis of accounting, which measures cash and all other financial assets that can readily be converted into cash. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the Town's programs. See Exhibits C & D.

Since the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented here with similar information presented in the government-wide financial statements.

The Town's major governmental funds are the General Fund and the Road Construction Fund. Individual fund data for each of the Town's non-major governmental funds are provided in the combining statements found on Schedule A, Schedule A-1, Schedule B, and Schedule B-1.

- **Proprietary Funds:** These funds are either classified as enterprise funds or internal service funds and are accounted for in a similar manner as a private business. Unlike the governmental funds, the proprietary fund reporting focuses on the operating income, changes in net position and cash flows. See Exhibits E, F, & G.
- **Fiduciary Funds:** These funds are used to account for resources held for the benefit of parties outside the Town government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of these funds are not available to support the Town's own programs. The fiduciary fund category is split into two classifications: 1) private purpose trust funds and 2) agency funds. The private purpose funds are used to account for assets held by the Town under a trust agreement for individuals, private organizations, or other governments. The Town's agency fund accounts for the capital reserve funds of the Amherst School District and the Souhegan Cooperative School District and developer's performance bonds. The accounting used for fiduciary funds is much like that used for proprietary funds in that they use the accrual basis of accounting. See Exhibits H & I.

### Notes to the Basic Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and the fund financial statements. These notes to the basic financial statements begin on page 10.

On page 23, Note 7 – Other Post-Employment Benefits provides detailed information pertaining to this GASB 45 requirement. GASB 45 requires governments to account for other post-employment benefits on the accrual basis instead of the ‘pay-as-you-go’ basis. In order to calculate the liability, the town utilized an independent company that specializes in actuarial calculations for GASB 45 reporting requirements. Once the net obligation of Other Post Employment Benefits has been calculated the liability is recognized on the Statement of Net Position.

#### Required Supplementary Information

The basic financial statements and accompanying notes are followed by a section of required supplementary information. This section includes an explanation and information on a budgetary comparison schedule for each of the Town’s major governmental funds and includes reconciliation between the reported activity of the revenues, expenditures and transfers for budgetary purposes (Schedule 1) and the activity as presented in the governmental fund financial statements (Exhibit D).

The notes to the required supplementary information provide explanations to the budget to actual reconciliation and budgetary fund balance breakdown.

For fiscal 2013 the Town’s only major governmental fund with an adopted budget is the General Fund.

#### Other Supplementary Information

Other supplementary information includes combining financial statements for non-major governmental funds (special revenue funds and permanent funds) and fiduciary funds.

### GOVERNMENT-WIDE FINANCIAL ANALYSIS

#### Statement of Net Position

GASB 34 requires the recording of the Town’s investment in capital assets (land, buildings, machinery and equipment, vehicles, etc) at cost, calculating the accumulated depreciation and arriving at net capital assets. The net capital assets at June 30, 2013 amounted to \$21,233,551 for the governmental funds and \$1,053,452 for the proprietary fund. The recognition of the capital assets, net accumulated depreciation, is required to be reported in the government-wide statements for both governmental activities and business type activities.

The following is a comparative summary of condensed government-wide financial data of net assets for the current fiscal year and 2012.

	Governmental Activities		Business-type Activities		Total	
	June 30, 2013	June 30, 2012	June 30, 2013	June 30, 2012	June 30, 2013	June 30, 2012
Statement of Net Position:						
Current assets	28,393,424	26,626,601	(148,272)	(154,181)	28,245,152	26,472,420
Capital assets	21,233,551	18,511,415	1,053,452	1,156,930	22,287,003	19,668,345
Other assets	19,292	19,292			19,292	19,292
Total assets	49,646,267	45,157,308	905,180	1,002,749	50,551,447	46,160,057
Total Deferred Outflows of Resources	-	-	-	-	-	-
Current and other liabilities:						
Long-term bonds, notes and capital leases payable	4,201,284	2,442,005	432,263	477,418	4,633,547	2,919,423
Other liabilities	1,250,240	1,407,407	25,263	21,832	1,275,503	1,429,239
Other Post Employment Benefits Payable	193,365	147,805			193,365	147,805
Total liabilities	5,644,889	3,997,217	457,526	499,250	6,102,415	4,496,467
Total Deferred Inflows of Resources	20,611,713	19,817,717	-	-	20,611,713	19,817,717
Net position:						
Net investment in capital assets	17,032,267	16,069,410	621,189	679,512	17,653,456	16,748,922
Restricted	2,064,371	1,964,804			2,064,371	1,964,804
Unrestricted (deficit)	4,293,027	3,308,160	(173,535)	(176,013)	4,119,492	3,132,147
Total net position	23,389,665	21,342,374	447,654	503,499	23,837,319	21,845,873

#### Statement of Activities

For fiscal year 2013 the Town's governmental activities expenses amounted to \$10,396,003 and business-type activities expenses amounted to \$145,856. Revenues for governmental activities were \$12,443,294 and \$90,011 for business type activities.

The following is a comparative summary of condensed government-wide financial data of the Statement of Activities for the current fiscal year and 2012.

	FY 13			FY 12		
	Governmental Activities	Business- Type Activities	Total	Governmental Activities	Business- Type Activities	Total
Program revenues:						
Charges for services	764,080	90,011	854,091	808,726	86,460	895,186
Operating grants and contributions	975,360		975,360	516,701		516,701
Capital grants and contributions					128,334	128,334
Total program revenues	1,739,440	90,011	1,829,451	1,325,427	214,794	1,540,221
General revenues:						
Property taxes	7,484,799		7,484,799	6,948,868		6,948,868
Licenses and permits	2,500,291		2,500,291	2,444,643		2,444,643
Grants and contributions	501,767		501,767	500,790		500,790
Interest and investment earnings	143,004		143,004	82,436		82,436
Miscellaneous	62,393		62,393	36,737		36,737
Contributions to permanent fund	11,600		11,600	7,500		7,500
Total general revenues and contributions	10,703,854		10,703,854	10,020,974		10,020,974
Total revenues	12,443,294	90,011	12,533,305	11,346,401	214,794	11,561,195
Expenses:						
General government	2,396,788		2,396,788	1,810,723		1,810,723
Public safety	3,524,267		3,524,267	3,517,943		3,517,943
Highways and streets	2,235,450		2,235,450	2,586,400		2,586,400
Health and welfare	91,172		91,172	114,950		114,950
Sanitation	548,475		548,475	569,366		569,366
Culture and recreation	1,482,080		1,482,080	1,513,454		1,513,454
Interest and finance charges	117,771		117,771	92,652		92,652
Baboosic Lake Fund		145,856	145,856		146,916	146,916
Total Activities	10,396,003	145,856	10,541,859	10,205,488	146,916	10,352,404
Increase (Decrease) in net position	2,047,291	(55,845)	1,991,446	1,140,913	67,878	1,208,791
Net position - beginning of year	21,342,374	503,499	21,845,873	20,201,461	435,621	20,637,082
Net position - ending of year	23,389,665	447,654	23,837,319	21,342,374	503,499	21,845,873

Property and other taxes amounted to \$7,484,799 in revenues. Licenses and permits amounted to \$2,500,291 in revenues. Other revenues consisted of rooms and meals tax distribution, interest and investment earnings, and miscellaneous revenues. Included in the charges for services was \$90,011 in revenues from the Baboosic Lake Septic Proprietary fund.

The Town's \$10,541,859 in expenses covered a range of services. The highway and sanitation department's expenses amounted to \$2,783,925. Public safety amounted to \$3,524,267. General government expenses amounted to \$2,396,788. Culture and recreation amounted to \$1,482,080. Health and welfare, non-capitalized expenses, interest and fiscal charges and intergovernmental expenses accounted for the remaining expenses.

The Baboosic Lake Septic Proprietary fund incurred expenses of \$145,856. This amount includes \$103,479 of depreciation expense.

### FINANCIAL ANALYSIS OF THE TOWN'S FUNDS

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

#### Governmental Funds

The focus of the Town's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town's financing requirements. In particular, the unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

During the year ended June 30, 2011, the Town implemented GASB Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions. Under Statement 54, the Town has segregated fund balance into five classifications: Nonspendable, Restricted, Committed, Assigned and Unassigned. Complete descriptions of the above mentioned classifications may be found on page 16-17 of the Notes to the Basic Financial Statements. One major example of the effects caused by the implementation of GASB 54 is that the various Capital Reserve Funds and many previously reported Special Revenue Funds are now reported as part of the General Fund.

#### General Fund

The general fund is the main operating fund of the Town. At the end of the current fiscal year, the general fund had an unassigned (formally referred to as unreserved) fund balance of \$2,874,737 and total fund equity was \$4,030,905, an increase of \$576,360 from the prior fiscal year.

The goal of the Town of Amherst is to retain an unreserved fund balance of 5%-10% of total appropriations including town, school, and county. For fiscal 2013 total appropriations for town, school, and county totaled \$51,592,050 setting the unassigned fund balance range at \$2,579,603 to \$5,159,205. On the budgetary basis, the Town's unassigned fund balance as of June 30, 2013 is \$3,512,739 (See Note 2 in the Notes to Required Supplementary Information) or 6.81% of total appropriations.

### Road Construction Fund

In fiscal 2012, a new fund was created (Road Construction Fund) in order to better track the borrowed portion of the voter approved \$15 million appropriation to reconstruct various roads in Town. During fiscal 2013, the Town spent \$2,761,961 in total on road reconstruction which can be broken down into two components, \$1,792,929 came from borrowed funds and the balance of \$969,032 came from the general fund appropriation. During fiscal 2013, \$2,363,732 was drawn down on available lines of credit and used to cover road construction expenditures. As of June 30, 2013, the balance of the voter approved \$15 million appropriation was just under \$10.7 million. Exhibit C & D on pages 3 and 4 shows some additional information. As of June 30, 2013 there was \$1,010,716 in construction in progress (CIP) and is shown as such in the financial statements under Note 5 – Capital Assets on pages 21 and 22. Once roads are completed, they are moved out of CIP and added to the capital assets of the Town and depreciated in accordance with Town policy.

### Other Governmental Funds-All Non-major Funds

An increase of \$114,727 in fund balance of the Permanent funds for fiscal 2013 was realized while the fund balance in Special Revenue Funds decreased by \$90,401. The combined funds resulted in a fund balance increase of \$24,326.

Also included in the other governmental funds-all non-major funds is the Library Fund. In 2013, the Library Fund reported revenues of \$34,874 and expended \$57,969 in support of the Amherst Town Library.

## GENERAL FUND BUDGETARY HIGHLIGHTS

During the fiscal year, the original budget was amended by various supplemental appropriations. Budget to Actual Schedules for the major governmental fund (the General Fund) is in the Required Supplementary Information section on page 32 (Schedule 1).

The final budget for estimated revenues and other financing sources was \$73,925 more than the original budgeted revenue amounts. The actual revenues received exceeded the final budget for estimated revenues by \$395,540. The final budget for expenditures was \$73,925 more than the original budget. The overall actual expenditures were under budgeted expenditures by \$575,471 or 5.57%.

The financial information of the town was adjusted to reflect all accruals and GAAP requirements that impact the revenues and expenditures. An example of one of these adjustments is the accounting for accrued compensated absences. Though not a cash outlay, the anticipated expenditures for the current year accrual is recorded for reporting purposes. The audited financial statements were also adjusted for prior fiscal year carryforwards.

## CAPITAL ASSET AND DEBT ADMINISTRATION

### Capital Assets

The Town's investment in capital assets for its governmental and business type activities as of June 30, 2013 amounts to \$29,125,579. Accumulated depreciation amounted to \$6,838,576, leaving a net book value of \$22,287,003. This investment in capital assets includes vehicles and equipment, land, land improvements, buildings and improvements, library media, library books, works of art, computer software, and construction.

Additional information on the Town's capital assets can be found in Note 5 – Capital Assets of the Notes to the Basic Financial Statements.

### Debt Administration

At the end of fiscal year 2013, the Town had a total of \$4,048,287 for notes payable for governmental activities. Business-type activities notes payable were \$432,263. Capital leases payable amounted to \$152,997.

Additional information on the Town's long-term debt obligations can be found in Note 8-Long Term Obligations of the Notes to the Basic Financial Statements.

## REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Town's finances for all of Amherst's citizens, taxpayers, customers, investors, and creditors. This financial report seeks to demonstrate the Town's accountability for the money it receives. Questions concerning any of the information provided in this report or requests for additional information should be addressed to: Town of Amherst, Department of Finance, 2 Main Street, PO Box 960, Amherst, NH 03031.

EXHIBIT A  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Statement of Net Position**  
June 30, 2013

	Governmental Activities	Business-Type Activities	Total
<b>ASSETS</b>			
Current Assets:			
Cash and cash equivalents	\$ 19,106,061		\$ 19,106,061
Investments	2,894,164		2,894,164
Taxes receivable, net	5,948,003		5,948,003
Accounts receivable, net	197,408	\$ 15,088	212,496
Due from other governments	52,681		52,681
Internal balances	163,360	(163,360)	-
Prepaid expenses	1,804		1,804
Inventory	29,943		29,943
Total Current Assets	<u>28,393,424</u>	<u>(148,272)</u>	<u>28,245,152</u>
Noncurrent Assets:			
Tax deeded property	10,923		10,923
Restricted cash	8,369		8,369
Capital assets:			
Non-depreciable capital assets	11,726,435		11,726,435
Depreciable capital assets, net	<u>9,507,116</u>	<u>1,053,452</u>	<u>10,560,568</u>
Total Noncurrent Assets	<u>21,252,843</u>	<u>1,053,452</u>	<u>22,306,295</u>
Total Assets	<u>49,646,267</u>	<u>905,180</u>	<u>50,551,447</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Total Deferred Outflows of Resources	<u>-</u>	<u>-</u>	<u>-</u>
<b>LIABILITIES</b>			
Current Liabilities:			
Accounts payable	691,541	17,427	708,968
Retainage payable	93,916		93,916
Accrued expenses	455,621	7,836	463,457
Due to other governments	793		793
Current portion of notes payable	430,822	45,155	475,977
Current portion of capital leases payable	<u>69,600</u>		<u>69,600</u>
Total Current Liabilities	<u>1,742,293</u>	<u>70,418</u>	<u>1,812,711</u>
Noncurrent Liabilities:			
Payable from restricted assets	8,369		8,369
Notes payable	3,617,465	387,108	4,004,573
Capital leases payable	83,397		83,397
Other post-employment benefits payable	<u>193,365</u>		<u>193,365</u>
Total Noncurrent Liabilities	<u>3,902,596</u>	<u>387,108</u>	<u>4,289,704</u>
Total Liabilities	<u>5,644,889</u>	<u>457,526</u>	<u>6,102,415</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Unearned tax revenue	20,602,988		20,602,988
Unearned other revenue	<u>8,725</u>		<u>8,725</u>
Total Deferred Inflows of Resources	<u>20,611,713</u>	<u>-</u>	<u>20,611,713</u>
<b>NET POSITION</b>			
Net investment in capital assets	17,032,267	621,189	17,653,456
Restricted	2,064,371		2,064,371
Unrestricted (deficit)	<u>4,293,027</u>	<u>(173,535)</u>	<u>4,119,492</u>
Total Net Position	<u>\$ 23,389,665</u>	<u>\$ 447,654</u>	<u>\$ 23,837,319</u>

EXHIBIT B  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Statement of Activities**  
For the Year Ended June 30, 2013

Functions/Programs	Expenses	Program Revenues		Net (Expense) Revenue and Changes in Net Assets		Total
		Charges for Services	Operating Grants and Contributions	Primary Government		
				Governmental Activities	Business-type Activities	
Governmental Activities:						
General government	\$ 2,396,788	\$ 13,641	\$ 507,524	\$ (1,875,623)		\$ (1,875,623)
Public safety	3,524,267	341,914	140,597	(3,041,756)		(3,041,756)
Highways and streets	2,235,450	7,911	327,239	(1,900,300)		(1,900,300)
Sanitation	548,475	90,177		(458,298)		(458,298)
Health and welfare	91,172			(91,172)		(91,172)
Culture and recreation	1,482,080	310,437		(1,171,643)		(1,171,643)
Debt service	117,771			(117,771)		(117,771)
Total governmental activities	<u>10,396,003</u>	<u>764,080</u>	<u>975,360</u>	<u>(8,656,563)</u>	<u>\$ -</u>	<u>(8,656,563)</u>
Business-type activities:						
Sewer	145,856	90,011			(55,845)	(55,845)
Total business-type activities	<u>145,856</u>	<u>90,011</u>	<u>-</u>	<u>-</u>	<u>(55,845)</u>	<u>(55,845)</u>
Total primary government	<u>\$ 10,541,859</u>	<u>\$ 854,091</u>	<u>\$ 975,360</u>	<u>(8,656,563)</u>	<u>(55,845)</u>	<u>(8,712,408)</u>
General revenues:						
Property and other taxes				7,484,799		7,484,799
Licenses and permits				2,500,291		2,500,291
Grants and contributions:						
Rooms and meals tax distribution				501,012		501,012
State and federal forest land				13		13
Railroad tax				742		742
Interest and investment income				143,004		143,004
Miscellaneous				62,393		62,393
Contributions to permanent fund principal				11,600		11,600
Total general revenues and contributions to permanent fund principal				<u>10,703,854</u>	<u>-</u>	<u>10,703,854</u>
Change in net position				2,047,291	(55,845)	1,991,446
Net position - beginning, as restated				21,342,374	503,499	21,845,873
Net position - ending				<u>\$ 23,389,665</u>	<u>\$ 447,654</u>	<u>\$ 23,837,319</u>

See accompanying notes to the basic financial statements

EXHIBIT C  
TOWN OF AMHERST, NEW HAMPSHIRE  
Balance Sheet  
Governmental Funds  
June 30, 2013

	General Fund	Road Construction Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>ASSETS</b>				
Cash and cash equivalents	\$ 18,923,541		\$ 182,520	\$ 19,106,061
Investments	657,598		2,236,566	2,894,164
Taxes receivable, net	5,948,003			5,948,003
Accounts receivable, net	187,229		10,179	197,408
Due from other governments	52,681			52,681
Due from other funds	448,043		405,127	853,170
Prepaid expenses	1,804			1,804
Tax deeded property	10,923			10,923
Inventory	29,943			29,943
Restricted cash	8,369			8,369
Total Assets	<u>26,268,134</u>	<u>\$ -</u>	<u>2,834,392</u>	<u>29,102,526</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>				
Total Deferred Outflows of Resources	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Assets and Deferred Outflows of Resources	<u>\$ 26,268,134</u>	<u>\$ -</u>	<u>\$ 2,834,392</u>	<u>\$ 29,102,526</u>
<b>LIABILITIES</b>				
Accounts payable	\$ 396,858	\$ 259,508	\$ 35,175	\$ 691,541
Retainage payable	14,756	79,160		93,916
Accrued expenses	437,462			437,462
Due to other governments	793			793
Due to other funds	405,127	252,710	31,973	689,810
Payable from restricted assets	8,369			8,369
Total Liabilities	<u>1,263,365</u>	<u>591,378</u>	<u>67,148</u>	<u>1,921,891</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Unearned tax revenue	20,965,139			20,965,139
Unearned other revenue	8,725			8,725
Total Deferred Inflows of Resources	<u>20,973,864</u>	<u>-</u>	<u>-</u>	<u>20,973,864</u>
<b>FUND BALANCES</b>				
Nonspendable	31,747		1,600,120	1,631,867
Restricted	128,753		335,498	464,251
Committed	723,603		698,869	1,422,472
Assigned	272,065		132,757	404,822
Unassigned (deficit)	2,874,737	(591,378)		2,283,359
Total Fund Balances	<u>4,030,905</u>	<u>(591,378)</u>	<u>2,767,244</u>	<u>6,206,771</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 26,268,134</u>	<u>\$ -</u>	<u>\$ 2,834,392</u>	
Amounts reported for governmental activities in the statement of net position are different because:				
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds				21,233,551
Property taxes are recognized on an accrual basis in the statement of net position, not the modified accrual basis				362,151
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds. Long-term liabilities at year end consist of:				
Notes payable				(4,048,287)
Capital leases payable				(152,997)
Accrued interest on long-term obligations				(18,159)
Other post-employment benefits payable				(193,365)
Net position of governmental activities				<u>\$ 23,389,665</u>

See accompanying notes to the basic financial statements

## EXHIBIT D

## TOWN OF AMHERST, NEW HAMPSHIRE

Statement of Revenues, Expenditures and Changes in Fund Balances  
Governmental Funds

For the Year Ended June 30, 2013

	General Fund	Road Construction Fund	Nonmajor Governmental Funds	Total Governmental Funds
Revenues:				
Taxes	\$ 7,535,904		\$ 11,027	\$ 7,546,931
Licenses and permits	2,500,291			2,500,291
Intergovernmental	978,978		498,149	1,477,127
Charges for services	409,141		330,590	739,731
Interest and investment income	19,111		123,893	143,004
Miscellaneous	36,425		61,917	98,342
Total Revenues	<u>11,479,850</u>	<u>\$ -</u>	<u>1,025,576</u>	<u>12,505,426</u>
Expenditures:				
Current operations:				
General government	1,864,850		503,324	2,368,174
Public safety	3,439,100		34,216	3,473,316
Highways and streets	3,056,993			3,056,993
Sanitation	543,516			543,516
Health and welfare	91,172			91,172
Culture and recreation	1,143,169		317,624	1,460,793
Capital outlay	138,250	1,792,929	125,686	2,056,865
Debt service:				
Principal retirement	510,822			510,822
Interest and fiscal charges	136,018			136,018
Total Expenditures	<u>10,923,890</u>	<u>1,792,929</u>	<u>980,850</u>	<u>13,697,669</u>
Excess revenues over (under) expenditures	<u>555,960</u>	<u>(1,792,929)</u>	<u>44,726</u>	<u>(1,192,243)</u>
Other financing sources (uses):				
Proceeds from note issuances		2,363,732		2,363,732
Transfers in	40,000		19,600	59,600
Transfers out	(19,600)		(40,000)	(59,600)
Total other financing sources (uses)	<u>20,400</u>	<u>2,363,732</u>	<u>(20,400)</u>	<u>2,363,732</u>
Net change in fund balances	576,360	570,803	24,326	1,171,489
Fund balances (deficit) at beginning of year, as restated	<u>3,454,545</u>	<u>(1,162,181)</u>	<u>2,742,918</u>	<u>5,035,282</u>
Fund balances (deficit) at end of year	<u>\$ 4,030,905</u>	<u>\$ (591,378)</u>	<u>\$ 2,767,244</u>	<u>\$ 6,206,771</u>

## TOWN OF AMHERST, NEW HAMPSHIRE

Reconciliation of the Statement of Revenues, Expenditures  
and Changes in Fund Balances of Governmental Funds  
to the Statement of Activities

For the Year Ended June 30, 2013

Net Change in Fund Balances--Total Governmental Funds	\$ 1,171,489
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays exceeded depreciation expense in the current period.	2,737,929
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.	(62,132)
Proceeds from long-term obligations are other financing sources in the funds, but long-term obligations increase long-term liabilities in the statement of net position.	(2,363,732)
Repayment of long-term obligation principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.	604,453
In the statement of activities, interest is accrued on outstanding bonds, notes and capital leases, whereas in governmental funds, an interest expenditure is reported when due.	20,637
Governmental funds only report the disposal of assets to the extent proceeds are received from the sale. In the statement of activities, a gain or loss is reported for each disposal. This is the amount of the loss of disposed capital assets reduced by the actual proceeds received from the sale of capital assets.	(15,793)
Some expenses reported in the statement of activities, such as other post-employment benefits do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.	(45,560)
Change in Net Position of Governmental Activities	<u>\$ 2,047,291</u>

See accompanying notes to the basic financial statements

EXHIBIT E  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Statement of Net Position**  
**Proprietary Funds**  
June 30, 2013

	Business-type Activities
	<u>Baboosic Lake Septic Fund</u>
<b>ASSETS</b>	
Current Assets:	
Accounts receivable	\$ 15,088
Total Current Assets	<u>15,088</u>
Noncurrent Assets:	
Capital assets:	
Depreciable capital assets, net	<u>1,053,452</u>
Total Noncurrent Assets	<u>1,053,452</u>
Total Assets	<u>1,068,540</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Total Deferred Outflows of Resources	<u>-</u>
Total Assets and Deferred Outflows of Resources	<u>\$ 1,068,540</u>
<b>LIABILITIES</b>	
Current Liabilities:	
Accounts payable	\$ 17,427
Accrued expenses	7,836
Due to other funds	163,360
Current portion of notes payable	<u>45,155</u>
Total Current Liabilities	<u>233,778</u>
Noncurrent Liabilities:	
Notes payable	<u>387,108</u>
Total Noncurrent Liabilities	<u>387,108</u>
Total Liabilities	<u>620,886</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Total Deferred Inflows of Resources	<u>-</u>
<b>NET POSITION</b>	
Net investment in capital assets	621,189
Unrestricted (deficit)	<u>(173,535)</u>
Total Net Position	<u>447,654</u>
Total Liabilities, Deferred Inflows of Resources and Net Position	<u>\$ 1,068,540</u>

*See accompanying notes to the basic financial statements*

EXHIBIT F  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Statement of Revenues, Expenses and Changes in Net Position**  
**Proprietary Funds**  
For the Year Ended June 30, 2013

	Business-type Activities
	<u>Baboosic Lake Septic Fund</u>
Operating revenues:	
Charges for services	\$ 90,011
Total operating revenues	<u>90,011</u>
Operating expenses:	
Cost of operations	25,910
Depreciation	<u>103,478</u>
Total operating expenses	<u>129,388</u>
Operating loss	<u>(39,377)</u>
Non-operating (expenses):	
Interest expense	<u>(16,468)</u>
Net non-operating (expenses)	<u>(16,468)</u>
Change in net position	(55,845)
Total net position at beginning of year, as restated	<u>503,499</u>
Total net position at end of year	<u>\$ 447,654</u>

*See accompanying notes to the basic financial statements*

EXHIBIT G  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Statement of Cash Flows**  
**Proprietary Funds**  
For the Year Ended June 30, 2013

	Business-type Activities <u>Baboosic Lake Septic Fund</u>
Cash flows from operating activities:	
Cash received from customers	\$ 87,737
Cash paid to suppliers	<u>(22,479)</u>
Net cash provided by operating activities	<u>65,258</u>
Cash flows from capital financing activities:	
Principal paid on long-term debt	(45,155)
Interest paid on long-term debt	<u>(16,468)</u>
Net cash used for capital financing activities	<u>(61,623)</u>
Net increase in cash and cash equivalents	3,635
Cash and cash equivalents (deficiency) at beginning of year	<u>(166,995)</u>
Cash and cash equivalents (deficiency) at end of year	<u><u>\$ (163,360)</u></u>
Reconciliation of operating loss to net cash provided by operating activities:	
Operating loss	\$ (39,377)
Adjustments to reconcile operating loss to net cash provided by operating activities:	
Depreciation expense	103,478
Changes in assets, deferred outflows of resources, liabilities, and deferred inflows of resources:	
Accounts receivable	(2,274)
Accounts payable	<u>3,431</u>
Net cash provided by operating activities	<u><u>\$ 65,258</u></u>

*See accompanying notes to the basic financial statements*

EXHIBIT H  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Statement of Fiduciary Net Position**  
**Fiduciary Funds**  
June 30, 2013

	Private- Purpose Trust Funds	Agency Funds
<b>ASSETS</b>		
Cash and cash equivalents		\$ 202,432
Investments	\$ 1,136,953	626,239
Total Assets	<u>1,136,953</u>	<u>\$ 828,671</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Total Deferred Outflows of Resources	<u>-</u>	
Total Assets and Deferred Outflows of Resources	<u>\$ 1,136,953</u>	
<b>LIABILITIES</b>		
Due to other governments		\$ 626,239
Due to others		202,432
Total Liabilities	<u>\$ -</u>	<u>\$ 828,671</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Total Deferred Inflows of Resources	<u>-</u>	
<b>NET POSITION</b>		
Held in trust	<u>1,136,953</u>	
Total Net Position	<u>1,136,953</u>	
Total Liabilities, Deferred Inflows of Resources and Net Position	<u>\$ 1,136,953</u>	

*See accompanying notes to the basic financial statements*

EXHIBIT I  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Statement of Changes in Fiduciary Net Position**  
**Fiduciary Funds**  
For the Year Ended June 30, 2013

	Private- Purpose <u>Trust Funds</u>
ADDITIONS:	
Investment earnings:	
Interest	\$ 27,663
Realized gains on investments	104,794
Net decrease in the fair value of investments	<u>(37,020)</u>
Total Investment Earnings	<u>95,437</u>
Total Additions	<u>95,437</u>
DEDUCTIONS:	
Benefits	15,000
Administrative expenses	<u>2,689</u>
Total Deductions	<u>17,689</u>
Change in net position	77,748
Net position - beginning of year	<u>1,059,205</u>
Net position - end of year	<u>\$ 1,136,953</u>

*See accompanying notes to the basic financial statements*

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**June 30, 2013**

**NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of the Town of Amherst, New Hampshire conform to accounting policies generally accepted in the United States of America for local governmental units, except as indicated hereinafter. The following is a summary of significant accounting policies.

***Financial Reporting Entity***

The Town of Amherst, New Hampshire (the “Town”) was incorporated in 1760. The Town operates under the Town Meeting/Board of Selectmen form of government and performs local governmental functions authorized by State law.

The financial statements include those of the various departments governed by the Board of Selectmen and other officials with financial responsibility. The Town has no other separate organizational units, which meet criteria for inclusion in the financial statements as defined by the Governmental Accounting Standards Board (GASB).

***Basis of Presentation***

The Town’s basic financial statements consist of government-wide statements, including a statement of net position and a statement of activities, and fund financial statements which provide a more detailed level of financial information.

During the year ended June 30, 2013, the Town implemented GASB Statement No. 63, “*Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position.*” Under this new standard, financial statements will include deferred outflows of resources and deferred inflows of resources, in addition to assets and liabilities, and will report net position instead of net assets.

**1. Government-Wide Financial Statements:**

The statement of net position and the statement of activities display information about the Town as a whole. These statements include the financial activities of the primary government, except for fiduciary funds.

The statement of net position presents the financial condition of the governmental and business-type activities of the Town at year end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the Town’s governmental and business-type activities. Direct expenses are those that are specifically associated with a service, program or department and therefore clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program, grants and contributions that are restricted to meeting the operational or capital requirements of a particular program and interest earned on grants that is required to be used to support a particular program. Revenues which are not classified as program revenues are presented as general revenues of the Town. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the Town.

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2013**

**2. Fund Financial Statements:**

During the year, the Town segregates transactions related to certain Town functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the Town at this more detailed level. The focus of governmental and proprietary fund financial statements is on major funds. Each major fund is presented in a separate column. Nonmajor funds are aggregated and presented in a single column. The fiduciary funds are reported by type.

***Fund Accounting***

The Town uses funds to maintain its financial records during the fiscal year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. The Town employs the use of three categories of funds: governmental, proprietary and fiduciary.

**1. Governmental Funds:**

Governmental funds are those through which most governmental functions typically are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and deferred outflows of resources, and liabilities and deferred inflows of resources is reported as fund balance. The following are the Town's major governmental funds:

The *General Fund* is the main operating fund of the Town and is used to account for all financial resources except those required to be accounted for in another fund.

The *Road Construction Fund* accounts for the financial transactions related to the reconstruction of town roads deemed to be in need of reconstruction.

**2. Proprietary Funds:**

Proprietary fund reporting focuses on the determination of operating income, changes in net position, financial position and cash flows. Proprietary funds are classified as enterprise or internal service. The Town has no internal service funds. The following is the Town's major proprietary fund:

The *Baboosic Lake Septic Fund* accounts for all revenues and expenses pertaining to the sanitation operations of the Baboosic Lake community septic system.

The Baboosic Lake Septic Fund is utilized to account for operations that are financed and operated in a manner similar to private business enterprises. The stated intent is that the cost (i.e. expenses including depreciation) of providing goods or services to the residents on a continuing basis are financed or recovered primarily through user charges.

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2013**

**3. Fiduciary Funds:**

Fiduciary fund reporting focuses on net position and changes in net position. The fiduciary fund category is split into two classifications: private-purpose trust funds and agency funds. Trust funds are used to account for assets held by the Town under a trust agreement for individuals, private organizations, or other governments and are therefore not available to support the Town's own programs. The Town maintains eight private-purpose trust funds, which account for monies designated to benefit individuals within the Town. The Town's agency funds are custodial in nature (assets equal liabilities) and do not involve the measurement of results of operations. The Town's agency funds account for the capital reserve funds of the Amherst School District, Souhegan Cooperative School District and the SAU #39 Capital Facilities Fund, which are held by the Town as required by State law. Other agency funds consist of escrows and developer's performance bonds.

***Measurement Focus***

**1. Government-Wide Financial Statements:**

The government-wide financial statements are prepared using the economic resources measurement focus. All assets, deferred outflows of resources, liabilities, and deferred inflows of resources associated with the operation of the Town are included on the Statement of Net Position.

**2. Fund Financial Statements:**

All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets, deferred outflows of resources, current liabilities and deferred inflows of resources generally are included on the balance sheet. The statement of revenues, expenditures and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach differs from the manner in which the governmental activities of the government-wide financial statements are prepared. Governmental fund financial statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

Like the government-wide statements, the proprietary fund type is accounted for on a flow of economic resources measurement focus. All assets, deferred outflows of resources, liabilities, and deferred inflows of resources associated with the operation of these funds are included on the statement of net position. The statement of revenues, expenses and changes in net position presents increases (i.e., revenues) and decreases (i.e., expenses) in net total position. The statement of cash flows provides information about how the Town finances and meets the cash flow needs of its proprietary activities.

The private-purpose trust funds are reported using the economic resources measurement focus.

***Basis of Accounting***

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting. Proprietary and fiduciary funds also use the accrual basis of accounting. Governmental funds use the modified accrual basis of accounting. Differences in the accrual and the modified accrual

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2013**

basis of accounting arise in the recognition of revenue, the recording of unearned revenue, and in the presentation of expenses versus expenditures.

**1. Revenues – Exchange and Non-exchange Transactions:**

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the year in which the resources are measurable and become available. Available means that the resources will be collected within the current year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current year. For the Town, available means expected to be received within sixty days of year end.

Non-exchange transactions, in which the Town receives value without directly giving equal value in return, include property taxes, grants, entitlements and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied (see Note 2). Revenue from grants, entitlements and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the fiscal year when use is first permitted; matching requirements, in which the Town must provide local resources to be used for a specified purpose; and expenditure requirements, in which the resources are provided to the Town on a reimbursement basis. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

Under the modified accrual basis, the following revenue sources are considered to be both measurable and available at year end: property taxes and interest on investments.

Licenses and permits, charges for services, and miscellaneous revenues (except interest on investments) are recorded as revenues when received in cash because they are generally not measurable until actually received.

**2. Unearned Revenue:**

Unearned revenue arises when assets are recognized before revenue recognition criteria have been satisfied. Grants and entitlements received before the eligibility requirements are met are recorded as unearned revenue. On governmental fund financial statements, receivables that will not be collected within the available period have also been reported as unearned revenue.

**3. Expenses/Expenditures:**

On the accrual basis of accounting, expenses are recognized at the time they are incurred.

The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable. Allocations of cost, such as depreciation and amortization are not recognized in governmental funds.

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2013**

***Budgetary Data***

The Town's budget represents functional appropriations as authorized by annual or special Town meetings. The Selectmen may transfer funds between operating categories as they deem necessary. The Town adopts its budget under State regulations, which differ somewhat from accounting principles generally accepted in the United States of America in that the focus is on the entire governmental unit rather than on the basis of fund types.

State law requires balanced budgets but permits the use of beginning fund balance to reduce the property tax rate. For the year ended June 30, 2013, the Town applied \$200,000 of its unassigned fund balance to reduce taxes.

***Cash and Cash Equivalents***

The Town pools its cash resources for the governmental and proprietary funds. Cash applicable to a particular fund is reflected as an interfund balance. For the purpose of the Statement of Cash Flows, cash and cash equivalents consist of the following:

	Baboosic
	Lake Septic
	<u>Fund</u>
Due to other funds	<u>\$ 163,360</u>

***Investments***

Investments are stated at their fair value in all funds. Certificates of deposit with a maturity of greater than ninety days from the date of issuance are included in investments.

***Taxes Receivable***

Taxes levied during the current fiscal year and prior and uncollected at June 30, 2013 are recorded as receivables net of reserves for estimated uncollectibles of \$210,249.

***Accounts Receivable***

Accounts receivable are recorded net of reserves for estimated uncollectibles of \$63,350 in the General Fund.

***Prepaid Expenses***

Payments made to vendors for services that will benefit periods beyond June 30, 2013 are recorded as prepaid items.

***Inventory***

On government-wide financial statements, inventories are presented at the lower of cost or market on a first-in, first-out basis and are accounted for on the consumption method of accounting.

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2013**

On fund financial statements, inventories of governmental funds are stated at cost. Cost is determined on a first-in, first out basis. Inventory in governmental funds consists of expendable supplies held for consumption.

***Restricted Cash***

Restricted cash consists of deposits held in escrow accounts.

***Capital Assets***

General capital assets result from expenditures in the governmental funds. These assets are reported in the government-wide statement of net position, but are not reported in the governmental fund financial statements.

All capital assets including infrastructure and intangible assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated capital assets are recorded at their fair values as of the date received. The Town maintains a capitalization threshold of \$5,000. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not. Interest incurred during the construction phase of capital assets of business-type activities is also capitalized.

All reported capital assets except for land, easements with an indefinite life, library books, works of art and construction in progress are depreciated. Improvements are depreciated over the remaining useful lives of the related capital assets. Useful lives for infrastructure were estimated based on the Town's historical records of necessary improvements and replacement. Depreciation is computed using the straight-line method over the following useful lives:

<u>Description</u>	<u>Years</u>
Infrastructure	40
Land improvements	15-20
Buildings and improvements	40
Vehicles and equipment	5-10
Library media	10

***Compensated Absences***

Employees earn vacation and sick leave as they provide services. Pursuant to Town personnel policy and collective bargaining agreements, employees earn vacation at ten to twenty days per year dependent upon length of service and are entitled to two personal days per year. Full time employees are entitled to 7 paid sick days per year. On the anniversary date of hire, an employee is compensated for half of his/her unused sick days and the other half of the unused sick days are accumulated in each employee's sick bank for a maximum of thirty days. Any employee that has accumulated the maximum thirty days in the sick bank is compensated for all of his/her unused sick days from the previous year. All unused sick days will be canceled upon termination for any cause. The Town budgets for these expenditures on a "pay as you go" basis.

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2013**

For governmental fund financial statements, compensated absences are reported as liabilities and expenditures as payments come due each period upon the occurrence of employee death or retirement. The entire compensated absence liability is reported on the government-wide financial statements.

***Accrued Liabilities and Long-Term Obligations***

All payables, accrued liabilities, and long-term obligations are reported in the government-wide financial statements. In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current resources, are reported as obligations of the funds. However, compensated absences that will be paid from governmental funds are reported as liabilities in the fund financial statements only to the extent that they are due for payment during the current fiscal year. General obligation bonds and other long-term obligations that will be paid from governmental funds are recognized as a liability in the fund financial statements when due.

***Net Position***

Net position represents the difference between (a) assets and deferred outflows of resources and (b) liabilities and deferred inflows of resources. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances on any borrowings used for the acquisition, construction or improvement of those assets. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Town or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. Unrestricted net position is the net amount of the assets, deferred outflows of resources, liabilities and deferred inflows of resources that is not included in the determination of net investment in capital assets or the restricted components of net position.

The Town's policy is to first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net positions are available.

***Fund Balance Policy***

GASB Statement 54 established new fund balance classifications and changed the definition of governmental fund types. Under Statement 54, the Town has segregated fund balance into five classifications: Nonspendable, Restricted, Committed, Assigned, and Unassigned. These components of fund balance are defined as follows:

- Nonspendable Fund Balance: Amounts that are not in a spendable form or are required to be maintained intact.
- Restricted Fund Balance: Amounts that can only be spent for the specific purposes stipulated by external resource providers or the enabling legislation. Restrictions may be changed or lifted only with the consent of the resource providers or the enabling legislation.
- Committed Fund Balance: Amounts that can be used only for the specific purposes determined by a formal action of the Town's highest level of decision making authority. Commitments may be changed or lifted only by the governing body taking the same formal action that imposed the constraint originally.
- Assigned Fund Balance: Amounts a government intends to use for a specific purpose.

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2013**

- Unassigned Fund Balance: Amounts that are not obligated or specifically designated and are available for any purpose. The residual classification of any General Fund balance is to be reported here. Any deficit fund balance of another fund is also classified as unassigned.

In circumstances where expenditures are incurred for purposes for which both restricted and unrestricted fund balance is available, restricted fund balance is considered to have been spent first. When expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classification can be used, committed amounts should be reduced first, followed by assigned amounts then unassigned amounts.

Pursuant to the Town's policy at year end, if any of the special revenue funds has a deficit unassigned fund balance, the Town Administrator is authorized to transfer funds from the General Fund to cover the deficit, providing the General Fund has the resources to do so.

In accordance with the Town's fund balance policy, the Town will strive to maintain an unassigned fund balance in its General Fund equal to 8-15% of the total appropriations of the community (which includes the Town, Schools, and County). The Board of Selectmen will review this information each year in order to determine the amount, if any, of unassigned fund balance to use to balance the budget and to reduce the property tax rate.

***Interfund Activity***

Transfers between governmental and business-type activities on the government-wide statements are reported in the same manner as general revenues.

Exchange transactions between funds are reported as revenues in the seller funds and as expenditures/expenses in the purchaser funds. Flows of cash or goods from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds and after non-operating revenues/expenses in the proprietary funds.

Repayments from funds responsible for particular expenditures/expenses to the funds that initially paid for them are not presented in the financial statements.

***Operating Revenues and Expenses***

Operating revenues are those revenues that are generated directly from the primary activity of the proprietary fund. For the Baboosic Lake Septic Fund, these revenues are charges to customers for sales and services. Operating expenses, which include depreciation on capital assets, are necessary costs incurred to provide the service that is the primary activity of the proprietary fund. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

***Estimates***

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America require management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results may differ from those estimates. Significant estimates include depreciation expense, the allowance for uncollectible taxes and receivables, and the liability for other post-employment benefits.

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2013**

**NOTE 2—PROPERTY TAXES**

Taxes are levied on the assessed valuation of all taxable real property as of the prior April 1 (\$1,568,504,100 as of April 1, 2012) and are due in two installments on July 2, 2012 and December 13, 2012. Taxes paid after the due dates accrue interest at 12% per annum. Property taxes are recognized as revenue when received in cash or if available to finance current period operations (within sixty days of year end).

Under State law, the Tax Collector obtains tax liens on properties which have unpaid taxes in the following calendar year after taxes were due for the amount of unpaid taxes, interest and costs. These priority tax liens accrue interest at 18% per annum. If the property is not redeemed within a two year redemption period, the property may be tax dedeed to the Town.

In accordance with State law, the Town collects taxes for the Amherst School District, Souhegan Cooperative School District, and Hillsborough County, all independent governmental units, which are remitted to them as required by law. The Town also collects State of New Hampshire Education taxes, which are remitted directly to the school districts. Total taxes appropriated during the year were \$18,886,100, \$12,717,212 and \$1,825,243 for the Amherst School District, Souhegan Cooperative School District and Hillsborough County, respectively. These taxes are not recognized as revenues in these financial statements. The Town bears responsibility for uncollected taxes.

**NOTE 3—RISK MANAGEMENT**

The Town is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During the fiscal year ended June 30, 2013 the Town was a member of the New Hampshire Public Risk Management Exchange (PRIMEX). The Town currently reports all of its risk management activities in its General Fund. The Trust is classified as a "Risk Pool" in accordance with accounting principles generally accepted in the United States of America.

The Trust agreements permit the Trust to make additional assessments to members should there be a deficiency in Trust assets to meet its liabilities. Accounting principles generally accepted in the United States of America require members of pools with a sharing of risk to determine whether or not such assessment is probable and, if so, a reasonable estimate of such assessment. At this time, the Trust foresees no likelihood of an additional assessment for any of the past years. Claims expenditures and liabilities are reported when it is probable that a loss has occurred and the amount of that loss can be reasonably estimated. These losses include an estimate of claims that have been incurred but not reported. Based on the best available information there is no liability at June 30, 2013.

***Property and Liability Insurance***

PRIMEX provides certain property and liability insurance coverage to member towns, cities, and other qualified political subdivisions of New Hampshire. As a member of PRIMEX, the Town shares in contributing to the cost of and receiving benefit from a self-insured pooled risk management program. The program includes a Self Insured Retention Fund from which is paid up to \$500,000 for each and every covered property, crime and/or liability loss that exceeds \$1,000.

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2013**

***Worker's Compensation***

PRIMEX provides statutory worker's compensation coverage to member towns, cities, and other qualified political subdivisions of New Hampshire. The Trust is self-sustaining through annual member premiums and provides coverage for the statutorily required workers' compensation benefits and employer's liability coverage up to \$2,000,000. The program includes a Loss Fund from which is paid up to \$500,000 for each and every covered claim.

**NOTE 4—DEPOSITS AND INVESTMENTS**

The Town has combined the cash resources of its governmental and proprietary fund types. For accounting and reporting purposes, that portion of the pooled cash balance is reported in the specific fund as an interfund balance.

Deposits and investments as of June 30, 2013 are classified in the accompanying financial statements as follows:

Statement of Net Position:	
Cash and cash equivalents	\$ 19,106,061
Investments	2,894,164
Restricted cash	8,369
Statement of Fiduciary Net Position:	
Cash and cash equivalents	202,432
Investments	1,763,192
	<u>\$ 23,974,218</u>

Deposits and investments at June 30, 2013 consist of the following:

Cash on hand	\$ 10,793
Deposits with financial institutions	19,660,128
Investments	4,303,297
	<u>\$ 23,974,218</u>

The Town requires that deposits and investments be made in New Hampshire based financial institutions that are participants in one of the federal depository insurance programs for all governmental fund types. The Town limits its investments to demand deposits, money market accounts and repurchase agreements in accordance with New Hampshire State law (RSA 41:29). Responsibility for the investments of the Trust Funds is with the Board of Trustees, who have employed professional banking assistance in accordance with New Hampshire State law (RSA 31:38a). Responsibility for the investments of the library is with the Library Trustees.

***Interest Rate Risk***

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Town, Trustees of Trust Funds, and the Library Trustees do not have a policy regarding interest rate risk.

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2013**

Information about the sensitivity of the fair values of the Town's investments to market interest rate fluctuations is provided by the following table that shows the distribution of investments by maturity:

Investment Type	Fair Value	Remaining Maturity (In Years)		
		0-1 Years	1-5 Years	≥ 5 Years
Corporate bonds	<u>\$ 883,514</u>	<u>\$ 51,565</u>	<u>\$ 717,646</u>	<u>\$ 114,303</u>

***Credit Risk***

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization.

The Town's investment policy for its governmental funds addresses credit risk by limiting investments to the safest types of securities. The Town limits its investments to money market accounts, repurchase agreements, the New Hampshire Public Deposit Investment Pool, and obligations fully guaranteed by the United States government.

The Trustees of Trust Funds do not have formal investment policies for managing its investments exposure from credit risk.

The following is the actual rating at year end for each investment type:

	Investment Type			
	Corporate	Money	Market	
	Bonds	Mutual	Mutual	Totals
		Funds	Funds	
Ratings as of Year End				
A1	\$ 219,450			\$ 219,450
A2	340,063			340,063
A3	218,473			218,473
BAA2	105,528			105,528
Not Rated		\$ 1,563,556	\$ 166,946	1,730,502
Fair Value	<u>\$ 883,514</u>	<u>\$ 1,563,556</u>	<u>\$ 166,946</u>	<u>\$ 2,614,016</u>

***Custodial Credit Risk***

Custodial credit risk for deposits is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party.

In accordance with the Town's investment policy for its governmental funds, all security transactions must be secured by collateral having a value at least equal to the amount of funds in excess of the FDIC deposit limits. Such collateral shall be segregated for the exclusive benefit of the Town and may consist of obligations of the United States government, United States government agencies or obligations of the State of New Hampshire.

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2013**

The Trustees of Trust Funds and the Library Trustees have no policy regarding custodial credit risk.

Of the Town's deposits with financial institutions at year end, \$18,848,764 was collateralized by securities held by the bank in the bank's name.

As of June 30, 2013, Town investments in the following investment types were held by the same counterparty that was used to buy the securities.

	Reported <u>Amount</u>
Corporate bonds	\$ 883,514
Equity securities	1,689,281
Money market mutual funds	1,563,556
Mutual funds	<u>166,946</u>
	<u>\$ 4,303,297</u>

**NOTE 5—CAPITAL ASSETS**

The following is a summary of changes in capital assets in the governmental funds:

	(as restated) Balance <u>7/1/2012</u>	<u>Additions</u>	<u>Reductions</u>	Balance <u>6/30/2013</u>
Governmental activities:				
Capital assets not depreciated:				
Land	\$ 7,625,170	\$ 125,686		\$ 7,750,856
Library books	2,885,544	57,240		2,942,784
Works of art	22,079			22,079
Construction in progress	<u>3,046,504</u>	<u>2,761,961</u>	<u>\$(4,797,749)</u>	<u>1,010,716</u>
Total capital assets not being depreciated	<u>13,579,297</u>	<u>2,944,887</u>	<u>(4,797,749)</u>	<u>11,726,435</u>
Other capital assets:				
Infrastructure	1,267,707	4,797,749		6,065,456
Land improvements	565,106			565,106
Buildings and improvements	2,943,466			2,943,466
Vehicles and equipment	5,649,178	358,587	(79,543)	5,928,222
Library media	<u>344,895</u>			<u>344,895</u>
Total other capital assets at historical cost	<u>10,770,352</u>	<u>5,156,336</u>	<u>(79,543)</u>	<u>15,847,145</u>
Less accumulated depreciation for:				
Infrastructure	(115,587)	(185,314)		(300,901)
Land improvements	(144,490)	(37,486)		(181,976)
Buildings and improvements	(957,277)	(76,016)		(1,033,293)
Vehicles and equipment	(4,456,378)	(251,841)	63,750	(4,644,469)
Library media	<u>(164,502)</u>	<u>(14,888)</u>		<u>(179,390)</u>
Total accumulated depreciation	<u>(5,838,234)</u>	<u>(565,545)</u>	<u>63,750</u>	<u>(6,340,029)</u>
Total other capital assets, net	<u>4,932,118</u>	<u>4,590,791</u>	<u>(15,793)</u>	<u>9,507,116</u>
Total capital assets, net	<u>\$ 18,511,415</u>	<u>\$ 7,535,678</u>	<u>\$(4,813,542)</u>	<u>\$ 21,233,551</u>

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2013**

Depreciation expense was charged to governmental functions as follows:

General government	\$ 31,611
Public safety	100,537
Highways and streets	352,641
Sanitation	750
Culture and recreation	80,006
Total governmental activities depreciation expense	<u>\$ 565,545</u>

The balance of the assets acquired through capital leases as of June 30, 2013 is as follows:

Vehicles and equipment	\$ 319,689
Less accumulated depreciation for:	
Vehicles and equipment	<u>(116,729)</u>
	<u>\$ 202,960</u>

The following is a summary of changes in capital assets in the proprietary fund:

	Balance 7/1/2012	Additions	Reductions	Balance 6/30/2013
Business-type activities:				
Other capital assets:				
Land improvements	\$ 1,551,999			\$ 1,551,999
Total other capital assets at historical cost	<u>1,551,999</u>	<u>\$ -</u>	<u>\$ -</u>	<u>1,551,999</u>
Less accumulated depreciation for:				
Land improvements	<u>(395,069)</u>	<u>(103,478)</u>		<u>(498,547)</u>
Total accumulated depreciation	<u>(395,069)</u>	<u>(103,478)</u>	<u>-</u>	<u>(498,547)</u>
Total other capital assets, net	<u>1,156,930</u>	<u>(103,478)</u>	<u>-</u>	<u>1,053,452</u>
Total capital assets, net	<u>\$ 1,156,930</u>	<u>\$ (103,478)</u>	<u>\$ -</u>	<u>\$ 1,053,452</u>

Depreciation expense was charged to the proprietary fund as follows:

Baboosic Lake Septic Fund	<u>\$ 103,478</u>
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**NOTE 6—DEFINED BENEFIT PLAN**

***Plan Description***

The Town contributes to the New Hampshire Retirement System (NHRS), a cost-sharing multiple-employer defined benefit pension plan administered by the NHRS Board of Trustees. The plan provides service, disability, death and vested retirement allowances to plan members and beneficiaries. Benefit provisions are established and may be amended by the New Hampshire State legislature. The NHRS issues a publicly available financial report that includes financial statements and required supplementary information for NHRS. That report may be obtained by writing to New Hampshire Retirement System, 54 Regional Drive, Concord, New Hampshire 03301.

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2013**

***Funding Policy***

Covered police officers and fire employees are required to contribute 11.55% and 11.80%, respectively of their covered salary, and the Town is required to contribute at an actuarially determined rate. The Town's contribution rates for the covered payroll of police officers and fire employees were 19.95% and 22.89%. The Town contributes 100% of the employer cost for police officers and fire employees.

Per RSA-100:16, plan member contribution rates are established and may be amended by the New Hampshire State legislature and employer contribution rates are determined by the NHRS Board of Trustees based on an actuarial valuation. The Town's contributions to the NHRS for the years ending June 30, 2013, 2012, and 2011 were \$286,442, \$298,889, and \$222,763, respectively, equal to the required contributions for each year.

**NOTE 7—OTHER POST-EMPLOYMENT BENEFITS**

In addition to providing pension benefits, the Town provides dental, medical and pharmacy benefits to its eligible retirees. Dental, medical and pharmacy benefits have three groups of coverage. The retirement eligibility requirements for general employees and police officers who are members of the New Hampshire Retirement System (NHRS) have changed for those hired on/after July 1, 2011.

The retiree health benefits eligibility requirements remained unchanged for those general employees and police officers hired prior to July 1, 2011. For general employees (Groups I) covered by the NHRS, the employee must reach the age of 50 with 10 years of service, obtain 70 points (the sum of age and years of service) or reach the age of 60 to qualify for this benefit. For public safety officers (Group II), the employee must reach the age of 45 with 20 years of service or reach the age of 60 to qualify for this benefit.

For general employees (Group I) covered by the NHRS and hired on/after July 1, 2011, the employee must reach the age of 60 with 30 years of service or reach the age of 65 to qualify for this benefit. For public safety officers (Group II) hired on/after July 1, 2011, the employee must reach the age of 50 with 25 years of service or reach the age of 60 to qualify for this benefit.

For general employees that are not covered by the NHRS, the employee must reach the age of 60 with 2 years of service or have at least 25 years of service to qualify for this benefit.

All other retirees and spouses of retirees pay the full cost of the health care coverage. The benefits, benefit levels, employee contributions and employer contributions are governed by RSA 100-A:50. As of July 1, 2012, the actuarial valuation date, approximately 3 retirees and 59 active employees meet the eligibility requirements. The plan does not issue a separate financial report.

***Annual OPEB Costs***

The Town's fiscal 2013 annual OPEB expense is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined using the alternative measurement method in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid, on an ongoing basis, is projected to cover the normal cost each year and amortize the unfunded actuarial liability over a period of thirty years. The Town's annual OPEB cost for the fiscal year ending

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2013**

June 30, 2013 including the amount actually contributed to the plan, and the change in the Town's net OPEB obligation based on an actuarial valuation as of July 1, 2012 is as follows:

Annual Required Contribution (ARC)	\$ 109,844
Interest on Net OPEB obligation (NOO)	5,912
NOO Amortization adjustment to ARC	<u>(5,874)</u>
Annual OPEB cost	109,882
Contributions made	<u>(64,322)</u>
Increase in Net OPEB obligation	45,560
Net OPEB obligation - beginning of year	<u>147,805</u>
Net OPEB obligation - end of year	<u>\$ 193,365</u>

The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for the fiscal years ending June 30, 2013, 2012 and 2011 are as follows:

<u>Fiscal Year Ended</u>	<u>Annual OPEB Cost</u>	<u>Percentage of OPEB Cost Contributed</u>	<u>Net OPEB Obligation</u>
6/30/2013	\$ 109,882	58.6%	\$ 193,365
6/30/2012	\$ 114,601	61.8%	\$ 147,805
6/30/2011	\$ 115,915	53.4%	\$ 104,013

The Town's net OPEB obligation as of June 30, 2013 is recognized as a liability in these financial statements.

***Funded Status and Funding Progress for OPEB***

The funded status of the plan as of July 1, 2012, the date of the most recent actuarial valuation is as follows:

Actuarial Accrued Liability (AAL)	\$ 1,212,589
Actuarial value of plan assets	<u>-</u>
Unfunded Actuarial Accrued Liability (UAAL)	<u>\$ 1,212,589</u>
Funded ratio (actuarial value of plan assets/AAL)	0.0%
Covered payroll (active plan members)	\$ 3,192,264
UAAL as a percentage of covered payroll	38.0%

The alternative measurement valuation involves estimates of the value of reported amounts and assumptions about the probability of events in the future. The total cost of providing post-employment benefits is projected, taking into account assumptions about current claim cost, turnover, mortality, health care trends, and other key assumptions. Internally generated key assumptions, based on recent trends within the Town, include general considerations, expected point at which benefits begin, and marital and dependency status. Mortality assumptions were derived from the RP-2000 Combined Mortality Table fully generational using scale AA. Turnover assumptions were based on the Standard Turnover Assumption from pronouncement GASB No. 45. The assumption on health care trends was provided by an independent company that assisted the Town in the preparation of the alternative measurement method for GASB 45. Based on this independent company's help, the health care trends do not reflect potential

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2013**

changes in future health costs due to the passage of the Patient Protection and Affordable Care Act signed on March 23, 2010, as amended by the Health Care and Education Reconciliation Act signed on March 30, 2010 as the impact of these recent legislations are unknown. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future. The required schedule of funding progress presented as required supplementary information provides multi-year trend information that shows whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits.

***Actuarial Methods and Assumptions for OPEB***

Projections of benefits for financial reporting purposes are based on the plan as understood by the Town and the plan members and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the Town and plan members to that point. Actuarial calculations reflect a long-term perspective and employ methods and assumptions that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets.

In the July 1, 2012 actuarial valuation, the Projected Unit Credit method was used. The actuarial value of assets was not determined as the Town has not advance funded its obligation. The actuarial assumptions included a 4.0% investment rate of return and an annual healthcare cost trend rate of 9.0% initially, and then reduced by .5% decrements to an ultimate rate of 5.0% after 9 years. The amortization costs for the initial Unfunded Actuarial Accrued Liability (UAAL) is a level percentage of payroll for a period of thirty years on an open group basis. This has been calculated assuming the amortization payment increases at a rate of 3.0% per year.

**NOTE 8—LONG-TERM OBLIGATIONS**

***Changes in Long-Term Obligations***

The changes in the Town's long-term obligations for the year ended June 30, 2013 are as follows:

	Balance <u>7/1/2012</u>	<u>Additions</u>	<u>Reductions</u>	Balance <u>6/30/2013</u>	Due Within <u>One Year</u>
<b>Governmental activities:</b>					
Bonds payable	\$ 80,000		\$ (80,000)	\$ -	\$ -
Notes payable	2,115,377	\$ 2,363,732	(430,822)	4,048,287	430,822
Capital leases payable	246,628		(93,631)	152,997	69,600
Total governmental activities	<u>\$ 2,442,005</u>	<u>\$ 2,363,732</u>	<u>\$ (604,453)</u>	<u>\$ 4,201,284</u>	<u>\$ 500,422</u>
<b>Business-type activities:</b>					
Notes payable	\$ 477,418		\$ (45,155)	\$ 432,263	\$ 45,155
Total business-type activities	<u>\$ 477,418</u>	<u>\$ -</u>	<u>\$ (45,155)</u>	<u>\$ 432,263</u>	<u>\$ 45,155</u>

Payments on the general obligation bonds, notes payable and capital leases of the governmental activities are paid out of the General Fund. Payments on the notes payable of the business-type activities are paid out of the Baboosic Lake Septic Fund.

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2013**

*Notes Payable*

Governmental Activities:

Notes payable for governmental activities at June 30, 2013 are comprised of the following individual issues:

\$1,825,000 Road Reconstruction Notes due in annual installments of \$121,667 through June 2026; interest at 3.67%	\$ 1,581,667
\$500,000 Spring Road Notes due in annual installments of \$50,000 through August 2020; interest at 3.02%	400,000
\$300,000 OSAC Land Notes due in annual installments of \$30,000 through October 2017; interest at 3.56%	150,000
\$291,554 Tanker Notes due in annual installments of \$29,155 through July 2016; interest at 4.45%	116,620
\$2,000,000 Road Reconstruction Notes due in annual installments of \$200,000 through June 2022; interest at 2.95%	<u>1,800,000</u>
	<u>\$ 4,048,287</u>

Debt service requirements to retire the notes payable for governmental activities at June 30, 2013 are as follows:

<u>Year Ending</u> <u>June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Totals</u>
2014	\$ 430,822	\$ 132,569	\$ 563,391
2015	430,822	118,328	549,150
2016	430,822	104,088	534,910
2017	430,821	89,871	520,692
2018	401,667	76,261	477,928
2019-2023	1,558,333	202,019	1,760,352
2024-2026	<u>365,000</u>	<u>26,791</u>	<u>391,791</u>
	<u>\$4,048,287</u>	<u>\$ 749,927</u>	<u>\$ 4,798,214</u>

As included on the Statement of Activities (Exhibit B), interest for the year ended June 30, 2013 was \$115,761 on notes payable for governmental activities.

Business-type Activities:

Notes payable at June 30, 2013 are comprised of the following individual issues:

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2013**

\$178,500 Baboosic Lake Septic Notes due in annual installments of \$11,900 through September 2022; interest at 4.20%.	\$ 119,000
\$132,278 Baboosic Lake Septic Notes due in annual installments of \$13,228 through July 2016; interest at 4.45%.	52,912
\$170,700 Baboosic Lake Septic Notes due in annual installments of \$11,380 through August 2025; interest at 3.17%.	147,940
\$258,039 Baboosic Lake Septic Notes due in annual installments of \$8,647 through April 2026; interest at 2.91%.	
A total of \$128,334 of principal was forgiven at the time of the initial payment.	<u>112,411</u>
	<u>\$ 432,263</u>

Debt service requirements to retire the notes payable for business-type activities at June 30, 2013 are as follows:

Year Ending June 30,	Principal	Interest	Totals
2014	\$ 45,155	\$ 14,767	\$ 59,922
2015	45,155	13,066	58,221
2016	45,155	11,365	56,520
2017	45,155	9,676	54,831
2018	31,927	8,260	40,187
2019-2023	159,635	24,625	184,260
2024-2026	60,081	3,676	63,757
	<u>\$ 432,263</u>	<u>\$ 85,435</u>	<u>\$ 517,698</u>

As included on the Statement of Revenues, Expenses and Changes in Net Position – Proprietary Funds (Exhibit F), interest expense for the year ended June 30, 2013 was \$16,468 on notes payable for the business-type activities.

***Capital Lease Obligations***

Capital lease obligations represent lease agreements entered into for the financing of equipment acquisitions. These contracts are subject to cancellation should funds not be appropriated to meet payment obligations. Amounts are annually budgeted in the applicable function. The following are the individual capital lease obligations at June 30, 2013:

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2013**

Highway equipment lease, due in annual installments of \$7,056, including interest at 4.07% through August 2014	\$ 13,294
Highway equipment lease, due in annual installments of \$39,976, including interest at 2.85% through January 2016	113,320
Vehicle lease, due in annual installments of \$27,132, including interest at 2.84% through October 2013	<u>26,383</u>
	<u>\$ 152,997</u>

Debt service requirements to retire capital lease obligations outstanding at June 30, 2013 are as follows:

Year Ending June 30,	Principal	Interest	Totals
2014	\$ 69,600	\$ 4,563	\$ 74,163
2015	44,543	2,489	47,032
2016	38,854	1,122	39,976
	<u>\$ 152,997</u>	<u>\$ 8,174</u>	<u>\$ 161,171</u>

***Authorized and Unissued Debt***

As of June 30, 2013, the Town had the following debt authorized and unissued:

Road reconstruction	\$ 10,675,000
Open space land	5,200,000
Bridge replacement	2,100,260
Baboosic Lake Septic	129,795
Baboosic Lake Community Septic	<u>166,961</u>
	<u>\$ 18,272,016</u>

**NOTE 9—INTERFUND BALANCES AND TRANSFERS**

The Town has combined the cash resources of its governmental and proprietary funds. For accounting and reporting purposes, that portion of the pooled cash balance is reported in the specific fund as an interfund balance. In addition, the General Fund has paid for various items that are to be reimbursed from Nonmajor Governmental Funds.

Interfund balances at June 30, 2013 are as follows:

	General Fund	Due from			Totals
		Road Construction Fund	Nonmajor Governmental Funds	Baboosic Lake Septic Fund	
General Fund		\$ 252,710	\$ 31,973	\$ 163,360	\$ 448,043
Nonmajor Governmental Funds	<u>\$ 405,127</u>				<u>405,127</u>
	<u>\$ 405,127</u>	<u>\$ 252,710</u>	<u>\$ 31,973</u>	<u>\$ 163,360</u>	<u>\$ 853,170</u>

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2013**

During the year, several interfund transactions occurred between funds. The various transfers between the General Fund and Nonmajor Governmental Funds were made in accordance with budgetary authorizations.

Interfund transfers for the year ended June 30, 2013 are as follows:

	Transfer to	Transfer from	
		General Fund	Nonmajor Governmental Funds
	General Fund		\$ 40,000
	Nonmajor Governmental Funds	\$ 19,600	
		<u>\$ 19,600</u>	<u>\$ 40,000</u>
			<u>\$ 59,600</u>

**NOTE 10—RESTRICTED NET POSITION**

Net position is restricted for specific purposes at June 30, 2013 as follows:

Endowments - principal	\$ 1,600,120
Endowments - income	330,517
Open space land	110,717
Miscellaneous grants and donations	23,017
	<u>\$ 2,064,371</u>

**NOTE 11—PERFORMANCE DEPOSITS**

The Town holds performance bonds from developers until projects have been completed to Town standards. These bonds are not included as part of the financial statements. At June 30, 2013, the Town held performance deposits totaling \$141,500.

**NOTE 12—COMPONENTS OF FUND BALANCE**

The components of the Town's fund balance for its governmental funds at June 30, 2013 are as follows:

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2013**

<u>Fund Balances</u>	<u>General Fund</u>	<u>Road Construction Fund</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>Nonspendable:</b>				
Prepaid expenses	\$ 1,804			\$ 1,804
Endowments			\$ 1,600,120	1,600,120
Inventory	29,943			29,943
<b>Restricted for:</b>				
Endowments - income			330,517	330,517
Open space land	110,717			110,717
Miscellaneous grants and donations	18,036		4,981	23,017
<b>Committed for:</b>				
Recreation Fund			210,066	210,066
Peabody Mill Environmental Center Fund			159,115	159,115
Police Detail Revolving Fund			40,002	40,002
Conservation Commission Fund			289,686	289,686
Capital Reserves Fund	624,809			624,809
Land Use Change Tax Fund	98,794			98,794
<b>Assigned for:</b>				
Encumbrances	65,872			65,872
Designated to offset subsequent fiscal year tax rate	200,000			200,000
Library Fund			127,814	127,814
Town Band Fund			4,943	4,943
Recycle Fund	1,730			1,730
Rescue Fund	118			118
Friends of the Orchard Fund	4,345			4,345
<b>Unassigned (deficit):</b>				
Road construction		\$ (591,378)		(591,378)
General Fund operations	2,874,737			2,874,737
	<u>\$ 4,030,905</u>	<u>\$ (591,378)</u>	<u>\$ 2,767,244</u>	<u>\$ 6,206,771</u>

**NOTE 13—COMMITMENTS AND CONTINGENCIES**

***Issuance of Notes Payable***

During June 2011, the Town issued a \$2,100,260 note payable for the reconstruction of three bridges, which was modified in January 2013. Per the original agreement, this note had an interest rate of 3.15% and was to mature on July 13, 2027. Effective January 2013, this note has an interest rate of 2.50% and matures on July 13, 2028. No funds have been drawn down against this note payable as of June 30, 2013.

During January 2013, the Town issued a \$2,000,000 note payable for road reconstruction. This note has an interest rate of 2.25% and matures on June 7, 2023. No funds have been drawn down against this note payable as of June 30, 2013. Subsequent to year end (see Note 15), funds have been drawn down against this note payable.

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**June 30, 2013**

***Litigation***

The Town's general counsel estimates that any potential claims against the Town, which are not covered by insurance, are immaterial and would not affect the financial position of the Town.

**NOTE 14—RESTATEMENT OF EQUITY**

***Government-Wide Statements***

During the year ended June 30, 2013, management reviewed the road reconstruction activity and determined that the construction in progress and the net book value of the capitalized infrastructure were understated. In addition, various parcels of land below the Town's capitalization threshold had been included in capital assets.

During the year ended June 30, 2013, it was also determined that the interfund balance between the General Fund and the Baboosic Lake Septic Fund was understated.

The impact of the restatement on the governmental activities and business-type activities is as follows:

	Governmental <u>Activities</u>	Business-Type <u>Activities</u>
Net Position - July 1, 2012 (as previously reported)	\$ 20,537,070	\$ 616,859
Amount of restatement due to:		
Understatement of the net book value of capital assets	691,944	
Understatement of internal balances	<u>113,360</u>	<u>(113,360)</u>
Net Position - July 1, 2012, as restated	<u>\$ 21,342,374</u>	<u>\$ 503,499</u>

***Fund Financial Statements***

During the year ended June 30, 2013, it was determined that the interfund balance between the General Fund and the Baboosic Lake Septic Fund was understated. The impact of this restatement is as follows:

	General <u>Fund</u>	Baboosic Lake Septic <u>Fund</u>
Fund Balance/Net Position - July 1, 2012 (as previously reported)	\$ 3,341,185	\$ 616,859
Amount of restatement due to:		
Understatement of due from/(due to) other funds	<u>113,360</u>	<u>(113,360)</u>
Fund Balance/Net Position - July 1, 2012, as restated	<u>\$ 3,454,545</u>	<u>\$ 503,499</u>

**NOTE 15—SUBSEQUENT EVENT**

During November 2013, the Town has drawn down \$2,000,000 on an existing note payable for road construction. These notes have an interest rate of 2.25% and mature June 2023.

SCHEDULE 1

TOWN OF AMHERST, NEW HAMPSHIRE

Schedule of Revenues, Expenditures and Changes in Fund Balance

Budget and Actual (Budgetary Basis) - General Fund

For the Year Ended June 30, 2013

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Favorable (Unfavorable)
	Original	Final		
Revenues:				
Taxes	\$ 7,398,737	\$ 7,398,737	\$ 7,462,745	\$ 64,008
Licenses and permits	2,338,650	2,338,650	2,500,291	161,641
Intergovernmental	853,810	876,877	978,978	102,101
Charges for services	370,164	370,164	409,141	38,977
Interest income	5,000	5,000	17,656	12,656
Miscellaneous	9,000	9,000	33,477	24,477
Total Revenues	<u>10,975,361</u>	<u>10,998,428</u>	<u>11,402,288</u>	<u>403,860</u>
Expenditures:				
Current operations:				
General government	1,800,433	1,994,861	1,871,484	123,377
Public safety	3,533,997	3,452,633	3,386,910	65,723
Highways and streets	3,175,706	3,133,035	2,847,737	285,298
Sanitation	577,358	587,743	561,334	26,409
Health and welfare	104,047	109,047	91,172	17,875
Culture and recreation	1,164,658	1,173,758	1,141,807	31,951
Capital outlay	99,088	149,946	138,250	11,696
Debt service:				
Principal retirement	510,824	510,825	510,822	3
Interest and fiscal charges	220,969	149,157	136,018	13,139
Total Expenditures	<u>11,187,080</u>	<u>11,261,005</u>	<u>10,685,534</u>	<u>575,471</u>
Excess revenues over (under) expenditures	<u>(211,719)</u>	<u>(262,577)</u>	<u>716,754</u>	<u>979,331</u>
Other financing sources (uses):				
Transfers in	50,000	100,858	92,538	(8,320)
Transfers out	(71,600)	(71,600)	(71,600)	-
Total other financing sources (uses)	<u>(21,600)</u>	<u>29,258</u>	<u>20,938</u>	<u>(8,320)</u>
Net change in fund balance	(233,319)	(233,319)	737,692	971,011
Fund balance at beginning of year, as restated				
- Budgetary Basis	<u>3,017,717</u>	<u>3,017,717</u>	<u>3,017,717</u>	<u>-</u>
Fund balance at end of year				
- Budgetary Basis	<u>\$ 2,784,398</u>	<u>\$ 2,784,398</u>	<u>\$ 3,755,409</u>	<u>\$ 971,011</u>

See accompanying notes to the required supplementary information

SCHEDULE 2  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Schedule of Funding Progress for Other Post-Employment Benefits**  
For the Year Ended June 30, 2013

Actuarial Valuation <u>Date</u>	Actuarial Value of <u>Assets</u>	Actuarial Accrued Liability (AAL) - Projected Unit <u>Credit</u>	Unfunded AAL ( <u>UAAL</u> )	Funded <u>Ratio</u>	Covered <u>Payroll</u>	UAAL as a Percentage of Covered <u>Payroll</u>
7/1/2009	\$ -	\$ 1,255,353	\$ 1,255,353	0%	\$ 3,265,756	38.4%
7/1/2012	\$ -	\$ 1,212,589	\$ 1,212,589	0%	\$ 3,192,264	38.0%

*See accompanying notes to the required supplementary information*

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**  
**June 30, 2013**

**NOTE 1—BUDGET TO ACTUAL RECONCILIATION**

Amounts recorded as budgetary amounts in the Schedule of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual (Budgetary Basis) – General Fund (Schedule 1) are reported on the basis budgeted by the Town. Those amounts differ from those reported in conformity with accounting principles generally accepted in the United States of America in the Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds (Exhibit D). Property tax budgetary revenues are recognized when levied rather than when susceptible to accrual. Budgetary expenditures were adjusted for compensated absences payable amounts budgeted on a “pay as you go” basis, encumbrances, and activity budgeted in the current fiscal year. Budgetary revenues and expenditures were adjusted for non-budgetary revenues and expenditures and budgetary transfers.

	Revenues and Other Financing <u>Sources</u>	Expenditures and Other Financing <u>Uses</u>
Per Exhibit D	\$ 11,519,850	\$ 10,943,490
Difference in property taxes meeting susceptible to accrual criteria	(62,132)	
Compensated absences payable, June 30, 2012		284,796
Compensated absences payable, June 30, 2013		(286,774)
Encumbrances, June 30, 2012		(314,113)
Encumbrances, June 30, 2013		65,872
Activity recognized in the prior fiscal year and budgeted in the current fiscal year		16,700
Non-budgetary revenues and expenditures	(15,430)	(4,837)
Budgetary transfers	52,538	52,000
Per Schedule 1	<u>\$ 11,494,826</u>	<u>\$ 10,757,134</u>

**NOTE 2—BUDGETARY FUND BALANCES**

The components of the budgetary fund balance for the General Fund are as follows:

<b>Nonspendable:</b>	
Prepaid expenses	\$ 1,804
Inventory	29,943
Tax dedeed property	10,923
<b>Assigned:</b>	
Designated to offset subsequent fiscal year tax rate	200,000
<b>Unassigned</b>	<u>3,512,739</u>
	<u>\$ 3,755,409</u>

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION (CONTINUED)**  
**June 30, 2013**

**NOTE 3—SCHEDULE OF FUNDING PROGRESS FOR OTHER POST-EMPLOYMENT BENEFITS**

In accordance with GASB Statement #45, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions*, the Town is required to disclose the schedule of funding progress for each of the three most recent actuarial valuations. The Town implemented the provisions of GASB Statement #45 during the year ended June 30, 2010. Accordingly, the funding progress has only been presented for the most recent actuarial valuation reports. Additional disclosures will be made as the information becomes available.

SCHEDULE I  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Schedule of Expenditures of Federal Awards**  
For the Year Ended June 30, 2013

Federal Granting Agency/Recipient State Agency/Grant Program/State Grant Number	Federal Catalogue Number	Expenditures
<b>DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT</b>		
<b>Pass Through Payments from Community Development</b>		
<b>Finance Authority</b>		
Community Development Block Grants / State's Program and Non-Entitlement Grants in Hawaii #11-112-CDHS	14.228	\$ 498,149
Sustainable Communities Regional Planning Grant Program #CCPNH0061-11	14.703	9,375
<b>Total Department of Housing and Urban Development</b>		<u>507,524</u>
<b>DEPARTMENT OF TRANSPORTATION</b>		
<b>Pass Through Payments from the New Hampshire</b>		
<b>Department of Transportation</b>		
Highway Planning and Construction #X-A002(272)	20.205	14,540
State and Community Highway Safety #304-13A-023	20.600	280
<b>Total Department of Transportation</b>		<u>14,820</u>
<b>DEPARTMENT OF HOMELAND SECURITY</b>		
<b>Pass Through Payments from the New Hampshire Department</b>		
<b>of Safety</b>		
Disaster Grants - Public Assistance (Presidentially Declared Disasters) #FEMA-3360-EM-NH	97.036	50,300
Emergency Management Performance Grants	97.042	43,700
<b>Total Department of Homeland Security</b>		<u>94,000</u>
<b>Total Expenditures of Federal Awards</b>		<u>\$ 616,344</u>

*See notes to schedule of expenditures of federal awards*

**TOWN OF AMHERST, NEW HAMPSHIRE**  
**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
June 30, 2013

**NOTE 1—GENERAL**

The accompanying Schedule of Expenditures of Federal Awards presents the activity of all federal financial assistance programs of the Town of Amherst, New Hampshire. The Town's reporting entity is defined in Note 1 of the Town's basic financial statements. All federal funds are included on the schedule.

**NOTE 2—BASIS OF ACCOUNTING**

The accompanying Schedule of Expenditures of Federal Awards is presented using the modified accrual basis of accounting, which is described in Note 1 of the Town's basic financial statements.

**NOTE 3—RELATIONSHIP TO BASIC FINANCIAL STATEMENTS**

The recognition of expenditures of federal awards has been reported in the Town's basic financial statements as intergovernmental revenues in the governmental funds as follows:

Major Governmental Fund:	
General Fund	\$ 118,195
Nonmajor Governmental Funds	<u>498,149</u>
	<u>\$ 616,344</u>

**REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED  
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

Independent Auditor's Report

To the Board of Selectmen  
Town of Amherst, New Hampshire

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, business-type activities, each major fund and the aggregate remaining fund information of the Town of Amherst, New Hampshire as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the Town of Amherst, New Hampshire's basic financial statements, and have issued our report thereon dated February 5, 2014.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Town of Amherst, New Hampshire's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town of Amherst, New Hampshire's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Amherst, New Hampshire's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in the accompanying Schedule of Findings and Questioned Costs, we identified certain deficiencies in internal control that we consider to be material weaknesses and significant deficiencies.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiency described in the accompanying Schedule of Findings and Questioned Costs to be a material weakness (see finding #2013-01).

A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with

governance. We consider the deficiencies described in the accompanying Schedule of Findings and Questioned Costs to be significant deficiencies (see findings #2013-02 and #2013-03).

### **Compliance and Other Matters**

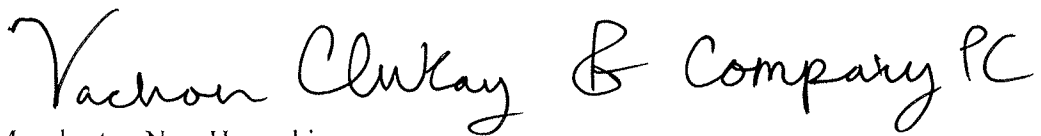
As part of obtaining reasonable assurance about whether the Town of Amherst, New Hampshire's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Management's Response to Findings**

The Town of Amherst, New Hampshire's responses to the findings identified in our audit are described in the accompanying Schedule of Findings and Questioned Costs. The Town of Amherst, New Hampshire's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Vachon Clukay & Company PC". The signature is written in a cursive, flowing style.

Manchester, New Hampshire  
February 5, 2014

**REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM  
AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE**

Independent Auditor's Report

To the Board of Selectmen  
Town of Amherst, New Hampshire

**Report on Compliance for Each Major Federal Program**

We have audited the Town of Amherst, New Hampshire's compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on the Town of Amherst, New Hampshire's major federal program for the year ended June 30, 2013. The Town of Amherst, New Hampshire's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

***Management's Responsibility***

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for the Town of Amherst, New Hampshire's major federal program based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Town of Amherst, New Hampshire's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for the major federal program. However, our audit does not provide a legal determination of the Town of Amherst, New Hampshire's compliance.

***Opinion on Each Major Federal Program***

In our opinion, the Town of Amherst, New Hampshire complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on the major federal program for the year ended June 30, 2013.

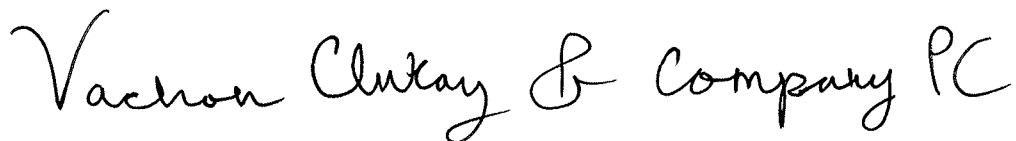
## Report on Internal Control Over Compliance

Management of the Town of Amherst, New Hampshire is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Town of Amherst, New Hampshire's internal control over compliance with the types of requirements that could have a direct and material effect on the major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for the major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Town of Amherst, New Hampshire's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

A handwritten signature in cursive script that reads "Vachon Clutay & Company PC".

Manchester, New Hampshire  
February 5, 2014

**Town of Amherst, New Hampshire**  
**Schedule of Findings and Questioned Costs**  
**Year Ended June 30, 2013**

**Section I—Summary of Auditor's Results**

**Financial Statements**

Type of auditor's report issued: Unmodified - all reporting units

Internal control over financial reporting:

Material weakness(es) identified?   X   yes        no

Significant deficiency(ies) identified  
not considered to be material weaknesses?   X   yes        no

Noncompliance material to financial statements noted?        yes   X   no

**Federal Awards**

Internal Control over major programs:

Material weakness(es) identified?        yes   X   no

Significant deficiency(ies) identified  
not considered to be material weaknesses?        yes   X   none reported

Type of auditor's report issued on compliance  
for major programs: Unmodified

Any audit findings disclosed that are required  
to be reported in accordance with  
Circular A-133, Section .510(a)?        yes   X   no

Identification of major programs:

CFDA Number(s)	Name of Federal Program or Cluster
14.228	Community Development Block Grants / State's Program and Non-Entitlement Grants in Hawaii

Dollar threshold used to distinguish between Type A and Type B program: \$ 300,000.

Auditee qualified as low-risk auditee?        yes   X   no

## Section II—Financial Statement Findings

The following findings relating to the internal control structure are required to be reported by GAGAS.

### **Finding #2013-01 – Payroll Disbursements**

**Criteria or specific requirement:** A key element of internal controls is to have a proper segregation of duties among employees to allow for a system of checks and balances.

**Condition:** The town's finance director currently has access to several functions associated with the town's payroll, which is contrary to the concept of a proper segregation of duties.

**Context:** Our procedures on the payroll transaction cycle indicated that the finance director has access to several functions associated with the town's payroll. The finance director currently has the authority to do the following: change approved pay rates within the software, process payroll transactions, and transmit direct deposit payroll information to the bank.

We also noted several instances in which an employee's time sheet was not formally approved by a department head.

**Effect:** The controls over cash are weakened as unauthorized payments may be issued. In addition, without approved time sheets, there is an increased risk that an employee will submit an overstated time sheet that will go undetected. The Selectmen are responsible for establishing and maintaining appropriate internal control procedures to ensure the safeguarding of all Town assets.

**Cause:** Payroll expenditures for the year ending June 30, 2013 amounted to approximately \$4,400,000. There is an increased risk that unauthorized payroll payments will be issued and not detected in a timely manner.

**Recommendation:** We recommend that the Board of Selectmen establish a policy to increase the controls over payroll disbursements. Although a majority of the Board reviews the payroll manifests, there is an increased risk that the payroll approved by the Board will not agree to the data electronically submitted to the bank. The duties of compiling the direct deposit information and submitting the information to the bank should be segregated.

We also recommend that any unauthorized time sheets be returned to the department heads. No payroll should be processed from incomplete forms.

**Views of Responsible Officials and Planned Corrective Actions:** The current Finance Department is staffed with 1.5 FTEs. The Finance Director is currently working on training the part-time staff with entering the timesheets which was being done by the Finance Director. Once the timesheets are entered into the payroll software by the staff member, the Finance Director reviews the timesheet journal against the data input sheets for accuracy. Once reviewed, the timesheet journal is sent back to the staff member to finish the payroll process. The Finance Director then transmits the data to the bank printing out bank reports showing the transfer amounts. One addition to the Payroll Manifest that was implemented in FY13 was the addition of a summary sheet. The summary shows the range of checks cut and the dollar amount, the direct deposit amount, the payroll taxes and the amount to fund the 457(b) retirement account. The source reports for the summary sheet as well as the bank reports are attached to the Payroll Manifest for the Board of Selectmen to review and sign.

### **Finding #2013-02 – Capital Asset Records**

**Criteria or specific requirement:** Accounting principles generally accepted in the United States of America require capital assets, net of accumulated depreciation to be reported in the financial statements.

**Condition:** The Town's capital asset software is unreliable and requires duplicate effort by the finance director to produce capital asset reports. The necessity to export data to an excel spreadsheet to remove disposed assets and print reports diminishes the value of having the capital asset software.

**Context:** Updating information in the capital asset software and then exporting the information to separate excel spreadsheets is inefficient. As of June 30, 2013, the Town's capital assets, net of accumulated depreciation, were \$21,233,551 and \$1,053,452 in its governmental activities and business-type activities, respectively.

**Effect:** The Town's capital asset software is also not integrated with the Town's financial software contributing to an understatement of construction in progress and infrastructure balances as of June 30, 2012.

**Cause:** The Town's annual audit is consistently delayed due to the inability to produce reliable capital asset figures.

**Recommendation:** Financial reporting systems are an integral part of financial management. We recommend that the Town consider either updating the current software to a recent version or acquiring a new capital asset software program.

**Views of Responsible Officials and Planned Corrective Actions:** For FY14, the Town is planning to replace the finance software which will include the capital asset system. As noted, the current software is not fully integrated with the general ledger and the report writer is also separate from the accounting system as well. Invoices have to be manually flagged as capital assets then entered manually into the capital asset system which slows down the processing time and increases the potential for errors. The new software will be fully integrated with a report writer. Updating the capital asset module will be done in real-time by flagging capital asset invoices while going through the accounts payable process and sending the data directly to the capital asset program thus eliminating double entries. The year-end process will be greatly shortened and generate more accurate reports.

### **Finding #2013-03 – Accounts Payable Reconciliation**

**Criteria or specific requirement:** The accounts payable balances in the general ledger were not reconciled during the year.

**Condition:** The accounts payable module within the Town's accounting system does not provide reliable reports. There are unidentified programming errors which produce incorrect total figures on requested subsidiary general ledger reports.

**Context:** The accounts payable balance of the various town funds did not reconcile with the detailed listing produced from the payable module of the accounting software system. Further analysis identified that the accounts payable detailed report did not properly add to the amount indicated on the report.

***Effect:*** The controls over the Town's financial reporting are weakened. The accounts payable module within the Town's accounting system does not provide reliable reports.

***Cause:*** Additional time was necessary to substantiate the recorded accounts payable balance and reconcile this balance to a detailed listing. The listing provided at the audit was higher than the recorded balance by approximately \$44,000, several invoices included within the listing represented subsequent year expenditures, and this computer generated detailed listing did not properly add.

***Recommendation:*** Financial reporting systems are an integral part of financial management. We urge accounting personnel to reconcile the general ledger balance sheet accounts on a regular basis to the subsidiary reports to detect any errors or omissions in a timely fashion. We also recommend that the Town consider either updating the current software to a recent version or acquiring a new accounting software program.

***Views of Responsible Officials and Planned Corrective Actions:*** For FY14, the Town is planning to replace the finance software which includes the accounts payable system. Currently, the system utilizes a separate report writer that runs into conflicts with newer programs. The result is reports that do not compile properly and don't reflect what the general ledger has for an open payable balance. Again, the new software will be more integrated with a report writer and will produce more accurate reports.

### **Section III—Federal Award Findings and Questioned Costs**

There were no findings and questioned costs as defined under OMB Circular A-133 .510(a).

SCHEDULE A  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Combining Balance Sheet**  
**Governmental Funds - All Nonmajor Funds**  
June 30, 2013

	Special Revenue Funds	Permanent Funds	Combining Totals
<b>ASSETS</b>			
Cash and cash equivalents	\$ 182,520		\$ 182,520
Investments	273,956	\$ 1,962,610	2,236,566
Accounts receivable	10,179		10,179
Due from other funds	405,127		405,127
Total Assets	<u>871,782</u>	<u>1,962,610</u>	<u>2,834,392</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Total Deferred Outflows of Resources	<u>-</u>	<u>-</u>	<u>-</u>
Total Assets and Deferred Outflows of Resources	<u>\$ 871,782</u>	<u>\$ 1,962,610</u>	<u>\$ 2,834,392</u>
<b>LIABILITIES</b>			
Accounts payable	\$ 35,175		\$ 35,175
Due to other funds		\$ 31,973	31,973
Total Liabilities	<u>35,175</u>	<u>31,973</u>	<u>67,148</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Total Deferred Inflows of Resources	<u>-</u>	<u>-</u>	<u>-</u>
<b>FUND BALANCES</b>			
Nonspendable		1,600,120	1,600,120
Restricted	4,981	330,517	335,498
Committed	698,869		698,869
Assigned	132,757		132,757
Total Fund Balances	<u>836,607</u>	<u>1,930,637</u>	<u>2,767,244</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 871,782</u>	<u>\$ 1,962,610</u>	<u>\$ 2,834,392</u>

SCHEDULE A-1  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Combining Balance Sheet**  
**Governmental Funds - All Nonmajor Special Revenue Funds**  
June 30, 2013

	Library Fund	Recreation Fund	Peabody Mill Environmental Center Fund	Police Detail Revolving Fund	Conservation Commission Fund	Town Band Fund	Miscellaneous Donations Fund	Hidden Pond Grant Fund	Total Nonmajor Special Revenue Funds
<b>ASSETS</b>									
Cash and cash equivalents	\$ 45,927	\$ 25	\$ 9,931		\$ 108,613	\$ 4,943	\$ 4,981	\$ 8,100	\$ 182,520
Investments	93,058				180,898				273,956
Accounts receivable		413		\$ 9,766					10,179
Due from other funds		223,499	151,217	30,236	175				405,127
Total Assets	<u>138,985</u>	<u>223,937</u>	<u>161,148</u>	<u>40,002</u>	<u>289,686</u>	<u>4,943</u>	<u>4,981</u>	<u>8,100</u>	<u>871,782</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>									
Total Deferred Outflows of Resources	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Assets and Deferred Outflows of Resources	<u>\$ 138,985</u>	<u>\$ 223,937</u>	<u>\$ 161,148</u>	<u>\$ 40,002</u>	<u>\$ 289,686</u>	<u>\$ 4,943</u>	<u>\$ 4,981</u>	<u>\$ 8,100</u>	<u>\$ 871,782</u>
<b>LIABILITIES</b>									
Accounts payable	\$ 11,171	\$ 13,871	\$ 2,033					\$ 8,100	\$ 35,175
Total Liabilities	<u>11,171</u>	<u>13,871</u>	<u>2,033</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>8,100</u>	<u>35,175</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>									
Total Deferred Inflows of Resources	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>FUND BALANCES</b>									
Restricted							4,981		4,981
Committed		210,066	159,115	40,002	289,686				698,869
Assigned	127,814					4,943			132,757
Total Fund Balances	<u>127,814</u>	<u>210,066</u>	<u>159,115</u>	<u>40,002</u>	<u>289,686</u>	<u>4,943</u>	<u>4,981</u>	<u>-</u>	<u>836,607</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 138,985</u>	<u>\$ 223,937</u>	<u>\$ 161,148</u>	<u>\$ 40,002</u>	<u>\$ 289,686</u>	<u>\$ 4,943</u>	<u>\$ 4,981</u>	<u>\$ 8,100</u>	<u>\$ 871,782</u>

## SCHEDULE B

## TOWN OF AMHERST, NEW HAMPSHIRE

## Combining Statement of Revenues, Expenditures and Changes in Fund Balances

## Governmental Funds - All Nonmajor Funds

For the Year Ended June 30, 2013

	Special Revenue <u>Funds</u>	Permanent <u>Funds</u>	Combining <u>Totals</u>
Revenues:			
Taxes	\$ 11,027		\$ 11,027
Intergovernmental	498,149		498,149
Charges for services	330,590		330,590
Interest and investment income	6,641	\$ 117,252	123,893
Miscellaneous	50,317	11,600	61,917
Total Revenues	<u>896,724</u>	<u>128,852</u>	<u>1,025,576</u>
Expenditures:			
Current operations:			
General government	498,149	5,175	503,324
Public safety	34,216		34,216
Culture and recreation	308,674	8,950	317,624
Capital outlay	125,686		125,686
Total Expenditures	<u>966,725</u>	<u>14,125</u>	<u>980,850</u>
Excess revenues over (under) expenditures	<u>(70,001)</u>	<u>114,727</u>	<u>44,726</u>
Other financing sources (uses):			
Transfers in	19,600		19,600
Transfers out	(40,000)		(40,000)
Total other financing sources (uses)	<u>(20,400)</u>	<u>-</u>	<u>(20,400)</u>
Net change in fund balances	(90,401)	114,727	24,326
Fund balances at beginning of year	<u>927,008</u>	<u>1,815,910</u>	<u>2,742,918</u>
Fund balances at end of year	<u>\$ 836,607</u>	<u>\$ 1,930,637</u>	<u>\$ 2,767,244</u>

SCHEDULE B-1

TOWN OF AMHERST, NEW HAMPSHIRE

Combining Statement of Revenues, Expenditures and Changes in Fund Balances

Governmental Funds - All Nonmajor Special Revenue Funds

For the Year Ended June 30, 2013

	Library Fund	Recreation Fund	Peabody Mill Environmental Center Fund	Police Detail Revolving Fund	Conservation Commission Fund	Town Band Fund	Miscellaneous Donations Fund	Hidden Pond Grant Fund	Total Nonmajor Special Revenue Funds
Revenues:									
Taxes					\$ 11,027				\$ 11,027
Intergovernmental								\$ 498,149	498,149
Charges for services	\$ 2,224	\$ 246,628	\$ 42,354	\$ 39,384					330,590
Interest and investment income	5,784		3		851	\$ 2	\$ 1		6,641
Miscellaneous	26,866	3,700	50		15,352	3,534	815		50,317
Total Revenues	<u>34,874</u>	<u>250,328</u>	<u>42,407</u>	<u>39,384</u>	<u>27,230</u>	<u>3,536</u>	<u>816</u>	<u>498,149</u>	<u>896,724</u>
Expenditures:									
Current operations:									
General government								498,149	498,149
Public safety				33,514			702		34,216
Culture and recreation	57,969	186,862	56,407		4,121	3,315			308,674
Capital outlay					125,686				125,686
Total Expenditures	<u>57,969</u>	<u>186,862</u>	<u>56,407</u>	<u>33,514</u>	<u>129,807</u>	<u>3,315</u>	<u>702</u>	<u>498,149</u>	<u>966,725</u>
Excess revenues over (under) expenditures	<u>(23,095)</u>	<u>63,466</u>	<u>(14,000)</u>	<u>5,870</u>	<u>(102,577)</u>	<u>221</u>	<u>114</u>	<u>-</u>	<u>(70,001)</u>
Other financing sources (uses):									
Transfers in			19,600						19,600
Transfers out					(40,000)				(40,000)
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>19,600</u>	<u>-</u>	<u>(40,000)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(20,400)</u>
Net change in fund balances	(23,095)	63,466	5,600	5,870	(142,577)	221	114	-	(90,401)
Fund balances at beginning of year	<u>150,909</u>	<u>146,600</u>	<u>153,515</u>	<u>34,132</u>	<u>432,263</u>	<u>4,722</u>	<u>4,867</u>	<u>-</u>	<u>927,008</u>
Fund balances at end of year	<u>\$ 127,814</u>	<u>\$ 210,066</u>	<u>\$ 159,115</u>	<u>\$ 40,002</u>	<u>\$ 289,686</u>	<u>\$ 4,943</u>	<u>\$ 4,981</u>	<u>\$ -</u>	<u>\$ 836,607</u>

SCHEDULE C  
**TOWN OF AMHERST, NEW HAMPSHIRE**  
**Combining Statement of Assets and Liabilities**  
**Fiduciary Funds - All Agency Funds**  
June 30, 2013

	School Agency <u>Funds</u>	Performance Bond Agency <u>Funds</u>	Combining <u>Totals</u>
ASSETS			
Cash and cash equivalents		\$ 202,432	\$ 202,432
Investments	<u>\$ 626,239</u>		<u>626,239</u>
Total Assets	<u>\$ 626,239</u>	<u>\$ 202,432</u>	<u>\$ 828,671</u>
LIABILITIES			
Due to other governments	\$ 626,239		\$ 626,239
Due to others		\$ 202,432	202,432
Total Liabilities	<u>\$ 626,239</u>	<u>\$ 202,432</u>	<u>\$ 828,671</u>

## **Grater Woods**



**View from bluff on Grater Woods Trail**



**Temple Mountain Range viewed from Grater Woods**

**The Town of Amherst benefits from the preservation of scenic and environmentally important land. Individuals, private and public organizations all help to make the purchase or gifting of land possible. The greatest legacy one can leave is the gift of land for sustaining wildlife and allowing others to enjoy the beauty of the outdoors in our own town.**