

352.0742B

K25
C.2

CITY OF KEENE

NEW HAMPSHIRE

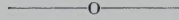


ANNUAL REPORT of the Accounting Department 1962

NEW HAMPSHIRE
STATE LIBRARY

REPORT OF ACCOUNTING DEPARTMENT FOR 1962

TABLE OF CONTENTS



Foreward	1
General Fund Balance Sheet	2
Statement of Budgetary Appropriations & Expenditures (General)	4
Statement of Budgetary Appropriations & Expenditures (Capital)	6
Statement of Cash Receipts & Disbursements	7
Summary of Cash Receipts & Disbursements	11
Schedule of Bonds & Notes Outstanding	12
Statement of Current Revenue	13
Water Utilities Balance Sheet	14
Water Utilities Profit and Loss Statement	16
Water Utilities Schedule of Depreciation	17
Trust Funds Balance Sheet	18

REPORT OF ACCOUNTING DEPARTMENT FOR 1962 KEENE, NEW HAMPSHIRE

GOVERNMENT IS A TRUSTEE
IT SHOULD RENDER AN ACCOUNT OF ITS STEWARDSHIP
IT IS NOT ONLY RESPONSIBLE FOR HONEST EXPENDITURES
OF FUNDS, BUT FOR INTELLIGENT EXPENDITURES AND, FOR
A WISER EXPENDITURE THAN IF THE FUNDS WERE LEFT IN
PRIVATE HANDS.

Tax Rate — 1962	\$43.60
Total Assessed Valuation — 1962	\$66,675,450.00
Population — 1962	17,527

The Accounting Department prescribes and operates a set of general accounts embracing all financial transactions of the City.

All bills, invoices, and payrolls against the City are checked to determine regularity and legality before they are paid.

Monthly reports on all receipts and expenditures of the City are prepared and a detailed annual financial report is prepared for public use.

No department may expend more than is provided in the annual budget unless the City Council by resolution transfers money from another source to provide the needed amount.

— — — — —

I hereby submit the annual report of the Accounting Department for the year 1962 with detailed accounts of monies spent and received by the City together with reports reflecting the financial condition of the City.

Respectfully submitted,
S/Philip M. Patch
Philip M. Patch
City Comptroller
Keene, New Hampshire

CITY OF KEENE
GENERAL FUND
BALANCE SHEET
AS AT DECEMBER 31, 1962

ASSETS

CASH:

Cash in Bank	\$668,803.11	
Cash in Savings Bank - Parking Meters	3,963.82	
Cash in National Bank - Parking Meters	2,019.01	
Petty Cash in Hands of City Officials	542.00	
		\$ 675,327.94

TAXES RECEIVABLE:

Property Taxes	324,636.95	
Poll Taxes	3,989.64	
Head Taxes	12,005.27	
Tax Liens Unredeemed	39,215.93	
Timber Taxes	945.35	
		380,793.14

ACCOUNTS RECEIVABLE:

Departmental Accounts Receivable		9,824.21
----------------------------------	--	----------

DUE FROM STATE OF NEW HAMPSHIRE:

Gas Tax Refund	292.61	
Other	30.47	
		323.08

INVENTORIES:

Materials and Supplies		61,315.99
------------------------	--	-----------

OTHER ASSETS:

Due from Water Utilities	40,611.70	
Tax Deeded Property	2,230.79	
		42,842.49

TOTAL ASSETS		\$1,170,426.85
--------------	--	----------------

CITY OF KEENE
GENERAL FUND
BALANCE SHEET
AS AT DECEMBER 31, 1962

LIABILITIES

CURRENT DEBT:

State of New Hampshire			
Head Taxes and Penalties			\$ 18,074.81

UNION SCHOOL DISTRICT:

School Taxes			934,056.30
--------------	--	--	------------

TRUST FUNDS:

Cemetery Perpetual Care Unexpended	\$11,247.56		
Trust Fund Income Unexpended	6,051.61		
Monadnock View Sale of Lots	3,170.00		
			20,469.17

WITHHOLDING TAXES and SOCIAL SECURITY	8,927.21		
RESERVE for CANCELLED BONDS and CHECKS	1,709.85		
RESERVE for EQUIPMENT ACCOUNT	8,409.39		
SEALER of WEIGHTS and MEASURES	390.60		
RHODES PROPERTY	57.20		
			19,494.25

PARKING METERS			1,192.53
UNEXPENDED CAPITAL APPROPRIATION			31,745.95
INTER-OFFICE SURVEY			1,000.00

SURPLUS:

Surplus Invested in Inventories	61,315.99		
Surplus Unappropriated	83,077.85		
			144,393.84

TOTAL LIABILITIES			\$1,170,426.85
-------------------	--	--	----------------

CITY OF KEENE
STATEMENT OF
BUDGETARY APPROPRIATIONS AND EXPENDITURES
FOR THE FISCAL YEAR ENDED DECEMBER 31, 1962

	Current Appropriations	Cash Receipts And Credits Transfers	Total Amount Available	Payrolls	Bills	Debit Transfers	Total Expenditures	Balance Unexpended * Over Expended
GENERAL GOVERNMENT								
General Government Administration	\$ 5,400.00	\$ 31.00	\$ 5,431.00	\$ 4,800.00	\$ 623.98		\$ 5,423.98	7.02
General Government	36,238.62	5.00	36,243.62		35,970.95	\$ 31.00	36,001.95	241.67
City Clerk	7,125.00	14.00	7,139.00	5,764.87	1,122.04		6,886.91	252.09
Elections and Registration	3,755.00		3,755.00	2,986.30	783.41	99.28	3,868.99	113.99*
Municipal Court	6,600.00	7.89	6,607.89	5,400.00	867.97		6,267.97	339.92
City Solicitor	5,572.00	70.00	5,642.00	3,672.00	1,980.02		5,652.02	10.02
Municipal Building	14,782.00	573.50	15,355.50	6,267.77	8,266.20		14,533.97	821.53
Accounting Office	17,040.00	1,512.10	18,552.10	14,664.85	3,358.02		18,022.87	529.23
Assessors	22,511.60	64.13	22,575.73	18,673.52	3,138.61	112.78	21,924.91	650.82
Tax Collector	14,900.00	1,146.02	16,046.02	11,963.67	2,758.20	36.22	14,758.09	1,287.93
City Manager	13,125.00		13,125.00	11,625.00	1,426.40	208.81	13,260.21	135.21*
Insurance	27,812.66	3,504.92	31,317.58		26,520.73		26,520.73	4,796.85
PUBLIC PROTECTION								
Police Department	136,313.82	9,035.99	145,349.81	113,372.38	27,259.98	68.62	140,700.98	4,648.83
Fire Department	112,461.42	567.76	113,029.18	94,642.74	17,863.88	442.79	112,949.41	79.77
City Engineer and Buildings	28,850.00		28,850.00	25,800.00	1,168.62	1,567.08	28,535.70	314.30
Planning Board	500.00		500.00		75.28		75.28	424.72
Sealer of Weights and Measures and Deputy Collector	4,300.00		4,300.00	4,182.00	82.02		4,264.02	35.98
Zoning Board	200.00		200.00	100.00	98.06		198.06	1.94

PUBLIC WORKS

Salaries	159,446.00	2,119.50	161,565.50	154,161.60	3,000.00	157,161.60	4,403.90
Administration	5,374.00	568.63	5,942.63		710.00	5,973.09	30.46*
Summer Maintenance	61,600.00	1,314.07	62,914.07		34,434.25	63,797.70	883.63*
Winter Maintenance	48,000.00	2,802.50	50,802.50		38,613.95	52,060.43	1,257.93*
Sewers	23,800.00	3,000.00	23,800.00		12,661.29	27,043.51	3,243.51*
Sanitary Fill and Rubbish Collection	12,970.00	917.78	15,970.00		7,340.38	15,719.83	250.17
Municipal Airport	14,390.00		15,307.78		368.18	15,717.83	410.05*

PUBLIC HEALTH and WELFARE

Health Department	14,890.00	46.32	14,936.32	11,710.00	105.91	13,525.61	1,410.71
Welfare Department	70,150.00	3,078.21	73,228.21	2,583.34		67,092.82	6,135.39

EDUCATION and RECREATION

Public Library	38,460.00		38,460.00	29,599.49		38,459.12	.88
Recreation	28,860.00	1,500.24	30,360.24	14,318.00	993.24	29,342.65	1,017.59
Parks	12,082.00	2,678.90	14,760.90	8,201.11	2,455.98	14,292.28	468.62

PUBLIC SERVICE

Cemeteries	23,300.69	11,245.24	34,545.93	29,821.94	696.59	34,673.06	127.13*
Street Lighting	47,800.00	3,100.00	50,900.00			50,044.83	855.17

UNCLASSIFIED

Patriotic Purposes	1,825.00		1,825.00			1,825.00	
Miscellaneous	51,154.48		51,154.48			51,154.48	
Civil Defense	2,138.50	20.49	2,158.99			2,129.56	29.43
Contingency Fund	5,000.00	12.00	5,012.00		950.00	2,039.87	
Maturing Debt and Interest	139,947.25	51,961.53	191,908.78		20,245.35	192,453.04	2,972.13
Forestry Work	12,000.00	1,922.31	13,922.31	5,017.64	1,264.00	12,722.71	544.26*
Unclassified	5,150.00	5.75	5,155.75	896.10		4,879.96	1,199.60
Hydrant Rental	20,000.00		20,000.00			20,000.00	275.79

\$1,255,825.04 \$102,825.78 \$1,358,650.82 \$580,224.32 \$624,285.94 \$127,444.77 \$1,331,955.03

UNEXPENDED BALANCE

\$26,695.79

CITY OF KEENE
STATEMENT OF
BUDGETARY APPROPRIATIONS AND EXPENDITURES
CAPITAL BUDGET
FOR THE FISCAL YEAR ENDED DECEMBER 31, 1962

	Carried From 1961	Current Appropri- ations	Cash Receipts And Credit Transfers	Total Amount Available	Payrolls	Bills	Debit Transfers	Total Expenditures	Carried To 1963 Overlappin* g
NEW EQUIPMENT									
City Manager	\$ 23.37*	\$ 190.55	\$ 23.37	\$ 190.55		\$ 190.55		\$ 190.55	
City Hall Clerk	368.17	200.00		568.17		395.02	23.37	418.39	149.78
City Hall Alterations	190.50			190.50		75.25		75.25	115.25
Accounting	31.65	500.00		531.65		475.90		475.90	55.75
Assessors	194.39	7,101.50		7,295.89		3,858.85	206.27	4,065.12	3,230.77
Police Equipment	750.00	6,000.00	583.30	7,333.30		7,198.47		7,198.47	134.83
Fire Department	692.11	435.00		1,127.11		490.75		490.75	636.36
Engineers and Inspectors	5,885.71	6,424.29		12,310.00		10,018.60		10,018.60	2,291.40
Public Works	60.00			60.00		60.00		60.00	
Tree Program		1,770.00		1,770.00		1,770.00		1,770.00	
Health	152.96	771.62		924.58		771.62		771.62	152.96
Recreation - Capital	607.07	1,448.00	920.00	2,975.07		1,734.29	1,076.49	2,810.78	164.29
Park Department	39.91	5,800.37		5,840.28		4,678.94	1,016.33	5,695.27	145.01
Cemetery		43.66		43.66					43.66
Information Booth									
CONSTRUCTION									
Town Road Aid (A)	187.96	1,922.20	2,542.32	4,652.48		3,883.29	2,110.16	2,110.16	2,542.32
Sidewalks	367.80	10,000.00	886.55	11,254.35	\$ 5,083.50	2,278.00	2,278.00	11,244.79	9.56
Street Improvements	3,506.52	37,668.00		41,174.52	2,867.82	30,199.41	4,303.47	37,370.70	3,803.82
Town Road Aid (B)	9,840.00	9,840.00		19,680.00					19,680.00
Drains	563.88	15,000.00		15,563.88	2,106.16	8,405.65	2,358.35	12,870.16	2,693.72
Sanitary Sewers	1,753.71	5,746.29		7,500.00	4,201.72	1,335.09	5,816.42	11,353.23	3,853.23*
Maple Acres Sewer Project	504.52*		3,118.61	2,614.09	672.10		2,323.18	2,995.28	381.19*
Beaver Brook	1,218.35		21.71	1,240.06	1,181.33	41.71		1,223.04	17.02
Equipment Storage Space	41.60			41.60		41.60		41.60	
Land Purchases:									
Railroad Square Easement	47.87			47.87					47.87
Park Improvements	1,032.54		1,339.33	2,371.87		2,172.97	135.00	2,307.97	63.90
Cemetery Construction	2.10			2.10					2.10
GRAND TOTALS	\$27,050.57	\$110,817.82	\$9,435.19	\$147,303.58	\$16,112.63	\$77,797.96	\$21,647.04	\$115,357.63	\$31,745.95

CITY OF KEENE

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS FOR THE FISCAL YEAR ENDED DECEMBER 31, 1962

CASH RECEIPTS

BALANCE SHEET ACCOUNTS

Local Taxes	\$2,953,348.82
Accounts Receivable:	
Other Departments	\$ 32,376.14
Water Department	9,100.00
State of New Hampshire Bounties	106.50
State Gas Tax Refund	3,996.85

45,579.49

Other Items:

Withholding Tax Deductions	78,364.86
Police Benevolent Fund	3,923.32
Police Retirement Fund	5,311.09
Firemen's Retirement Fund	4,987.84
General Retirement Fund	11,977.64
Blue Cross	11,295.65
Social Security	15,195.61
Inventories	1,599.35
Sealer of Weights and Measures	313.03
Sealer of Weights and Measures Retirement	93.67
Community Chest Deductions	25.00

133,087.06

Trust Funds:

Cemetery Perpetual Care	5,200.00
Trust Fund Income	15,491.06
Clement J. Woodward Fund	3,709.55

24,400.61

Tax Anticipation Notes	1,486,886.97
Head Tax and Head Tax Penalties	47,551.00
Current Budget	50,793.73
Capital Budget	4,211.46

\$4,745,859.14

TOTAL BALANCE SHEET ACCOUNTS

ESTIMATED REVENUE

State of New Hampshire Collected Tax:	
Interest and Dividend	50,518.09
Flood Control	3,624.09
Railroad	1,125.48

55,267.66

Miscellaneous Local Revenue:

Interest on Taxes	10,178.67
Motor Vehicle Permits	115,759.50
Dog Licenses	3,868.56
Municipal Court Fines	7,739.35
Rent of City Property	266.00
Interest on Investments	1,502.60
Licenses and Permits	2,253.50
City Clerk Fees	4,773.50
Sale of City Property	1,735.00
State Sewer Reimbursement	18,107.95

166,184.63

CITY OF KEENE

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS FOR THE FISCAL YEAR ENDED DECEMBER 31, 1962

CASH RECEIPTS

TOTAL BROUGHT FORWARD		\$4,745,859.14
ESTIMATED REVENUE (Continued)	\$ 221,452.29	
Departmental Income:		
Parking Meter Fines	\$ 8,947.91	
Airport Department	93.19	
Health Department and Fire Department	998.50	
Library Books and Fines	1,596.00	
Bicycle Registration	349.50	
Bond and Debt Retirement Tax	117.82	
	<hr/>	
	12,102.92	
TOTAL ESTIMATED REVENUE		<hr/> 233,555.21
Due Water Utilities	200,000.00	
Parking Meter Receipts	57,530.18	
Garage Account	12,723.50	
Assessor's Machine Account	1,840.21	
Union School District (On Note)	1,000.00	
West Keene Interceptor Sewer	63,045.25	
Ash Swamp Project	13,301.00	
Airport #2 Runway Extensions	323,630.80	
Additions to Central Fire Station	16,000.00	
Airport Construction	443.20	
Checks Voided	67.35	
	<hr/>	
	689,581.49	
Total Cash Received		<hr/> 5,668,995.84
Cash on Hand January 1, 1962		400,498.87
TOTAL CASH TO BE ACCOUNTED FOR		<hr/> \$6,069,494.71

CITY OF KEENE

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS FOR THE FISCAL YEAR ENDED DECEMBER 31, 1962

CASH DISBURSEMENTS

BALANCE SHEET ACCOUNTS

Petty Cash	\$	25.00
Property Taxes		239.80
Poll Taxes		50.00
Head Taxes - State of New Hampshire and Refunds		42,805.14
Tax Sale and Taxes Unredeemed		45,028.77
Accounts Receivable		10.56
Inventories		26,772.33
Union School District		1,460,277.00
Tax Anticipation Notes		1,500,000.00
Trust Funds:		
Cemetery Perpetual Care	\$	5,200.00
Monadnock View Perpetual Care and Improvement Fund		5,169.00
Sunner Knight Memorial Chapel		714.88
Library Trust Funds		2,077.16
Charitable and Miscellaneous Funds		887.52
Clement J. Woodward		3,709.55
		17,758.11

Surplus		386.17
Other Deductions:		
Withholding Taxes	77,909.78	
Social Security	15,475.80	
Blue Cross	11,302.62	
Community Chest	35.00	
Police Benevolent Fund	3,923.32	
Police Retirement Fund	5,311.09	
Firemen's Retirement Fund	4,987.84	
General Retirement	11,977.64	
Sealer of Weights and Measures Retirement	93.67	
Other	137.50	
		131,154.26

Garage Account	117,253.71
Rhodes Property	24.00
Parking Meters	49,803.34
	131,154.26

TOTAL BALANCE SHEET ACCOUNTS

\$3,391,588.19

OTHER ACCOUNTS

Estimated Revenue:		
Departmental Income	347.54	
Local Revenue	492.95	
		840.49
Current Budget		1,204,510.26
Capital Budget		93,910.59
Overlay		6,031.95
Cheshire County Tax		142,138.15

Totals Carried Forward

\$1,447,431.44 \$3,391,588.19

CITY OF KEENE

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS FOR THE FISCAL YEAR ENDED DECEMBER 31, 1962

CASH DISBURSEMENTS

Total Brought Forward		\$3,391,588.19
OTHER ACCOUNTS (Continued)	\$1,447,431.44	
Assessor's Machine Account	514.54	
Union School District Note	1,000.00	
Bounties	54.00	
	<hr/>	
TOTAL OTHER ACCOUNTS		1,448,999.98
Water Utilities		200,000.00
BONDS AND NOTES ACCOUNTS		
Ash Swamp Project	26,739.50	
West Keene Interceptor Sewer	14,526.51	
Airport #2 Runway Extension	325,216.83	
Additions to Central Fire Station	15,912.65	
	<hr/>	
TOTAL BONDS AND NOTES ACCOUNTS		382,395.49
		<hr/>
		5,422,983.66
Cash Short Tax Collector		180.09
Cash on Hand December 31, 1962		646,330.96
		<hr/>
GRAND TOTAL		\$6,069,494.71

COMPOSITION OF CASH ACCOUNT DECEMBER 31, 1962

General Fund	\$ 668,803.11
Bond Fund (Overdraft)	22,472.15
	<hr/>
	\$ 646,330.96

CITY OF KEENE
GENERAL AND BOND FUNDS
SUMMARY OF CASH RECEIPTS AND DISBURSEMENTS
FOR THE FISCAL YEAR ENDED DECEMBER 31, 1962

	Balance Beginning Of Month	Receipts	Disbursements	Balance End Of Month
JANUARY	\$ 400,498.87	\$ 130,793.26	\$ 263,549.95	\$ 267,742.18
FEBRUARY	267,742.18	60,647.18	228,771.26	99,618.10
MARCH	99,618.10	639,616.10	511,406.10	227,828.10
APRIL	227,828.10	173,171.04	249,472.47	151,526.67
MAY	151,526.67	229,990.59	225,701.36	155,815.90
JUNE	155,815.90	604,120.49	305,027.95	454,908.44
JULY	454,908.44	437,267.84	614,348.32	277,827.96
AUGUST	277,827.96	772,409.66	620,673.64	429,563.98
SEPTEMBER	429,563.98	274,631.44	541,145.59	163,049.83
OCTOBER	163,049.83	576,637.04	353,508.86	386,178.01
NOVEMBER	386,178.01	1,843,750.28	309,310.14	1,920,618.15
DECEMBER	1,920,618.15	506,606.17	1,780,893.36	646,330.96
		6,249,641.09	6,003,809.00	
Balance January 1, 1962		400,498.87		
Balance December 31, 1962			646,330.96	
		\$6,650,139.96	\$6,650,139.96	
CONSISTING OF:				
Cash in General Fund			668,803.11	
Cash in Bond Fund			- 22,472.15	
			\$ 646,330.96	

CITY OF KEENE
SCHEDULE OF BONDS AND NOTES OUTSTANDING
AS AT DECEMBER 31, 1962

Description	Date of Issue	Date of Maturity	Term Years	Rate of Interest	Original Issue	Outstanding December 31, 1962
Water Bond	8- 1-52	8- 1-63/72	20	1.80%	\$240,000.00	\$ 120,000.00
Water Bond (Crosstown Water Mains)	8-15-57	8-15-63/77	20	3.30%	200,000.00	150,000.00
Sewer Bonds	12- 1-55	12- 1-63/75	20	2.70%	470,000.00	295,000.00
Sewer Bonds (Park Ave. and Winchester St. Sewer)	8-15-57	8-15-63/77	20	3.30%	75,000.00	55,000.00
Municipal Parking Lot	11-15-57	11-15-63/77	20	3.40%	350,000.00	250,000.00
City Hall Remodeling	2- 1-60	2- 1-63/80	20	3.50%	285,000.00	255,000.00
West Keene Interceptor Sewer	4- 1-60	4- 1-63/80	20	3.20%	500,000.00	450,000.00
Airport Extension Project #2	7-15-62	7-15-63/76	14	2.90%	140,000.00	140,000.00
Water Bonds Storage Tank	7-15-62	7-15-63/77	15	2.90%	200,000.00	200,000.00
TOTAL BONDS OUTSTANDING						\$1,915,000.00

SCHEDULE OF NOTES PAYABLE
KEENE NATIONAL BANK

Date of Notes	Date Due	Interest	Amount
12- 5-60	12- 5-63/64	2.75%	\$ 21,000.00
12-29-61	12-29-63/69	3.0 %	70,000.00
12-29-61	8- 1-63/64	3.0 %	22,000.00
10-31-62	4- 1-63	3.0 %	16,000.00
TOTAL NOTES PAYABLE			\$ 129,000.00

CITY OF KEENE

STATEMENT OF CURRENT REVENUE

FOR THE FISCAL YEAR ENDED DECEMBER 31, 1962

	Budgetary Estimate	Net Credits And Charges	Excess Actual Credits Over Estimated
LOCAL TAXES			
City Budget:			
Property Taxes	\$1,098,987.86		
Poll Taxes	14,000.00		
National Bank Stock	4,800.00		
Timber Tax	1,000.00		
School Budget	1,659,056.30		
County Tax	142,138.15		
	<hr/>		
TOTAL TAXES	\$2,919,982.31	\$2,930,237.44	\$ 10,255.13
Overlay	\$ 17,101.29		- 17,101.29
ESTIMATED REVENUE			
State Collected Taxes:			
Interest and Dividend Tax	47,500.00	50,518.09	
Savings Bank Tax	185.00		
Railroad Tax	1,470.00	1,125.48	
Flood Control and Forest Reserve	3,480.00	3,624.09	
	<hr/>	<hr/>	
TOTAL STATE COLLECTED TAXES	\$ 52,635.00	\$ 55,267.66	2,632.66
Miscellaneous Local Revenue:			
Interest on Investment	1,300.00	1,502.60	
Interest on Taxes	11,500.00	10,195.85	
Motor Vehicle Permits	112,500.00	115,553.90	
Municipal Court	5,500.00	7,739.35	
Rent and Sale of Property	125.00	2,001.00	
Licenses and Permits	2,200.00	2,253.50	
City Clerk's Fees	4,000.00	4,773.50	
Dog Licenses	2,500.00	3,585.02	
State Sewer Reimbursement	15,700.00	18,107.95	
Head Tax Revenue	4,500.00	4,616.36	
	<hr/>	<hr/>	
TOTAL MISC. LOCAL REVENUE	\$ 159,825.00	\$ 170,329.03	10,504.03
Departmental Income:			
Cemeteries	5,600.00	6,417.98	
Parking Meter Fines	5,000.00	8,947.91	
Fire and Health	270.00	998.50	
Public Works	13,000.00	12,822.95	
Airport	8,000.00	7,468.14	
Library	1,600.00	1,596.00	
Bicycle Registration	225.00	229.50	
Assessor's Machines	1,700.00	1,539.45	
Bond and Debt Retirement Tax		- 109.72	
	<hr/>	<hr/>	
TOTAL DEPARTMENTAL INCOME	\$ 35,395.00	\$ 39,910.71	4,515.71
TOTAL EXCESS ACTUAL CREDITS OVER ESTIMATED			\$ 10,806.24

CITY OF KEENE
WATER UTILITIES
BALANCE SHEET
AS AT DECEMBER 31, 1962

ASSETS

CURRENT ASSETS

Cash in Bank (Water Mains)	\$	17,859.01	
Cash in Bank		7,177.99	
			\$ 25,037.00
Cash in Bank (Water Storage Tank)			30,123.30
Petty Cash			33.00
Accounts Receivable:			
Rates		31,556.93	
Construction		4,151.40	
			35,708.33
Inventories			32,624.11
TOTAL CURRENT ASSETS			\$ 123,525.74

Fixed Assets	Cost	Accumulated Depreciation	Book Value
Land	\$ 89,150.14		\$ 89,150.14
Structures:			
Water Supply	332,613.81	\$ 155,838.15	176,775.66
Pumping Station	11,010.73	4,417.30	6,593.43
Purification System	7,091.24	3,793.18	3,298.06
Stores Department	2,239.02	2,239.02	
Chlorination Building	45,105.50	3,925.66	41,179.84
Water Storage Tank	169,876.70	6,795.07	163,081.63
Equipment:			
Pumping Station	41,190.99	38,885.50	2,305.49
Purification	31,571.83	31,571.83	
Mains	1,202,265.74	433,626.79	768,638.95
Services	60,716.77	18,392.95	42,323.82
Hydrants	63,967.69	32,143.62	31,824.07
Meters	89,621.66	87,425.45	2,196.21
Other	11,706.15	11,706.15	
	\$2,167,314.92	\$ 834,310.85	
TOTAL FIXED ASSETS (Net of Depreciation)			1,333,004.07

Authorized Bond Issue:			
Crosstown Main			17,859.01
Water Storage Tank			30,123.30
			47,982.31
TOTAL ASSETS			\$1,504,512.12

CITY OF KEENE
WATER UTILITIES
BALANCE SHEET
AS AT DECEMBER 31, 1962

LIABILITIES

Due General Fund		\$ 40,611.70
Maple Acres Development		665.44
Due Bond and Note Fund		491,000.00
Municipal Investment		775,664.86
Surplus (See Schedule 2)		115,963.70
Surplus Invested in Inventories		32,624.11
Unexpended Balance:		
Crosstown Water Main	\$	17,859.01
Water Storage Tank		30,123.30
		47,982.31

TOTAL LIABILITIES AND SURPLUS

\$1,504,512.12

CITY OF KEENE
WATER UTILITIES
PROFIT AND LOSS STATEMENT
FOR THE FISCAL YEAR ENDED DECEMBER 31, 1962

Income:		
Water Sales	\$ 185,191.52	
Water Services and Miscellaneous	15,156.74	
Hydrant Rentals	22,580.00	
TOTAL INCOME	\$ 222,928.26	

Less Operating Expenses:

	Payrolls	Expenses	Total
Sheds	\$ 31.38	\$ 2,479.94	\$ 2,511.32
Mains	5,134.99	3,529.35	8,664.34
Filters	7,372.29	9,544.23	16,916.52
Hydrants	7,960.83	4,442.55	12,403.38
Meters	8,423.82	7,750.49	16,174.31
Services	12,311.57	14,157.93	26,469.50
Trench Repairs	1,590.38	2,035.75	3,626.13
Chlorine for Treatment		675.00	675.00
	\$ 42,825.26	\$ 44,615.24	

Total Operating Expenses 87,440.50

Administrative and General Expenses:

Salaries	\$ 22,159.87	
Office Expense and Overhead	6,177.12	
Interest	9,168.50	
Depreciation (See Schedule 4)	42,429.85	
	79,935.34	

TOTAL EXPENSES **167,375.84**

NET OPERATING PROFIT FOR THE YEAR **\$ 55,552.42**

CITY OF KEENE
WATER UTILITIES
SCHEDULE OF DEPRECIATION
FOR THE YEAR ENDED DECEMBER 31, 1962

	Cost	Rate of Depreciation	Depreciation Charges In 1962	Accumulated Depreciation January 1, 1962	Accumulated Depreciation December 31, 1962
STRUCTURES:					
Water Supply	\$ 332,613.81	1 %	\$ 3,326.14	\$ 152,512.01	\$ 155,838.15
Pumping Station	11,010.73	4 %	440.43	3,976.87	4,417.30
Purification System	7,091.24	4 %	283.65	3,509.53	3,793.18
Stores Department	2,239.02	4 %		2,239.02	2,239.02
Chlorination Building	45,105.50	4 %	1,804.22	2,121.44	3,925.66
Water Storage Tank Test Well 1962	169,876.70	4 %	6,795.07		6,795.07
EQUIPMENT:					
Pumping Station	41,190.99	10 %	4,119.10	34,766.40	38,885.50
Purification System	31,571.83	10 %	1,050.00	30,521.83	31,571.83
Mains	1,174,745.19)	1 1/3%	15,663.27)	417,780.05	433,626.79
1962 Addition	27,520.55)		183.47)		
Service	60,716.77	2 %	1,214.34	17,178.61	18,392.95
Hydrant	59,850.47)	2 %	1,197.01)	30,905.44	32,143.62
1962 Additions	4,117.22)		41.17)		
Meters	89,621.66	4 %	3,584.88	83,840.57	87,425.45
Other	11,706.15	10 %	889.71	10,816.44	11,706.15
New Equipment	8,563.95)	20 %	1,712.79)	1,712.79	3,550.18
1962 Additions	623.00)		124.60)		
TOTALS	\$2,078,164.78		\$ 42,429.85	\$ 791,881.00	\$ 834,310.85

CITY OF KEENE
TRUST AND AGENCY FUNDS
BALANCE SHEET
AS AT DECEMBER 31, 1962

ASSETS

Schedule
 Number

Cash in Bank :

Cheshire County Savings Bank	\$ 137,229.85	
Keene Savings Bank	132,587.35	
Keene National Bank		
Frank A. Wright Scholarship Fund	4,082.53	
Undistributed Interest	4,427.27	
Keene Cooperative Bank	12,009.55	
Savings Bank of Walpole	10,000.00	
		\$ 300,336.55

1 Invested Securities 439,304.93

1 Other Trust Funds :

Old Colony Trust Company		
Marcus W. Knight Fund	10,264.58	

449,569.51

TOTAL ASSETS

\$ 749,906.06

CITY OF KEENE
TRUST AND AGENCY FUNDS
BALANCE SHEET
AS AT DECEMBER 31, 1962

LIABILITIES

Schedule
 Number

1	Charitable and Benevolent Fund:		
	Simmons, Eastburn and Morse	\$	2,153.89
	Mary R. Hall		3,352.38
	Mary P. Lane		7,171.97
	Clement J. Woodward		206,247.77
	Ministers Fund		6,496.43
	Police Benevolent Fund		6,826.32
	Firemen's Relief Fund		4,037.70
	Milan F. Jones		806.50
	Charles A. Jones		1,061.81
	Maria Griffin		1,011.94
	Serena W. Upton		504.73
	George B. Elliot		100.00
			\$ 239,771.44
1	Improvement Fund:		
	George Alexander Wheelock Forestry		6,362.94
	Emily J. Elliot Deland - Wheelock Park		1,061.81
	Caroline H. Ingersoll - Wildwood Park		893.52
	Abbott A. Lane - Beautification Fund		6,997.16
	Abbott A. Lane - Playground Equipment		1,390.98
			16,706.41
1	Library Fund:		
	Henry O. Coolidge		29,684.84
	John Symonds		19,202.98
	Thayer and Chapin		8,106.72
	Caroline H. Ingersoll		893.52
	Mary R. Hall		500.00
	George B. Elliot		400.00
	Maria W. Osborne		100.00
	Clara B. Abbott		2,352.38
			61,240.44
1	Education Fund:		
	Frank A. Wright Scholarship		91,856.42
1	Cemetery Fund:		
	Sumner Knight Memorial Chapel		5,041.18
	Perpetual Care		300,360.97
			305,402.15
1	Other Fund:		
	Marcus W. Knight Fund		10,264.58
1	Capital Reserve Fund		20,237.35
	Undistributed Interest		4,427.27
			\$ 749,906.06
TOTAL LIABILITIES			\$ 749,906.06

APR 2 - 1965

New Hampshire State Library



3 4677 00198739 0

AUG 20 63