

**TOWN OF HALIFAX, MASSACHUSETTS**  
BASIC FINANCIAL STATEMENTS AND  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
WITH INDEPENDENT AUDITOR'S REPORT  
FOR THE YEAR ENDED JUNE 30, 2010

**TOWN OF HALIFAX, MASSACHUSETTS**  
**BASIC FINANCIAL STATEMENTS AND MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**FOR THE YEAR ENDED JUNE 30, 2010**

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# Malloy, Lynch, Bienvenue, LLP

Certified Public Accountants & Advisors

99 Longwater Circle, Suite 200, Norwell, MA 02061  
Telephone (781) 871-5850 Fax (781) 871-5840

9 Baystate Court, Brewster, MA 02631  
Telephone (508) 255-2240 Fax (508) 255-2351  
Internet: www.mlbcpa.net

## INDEPENDENT AUDITOR'S REPORT

To the Honorable Board of Selectmen  
Town of Halifax, Massachusetts

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 Halifax, Massachusetts, as of and for the year ended June 30, 2010, which collectively comprise the Town'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 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 our 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 Halifax, Massachusetts as of June 30, 2010, 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.

In accordance with *Government Auditing Standards*, we have also issued our report dated February XX, 2011, on our consideration of the Town's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. 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 the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis; schedule of funding progress for the Town's retiree benefit plan; budgetary comparison schedules for the general fund and solid waste fund 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.

Malloy, Lynch, Bienvenue, LLP

March 21, 2011

**MANAGEMENT'S DISCUSSION AND ANALYSIS**

# TOWN OF HALIFAX, MASSACHUSETTS

## Management's Discussion and Analysis

June 30, 2010

As management of the Town of Halifax (the Town), we offer readers of the Town's financial statements this narrative overview and analysis of the financial activities of the Town for the fiscal year ended June 30, 2010.

### **Financial Highlights:**

- The assets of the Town exceeded its liabilities at the close of the most recent fiscal year by \$38.1 million (net assets). Of this amount, approximately \$3.6 million (unrestricted net assets) may be used to meet the government's ongoing obligations to citizens and creditors.
- The total cost of all Town services for fiscal year 2010 was \$21.8 million.
- As of the end of the current fiscal year, unreserved fund balance for the general fund was \$1,284,781 or approximately 6.9% of general fund expenditures.

### **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 financial statements are comprised of four components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to financial statements.

**Government-Wide Financial Statements:** The government-wide financial statements are designed to provide readers with a broad overview of the Town's finances, in a manner similar to a private-sector business. The *statement of net assets* presents information on all of the Town's assets and liabilities, with the difference between the two reported as net assets. Over time increases or decreases in 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 government'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 only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the Town that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the Town include general government, public safety, education, public works, health and human services, culture and recreation, and general administrative services. The Town's business-type activities include the water activities.

**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 state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Town can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

## TOWN OF HALIFAX, MASSACHUSETTS

### Management's Discussion and Analysis

June 30, 2010

**Governmental funds:** *Governmental funds* are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Town maintains several individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund and the Solid Waste Fund, both of which are considered to be major funds. The remaining funds are combined into aggregate funds in this presentation. Individual fund data for each of these non-major governmental funds is available from the Town Accountant's office. The basic governmental fund financial statements can be found in the accompanying pages of this report.

**Proprietary funds:** The Town of Halifax maintains one proprietary fund. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The town uses a proprietary fund to account for its water activities.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the water operations. The basic proprietary fund financial statements can be found in the accompanying pages of this report.

**Fiduciary funds:** *Fiduciary funds* are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statement because the resources of those funds are not available to support the Town's programs. The basic fiduciary fund financial statements can be found in the accompanying pages of this report.

**Notes to the financial statements:** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements follow the basic financial statements described above.

### Government-Wide Financial Analysis

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. In the case of the Town of Halifax, assets exceeded liabilities by \$28.4 and over \$9.7 million for the governmental and business-type activities, respectively, at the close of the most recent fiscal year. The following tables demonstrate the net assets of the Town:

**TOWN OF HALIFAX, MASSACHUSETTS**

Management's Discussion and Analysis

June 30, 2010

	<b>FY 2010</b>	<b>FY 2009</b>	<b>FY 2010</b>	<b>FY 2009</b>
	<b>Governmental</b>	<b>Governmental</b>	<b>Business-type</b>	<b>Business-type</b>
	<b><u>Activities</u></b>	<b><u>Activities</u></b>	<b><u>Activities</u></b>	<b><u>Activities</u></b>
Current assets	\$ 10,295,987	\$ 10,405,658	\$ 1,394,668	\$ 1,272,264
Capital assets	<u>25,359,417</u>	<u>26,026,612</u>	<u>9,079,129</u>	<u>9,296,776</u>
Total assets	35,655,404	36,432,270	10,473,797	10,569,040
Current liabilities	1,775,722	2,103,664	167,430	87,700
Long-term liabilities	<u>5,461,366</u>	<u>5,299,603</u>	<u>658,049</u>	<u>683,700</u>
Total liabilities	7,237,088	7,403,267	825,479	771,400
Net assets:				
Capital Assets, net of related debt	22,354,566	22,242,011	8,404,129	8,546,776
Restricted	3,722,972	3,604,284		
Unrestricted	<u>2,340,778</u>	<u>3,182,708</u>	<u>1,244,189</u>	<u>1,250,864</u>
Total net assets	<u>\$ 28,418,316</u>	<u>\$ 29,029,003</u>	<u>\$ 9,648,318</u>	<u>\$ 9,797,640</u>

Included within the governmental activity current assets are \$6,467,304 in cash, \$679,054 in future year school construction reimbursement grants and \$1,447,510 in state highway construction grants. Governmental activity long-term liabilities include \$2.6 million in general obligation bonds, the balance of bonds of \$570,400 is classified as current because it is due within the next fiscal year. In addition, other items included as long-term liabilities are \$500,000 for landfill closure and monitoring, \$863,400 for compensated absences and \$1,464,166 for other post employment benefits.

Business-type activities long-term liabilities include \$600,000 in bonds payable, \$9,900 liability for compensated absences and \$48,149 for other post employment benefits. Remaining bonds payable of \$75,000 is classified as current because it is due during the next fiscal year.

The largest portion of the Town's combined net assets reflects its investment in capital assets (e.g., land, buildings, machinery, and equipment); less any related debt used to acquire those assets that is still outstanding of \$30.8 million. The Town uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Town's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the Town's combined net assets (9.8%) represents resources that are subject to restrictions placed on how they may be used. The remaining balance of unrestricted net assets of \$3.6 million may be used to meet the government's ongoing obligations to citizens and creditors. At the end of the current fiscal year, the Town is able to report positive balances in all categories of net assets.

**TOWN OF HALIFAX, MASSACHUSETTS**

Management's Discussion and Analysis

June 30, 2010

Governmental activities decreased the Town's net assets by \$610,687 or 2.1% during fiscal year 2010. Business-type activities decreased net assets by \$141,453 or 1.5%. A summary of revenues and major functional expenditures is presented below.

	<b>FY 2010</b>	<b>FY 2009</b>	<b>FY 2010</b>	<b>FY 2009</b>
	<b>Governmental</b>	<b>Governmental</b>	<b>Business-Type</b>	<b>Business-Type</b>
	<b><u>Activities</u></b>	<b><u>Activities</u></b>	<b><u>Activities</u></b>	<b><u>Activities</u></b>
Revenues:				
Charges for services	\$ 1,313,354	\$ 1,683,317	\$ 726,550	\$ 666,310
Operating grants and contributions	4,509,322	4,177,652		
Capital grants and contributions	89,486	101,059		
General revenues:				
Property taxes	12,496,129	12,098,557		
Excise taxes	790,135	790,926		
Penalties and interest	129,026	127,059		
Grants and contributions not restricted	880,167	1,125,474		
Investment income	5,622	15,254	2,335	3,804
Miscellaneous	61,920	72,210		
Transfers, net	<u>2,204</u>	<u>5,833</u>	<u>(2,204)</u>	<u>(5,833)</u>
Total revenues and transfers	20,277,365	20,197,341	726,681	664,281
Expenses:				
General government	4,982,431	4,562,217		
Public safety	2,346,484	2,204,239		
Education	10,697,487	10,643,107		
Public works	1,692,663	1,929,010	876,003	876,146
Health and human services	430,062	384,851		
Culture and recreation	472,231	470,152		
Interest on long-term debt	129,400	150,139		
State and county charges	<u>137,294</u>	<u>173,245</u>	<u>-</u>	<u>-</u>
Total expenses	<u>20,888,052</u>	<u>20,516,960</u>	<u>876,003</u>	<u>876,146</u>
Change in net assets	<u>\$ (610,687)</u>	<u>\$ (319,619)</u>	<u>\$ (149,322)</u>	<u>\$ (211,865)</u>

Key elements of the changes in nets assets are as follows:

Revenues:

- ◆ Property taxes represent approximately 61.6% of the Town's governmental activity revenue. Property tax growth represents a combination of an annual increase, allowed in the levy under Proposition 2 ½, and new growth.
- ◆ Operating grants and contributions make up the second largest revenue representing approximately 22.2% of the Town's governmental activity revenue. Included in this amount are intergovernmental revenues from the Commonwealth of Massachusetts and the federal government classified as program revenues.

## TOWN OF HALIFAX, MASSACHUSETTS

### Management's Discussion and Analysis

June 30, 2010

#### Expenses:

- ◆ Employee wages increased nominally, resulting from negotiated step and general wage increases.
- ◆ General government expenses increased \$698,764 for other post employment benefits.
- ◆ The cost of education services decreased, due to school district cost-cutting efforts implemented the prior fiscal year.

#### **Financial Analysis of the Government'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, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the Town's governmental funds reported combined ending fund balances of \$5.4 million. Approximately 77.6% of this total amount (\$4.2 million) constitutes unreserved fund balance, which is available for spending at the government's discretion or as provided for in the terms and conditions of several applicable grant or custodial agreements or for capital projects. The remainder of fund balance is reserved to indicate that it is not available for new spending because it has already been committed to liquidate contracts and purchase orders of the prior period of \$1,217,405.

The general fund is the chief operating fund of the Town. At the end of the current fiscal year, unreserved fund balance of the general fund was \$1,284,781 while total fund balance approximated \$2.5 million. As a measure of the general fund's liquidity, it may be useful to compare both unreserved fund balance and total fund balance to total fund expenditures. General fund unreserved fund balance represents 6.9% of total general fund expenditures, while total fund balance represents 13.4% of that same amount.

It is essential that governments maintain adequate levels of fund balance to mitigate current and future risks (e.g., revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. During 2002 the Government Finance Officers Association (GFOA) issued a recommendation that at a minimum, general purpose governments, regardless of size maintain unreserved fund balance in their general fund of no less than five to fifteen percent of regular general fund operating revenues, or no less than one to two months of regular general fund operating expenditures. The Town's general fund unreserved fund balance of \$1,284,781 is 6.9% of general fund revenue. During the current fiscal year, the total general fund balance of the Town decreased by \$19,814.

**TOWN OF HALIFAX, MASSACHUSETTS**  
 Management's Discussion and Analysis  
 June 30, 2010

**General Fund Budgetary Highlights**

The Town adopts an annual budget for its general fund and solid waste fund. A budgetary comparison statement has been provided for the general fund and solid waste fund to demonstrate compliance with the budget. The difference between the original expenditure budget of \$19.4 million and the final amended budget of \$18.3 million can be briefly summarized as follows:

- \$1.2 million is reduced from the original budget figure for continuing appropriations (warrant articles) into future periods and about \$100,000 increase from free cash appropriations.

**Capital Asset and Debt Administration**

The Town annually prepares a capital budget for the upcoming fiscal year and a five-year Capital Improvement Plan (CIP) that is used as a guide for future capital expenditures.

**Capital assets** - The Town's investment in capital assets for governmental activities as of June 30, 2010 amounts to \$25.4 million, which is net of accumulated depreciation of \$20.9 million. The Town's investment in capital assets for business-type activities as of June 30, 2010, amounts to \$9.1 million, which is net of accumulated depreciation of \$4.2 million. Capital asset investment includes land; buildings; improvements; equipment, machinery and vehicles; and infrastructure. The table below represents a summary of the Town's capital assets, net of accumulated depreciation by category (in thousands):

Capital assets	<u>Governmental Activities</u>		<u>Business-type Activities</u>	
	<u>2010</u>	<u>2009</u>	<u>2010</u>	<u>2009</u>
Land	\$ 3,478	\$ 3,478	\$ 626	\$ 626
Construction in progress	15			
Buildings and related improvements	5,485	5,813	19	20
Improvements other than buildings	1,053	1,121		
Equipment, machinery, vehicles	1,085	1,154	115	142
Infrastructure	<u>14,243</u>	<u>14,461</u>	<u>8,319</u>	<u>8,509</u>
	<u>\$ 25,359</u>	<u>\$ 26,027</u>	<u>\$ 9,079</u>	<u>\$ 9,297</u>

The Town's major additions to governmental activities capital assets during 2010 consisted of purchases of vehicles and other equipment approximating \$200,000 and road resurfacing of approximately \$364,000.

**Long-term debt** - At the end of the current fiscal year, the Town had total bonded debt outstanding of \$3.2 million and \$675,000 for the governmental and business-type activities, respectively. All debt is a general obligation of the Town. The Town maintains an A2 rating from Moody's Investor Service.

**Requests for Information**

This financial report is designed to provide a general overview of the Town's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Town of Halifax, Attn: Town Accountant, 499 Plymouth St., Halifax, MA 02338-1338.

**BASIC FINANCIAL STATEMENTS**

**TOWN OF HALIFAX, MASSACHUSETTS**

Statement of Net Assets

June 30, 2010

	Primary Government		
	Governmental Activities	Business-type Activities	Totals
<b><u>ASSETS</u></b>			
Cash and cash equivalents	\$ 6,468,336	\$ 1,184,925	\$ 7,653,261
Receivables, net of allowance for uncollectibles	3,819,518	209,743	4,029,261
Deferred bond costs	8,133		8,133
Capital assets, net of accumulated depreciation	25,359,417	9,079,129	34,438,546
Total assets	\$ 35,655,404	\$ 10,473,797	\$ 46,129,201
<b><u>LIABILITIES</u></b>			
Warrants payable	\$ 510,610	\$ 80,930	\$ 591,540
Accrued interest payable	27,000	11,500	38,500
Provision for refund of paid taxes	531,111		531,111
Agency and other payables	5,601		5,601
Noncurrent liabilities			
Due within one year	701,400	75,000	776,400
Due in more than one year	5,461,366	658,049	6,119,415
Total liabilities	7,237,088	825,479	8,062,567
<b><u>NET ASSETS</u></b>			
Invested in capital assets, net of related debt	22,354,566	8,404,129	30,758,695
Restricted	3,722,972		3,722,972
Unrestricted	2,340,778	1,244,189	3,584,967
Total net assets	28,418,316	9,648,318	38,066,634
Total liabilities and net assets	\$ 35,655,404	\$ 10,473,797	\$ 46,129,201

The accompanying notes are an integral part of these financial statements.

TOWN OF HALIFAX, MASSACHUSETTS

Statement of Activities

For the Year Ended June 30, 2010

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Assets		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government		
					Governmental Activities	Business-type Activities	Totals
<b>Primary government</b>							
Governmental activities							
General government	\$ 4,982,431	\$ 150,718	\$ 1,249,090	\$	\$ (3,582,623)	\$	\$ (3,582,623)
Public safety	2,346,484	449,477	32,841		(1,864,166)		(1,864,166)
Education	10,697,487	252,208	3,091,927		(7,353,352)		(7,353,352)
Public works	1,692,663	370,853	1,091	89,486	(1,231,233)		(1,231,233)
Health and human services	430,062	21,105	58,681		(350,276)		(350,276)
Culture and recreation	472,231	68,993	22,449		(380,789)		(380,789)
Interest on long-term debt	129,400		53,243		(76,157)		(76,157)
State and county charges	137,294				(137,294)		(137,294)
Total governmental activities	20,888,052	1,313,354	4,509,322	89,486	(14,975,890)		(14,975,890)
Business-type activities							
Water	876,003	726,550				(149,453)	(149,453)
Total business-type activities	876,003	726,550				(149,453)	(149,453)
Total primary government	\$ 21,764,055	\$ 2,039,904	\$ 4,509,322	\$ 89,486	(14,975,890)	(149,453)	(15,125,343)
General revenues							
Property taxes and payments in lieu					12,496,129		12,496,129
Excise taxes					790,135		790,135
Penalties and interest on taxes					129,026		129,026
Grants and contributions not restricted to specific programs					880,167		880,167
Investment income					5,622	2,335	7,957
Miscellaneous					61,920		61,920
Transfers					2,204	(2,204)	
Total general revenues, special items and transfers					14,365,203	131	14,365,334
Change in net assets					(610,687)	(149,322)	(760,009)
Net assets - beginning of year					29,029,003	9,797,640	38,826,643
Net assets - end of year					\$ 28,418,316	\$ 9,648,318	\$ 38,066,634

The accompanying notes are an integral part of these financial statements.

**TOWN OF HALIFAX, MASSACHUSETTS**

Balance Sheet - Governmental Funds

June 30, 2010

	<u>General Fund</u>	<u>Solid Waste Fund</u>	<u>Road Repair Fund</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
<b><u>ASSETS</u></b>					
Cash and cash equivalents	\$ 3,472,608	\$ 511,470	\$	\$ 2,484,258	\$ 6,468,336
Receivables, net	2,675,534	26,898	1,447,510	138,376	4,288,318
Deferred bond costs	8,133				8,133
Total assets	<u>\$ 6,156,275</u>	<u>\$ 538,368</u>	<u>\$ 1,447,510</u>	<u>\$ 2,622,634</u>	<u>\$ 10,764,787</u>
<b><u>LIABILITIES</u></b>					
Warrants payable	\$ 451,976	\$ 10,690	\$	\$ 47,944	\$ 510,610
Provision for refund of paid taxes	531,111				531,111
Deferred revenue	2,665,401	26,898	1,447,510	138,376	4,278,185
Agency and other payables	5,601				5,601
Total liabilities	<u>3,654,089</u>	<u>37,588</u>	<u>1,447,510</u>	<u>186,320</u>	<u>5,325,507</u>
<b><u>FUND BALANCES</u></b>					
Reserved for					
Encumbrances and continued appropriations	1,217,405				1,217,405
Unreserved					
General Fund	1,284,781				1,284,781
Special revenue funds		500,780		2,236,965	2,737,745
Capital projects funds				199,349	199,349
Total fund balances	<u>2,502,186</u>	<u>500,780</u>	<u></u>	<u>2,436,314</u>	<u>5,439,280</u>
Total liabilities and fund balances	<u>\$ 6,156,275</u>	<u>\$ 538,368</u>	<u>\$ 1,447,510</u>	<u>\$ 2,622,634</u>	<u>\$ 10,764,787</u>
Amounts reported for governmental activities in the statement of net assets are different because:					
Total fund balances of governmental funds					\$ 5,439,280
Capital assets used in governmental activities are not financial resources and not reported in funds.					25,359,417
Other long-term assets are not available to pay for current-period expenditures and are deferred in funds.					4,278,185
Reporting of assets on a full accrual basis requires an estimate for uncollectable accounts.					(468,800)
Long-term liabilities are not due and payable in the current period and are not included in funds.					(6,162,766)
Reporting of liabilities on full accrual basis requires associated interest be accrued, reported net of subsidies.					(27,000)
Net assets of governmental activities					<u>\$ 28,418,316</u>

The accompanying notes are an integral part of these financial statements.

**TOWN OF HALIFAX, MASSACHUSETTS**  
Statement of Revenues, Expenditures, and Changes in Fund Balance  
Governmental Funds  
For the Fiscal Year Ended June 30, 2010

	<u>General</u>	<u>Solid Waste Fund</u>	<u>Road Repair Fund</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>Revenues</b>					
Property taxes and payments in lieu	\$ 12,306,744	\$	\$	\$	\$ 12,306,744
Excise taxes	851,887				851,887
Licenses and permits	111,711			69,005	180,716
Penalties and interest	142,741				142,741
Investment income	5,622	1,091		8,763	15,476
Charges for services	215,929	342,198		240,981	799,108
Contributions				22,860	22,860
Departmental and other	111,887			331,280	443,167
Intergovernmental	4,781,519			523,164	5,304,683
Total revenues	<u>18,528,040</u>	<u>343,289</u>		<u>1,196,053</u>	<u>20,067,382</u>
<b>Expenditures</b>					
Current:					
General government	3,923,272			291,953	4,215,225
Public safety	2,179,921			60,157	2,240,078
Education	9,797,943			647,934	10,445,877
Public works	1,170,775	293,578			1,464,353
Human services	344,623			82,455	427,078
Culture and recreation	339,856			118,532	458,388
State and county assessments	137,294				137,294
Debt service	692,524			20,477	713,001
Total expenditures	<u>18,586,208</u>	<u>293,578</u>		<u>1,221,508</u>	<u>20,101,294</u>
Revenues over (under) expenditures	(58,168)	49,711		(25,455)	(33,912)
<b>Other financing sources (uses)</b>					
Transfers in from other funds	71,356			29,206	100,562
Transfers out to other funds	(33,002)	(6,000)		(59,356)	(98,358)
Total other financing sources (uses)	<u>38,354</u>	<u>(6,000)</u>		<u>(30,150)</u>	<u>2,204</u>
Revenues and other financing sources over (under) expenditures and other financing uses	(19,814)	43,711		(55,605)	(31,708)
Fund balance, beginning of year	<u>2,522,000</u>	<u>457,069</u>		<u>2,491,919</u>	<u>5,470,988</u>
Fund balance, end of year	<u>\$ 2,502,186</u>	<u>\$ 500,780</u>	<u>\$</u>	<u>\$ 2,436,314</u>	<u>\$ 5,439,280</u>

The accompanying notes are an integral part of these financial statements.

**TOWN OF HALIFAX, MASSACHUSETTS**  
 Reconciliation of Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds  
 To Statement of Activities  
 For the Fiscal Year Ended June 30, 2010

Revenues and other financing sources over (under) expenditures and other financing uses	\$ (31,708)
<p>Governmental funds report capital outlays as expenditures, however, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense in the Statement of Activities.</p>	
Capital outlays during the fiscal year, net of disposals	577,624
Depreciation recorded for the fiscal year	(1,244,819)
<p>Revenues are recognized on the modified accrual basis of accounting in the fund financial statements, but are recognized on the accrual basis of accounting in the government-wide financial statements.</p>	
Net change in deferred revenue	311,279
Net change in allowance for uncollectible accounts	(103,500)
<p>The issuance and repayment of long-term debt are recorded as other financing sources or uses in the fund financial statements, but have no effect on net assets in the government-wide financial statements. Also, governmental funds report issuance costs, premiums, discounts and similar items as expenditures when paid, whereas these amounts are deferred and amortized on a government-wide basis.</p>	
Principal payments on long-term debt	580,401
<p>The fund financial statements record interest on long-term debt when due and revenue from related subsidies when received. The government-wide financial statements report interest on long-term debt when incurred and revenue on subsidies when earned.</p>	
Net change in accrued interest expense	3,200
<p>Certain liabilities are not funded through the use of current financial resources and, therefore, are not reported in the fund financial statements, however, these liabilities are reported in the government-wide financial statements. The net change in these liabilities is reflected as an expense in the Statement of Activities. Changes in liabilities are as follows:</p>	
Landfill closure and monitoring liability	50,000
Other post employment benefits liability	(698,764)
Compensated absences	(54,400)
Change in net assets of governmental activities	\$ (610,687)

The accompanying notes are an integral part of these financial statements.

**TOWN OF HALIFAX, MASSACHUSETTS**  
Statement of Net Assets - Proprietary Funds  
June 30, 2010

	<u>Business-Type Activities</u>
	<u>Water Enterprise/Totals</u>
<b><u>ASSETS</u></b>	
Cash and cash equivalents	\$ 1,184,925
Receivables, net of allowance for uncollectibles	209,743
Capital assets, net of accumulated depreciation	<u>9,079,129</u>
Total assets	<u>\$ 10,473,797</u>
<b><u>LIABILITIES</u></b>	
Warrants payable	\$ 80,930
Accrued interest payable	11,500
Noncurrent liabilities:	
Due within one year	75,000
Due in more than one year	<u>658,049</u>
Total liabilities	825,479
<b><u>NET ASSETS</u></b>	
Invested in capital assets, net of related debt	8,404,129
Unrestricted	<u>1,244,189</u>
Total net assets	<u>9,648,318</u>
Total liabilities and net assets	<u>\$ 10,473,797</u>

The accompanying notes are an integral part of the financial statements.

**TOWN OF HALIFAX, MASSACHUSETTS**  
Statement of Revenues, Expenses, and Changes in Fund Net Assets - Proprietary Funds  
For the Year Ended June 30, 2010

	<u>Business-Type Activities</u>
	<u>Water</u>
	<u>Enterprise/Totals</u>
<b>Operating revenues</b>	
Charges for service	\$ 693,376
Total operating revenues	693,376
<b>Operating expenses</b>	
Salaries, wages and employee benefits	398,682
Expenses	226,974
Depreciation and amortization	217,647
Total operating expenses	843,303
<b>Operating income</b>	(149,927)
<b>Non operating revenues (expenses)</b>	
Investment income	2,335
Other income	33,174
Transfers in	3,796
Transfers out	(6,000)
Interest expense	(32,700)
Total non operating revenue (expenses), net	605
Change in net assets	(149,322)
Net assets at beginning of year	9,797,640
Net assets at end of year	\$ 9,648,318

The accompanying notes are an integral part of the financial statements.

**TOWN OF HALIFAX, MASSACHUSETTS**  
Statement of Cash Flows - Proprietary Funds  
For the Year Ended June 30, 2010

	<u>Business-Type Activities</u>
	<u>Water</u>
	<u>Enterprise/Totals</u>
<b>Cash flows from operating activities</b>	
Receipts from customers and users	\$ 832,511
Payments to vendors	(146,044)
Payments to employees, including fringe benefits	<u>(349,333)</u>
Net cash provided by operating activities	337,134
 <b>Cash flows from noncapital financing activities</b>	
Water tower lease	33,174
Payments for interfund services used, net	<u>(2,204)</u>
	30,970
 <b>Cash flows from capital and related financing activities</b>	
Principal payments on bonds and notes	(75,000)
Interest expense	<u>(33,900)</u>
Net cash used for capital and related financing activities	(108,900)
 <b>Cash flows from investing activities</b>	
Investment income	<u>2,335</u>
Net change in cash and cash equivalents	261,539
Cash and cash equivalents at beginning of year	<u>923,386</u>
Cash and cash equivalents at end of year	<u>\$ 1,184,925</u>
 <b>Reconciliation of operating income to net cash provided by operating activities</b>	
Operating income	\$ (149,927)
Adjustments to reconcile operating income to net cash provided by operating activities:	
Depreciation and amortization	217,647
Changes in assets and liabilities:	
User fees receivable, net of allowance for collectibles	139,135
Warrants payable	80,930
Accrued compensated absences	1,200
Other post employment benefits	<u>48,149</u>
Total adjustments	<u>487,061</u>
Net cash provided by operating activities	<u>\$ 337,134</u>

The accompanying notes are an integral part of the financial statements.

**TOWN OF HALIFAX, MASSACHUSETTS**

Statement of Net Assets - Fiduciary Funds

June 30, 2010

	<u>Private Purpose Trust Funds</u>	<u>Agency Accounts</u>
<b><u>ASSETS</u></b>		
Cash and cash equivalents	\$ 6,958	\$ 417,995
Total assets	<u>\$ 6,958</u>	<u>\$ 417,995</u>
<b><u>LIABILITIES</u></b>		
Accounts payable and other current liabilities	\$	\$ 417,995
Total liabilities		417,995
<b><u>NET ASSETS</u></b>		
Held in trust	<u>6,958</u>	
Total liabilities and net assets	<u>\$ 6,958</u>	<u>\$ 417,995</u>

The accompanying notes are an integral part of these financial statements.

**TOWN OF HALIFAX, MASSACHUSETTS**  
Statement of Changes in Net Assets - Fiduciary Funds  
For the Year Ended June 30, 2010

	<u>Private Purpose Trust Funds</u>
<b>Additions:</b>	
Interest and dividends	<u>\$ 28</u>
<b>Deductions</b>	
Scholarships and awards	<u>                    </u>
Change in net assets	28
Net assets at beginning of year	<u>6,930</u>
Net assets at end of year	<u><u>\$ 6,958</u></u>

The accompanying notes are an integral part of these financial statements.

# TOWN OF HALIFAX, MASSACHUSETTS

Notes to Financial Statements

June 30, 2010

## Note 1. Organization and Reporting Entity

### A. Organization

The Town of Halifax, Massachusetts (the "Town"), was incorporated in 1734. The Town operates under a Town Meeting form of government. The Town's major operations include education, police and fire protection, parks, library and recreation, public works and general administrative services. In addition, the Town owns and operates a water system, and a recycling facility.

### B. Reporting Entity

#### General

The accompanying financial statements present the Town of Halifax (the primary government) and its component units. Component units are included in the reporting entity if their operational and financial relationships with the Town are significant. Pursuant to these criteria, the Town of Halifax did not identify any component units requiring inclusion in the accompanying financial statements.

#### Joint Ventures

The Town has entered into joint ventures with other municipalities to pool resources and share the costs, risks, and rewards of providing goods or services to venture participants directly, or for the benefit of the general public or specific recipients. The following is a list of the Town's joint ventures, their purpose, and the annual assessment paid by the Town. Financial statements may be obtained from each the joint ventures by contacting each of them directly. The Town does not have an equity interest in the joint venture.

<u>Joint venture and address</u>	<u>Purpose</u>	<u>FY 2010 Assessment</u>
Silver Lake Regional School District 130 Pembroke Street, Kingston, MA	To provide secondary education	\$ 4,023,067

The Silver Lake Regional School District (the District) is governed by an elected School Committee. The Town is indirectly liable for debt and other expenditures of the District and is assessed annually for its share of the operating and capital costs.

#### Related Organizations

The Halifax Housing Authority is a public body, politic and corporate organized and existing under Massachusetts General Laws, Chapter 121B and thus, the Town has no accountability for this organization. The Board of Commissioners, four who are elected and the fifth appointed by the Commonwealth are legally responsible for the overall operation.

## Note 2. Summary of Significant Accounting Policies

### A. Basis of Presentation

The Town's financial statements are prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). Governments are also required to follow the pronouncements of the

**TOWN OF HALIFAX, MASSACHUSETTS**  
Notes to Financial Statements  
June 30, 2010

Financial Accounting Standards Board (FASB) issued through November 30, 1989 (when applicable) that do not conflict with or contradict GASB pronouncements. Although the Town has the option to apply FASB pronouncements issued after that date to its business-type activities and enterprise funds, the Town has chosen not to do so. The more significant accounting policies established in GAAP and used by the Town are discussed below.

The Town's basic financial statements include both government-wide (reporting the Town as a whole) and fund financial statements (reporting the Town's funds). Both the government-wide and fund financial statements categorize primary activities as either governmental or business type. The Town's education, police and fire protection, parks, library and recreation, public works, schools, and general administrative services are classified as governmental activities. The Town's water operations are classified as business-type activities.

Government-wide Statements

In the government-wide Statement of Net Assets, both the governmental and business-type activities columns are presented on a consolidated basis by column and are reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Town's net assets are reported in three parts—invested in capital assets (net of related debt); restricted net assets, and unrestricted net assets. The Town first utilizes restricted resources to finance qualifying activities.

The government-wide Statement of Activities reports both the gross and net cost of each of the Town's functions and business-type activities. Gross expenses (including depreciation) are reduced on the Statement of Activities by related program revenues, operating and capital grants. Program revenues must be directly associated with the function or a business-type activity. Operating grants include operating-specific and discretionary (either operating or capital) grants while the capital grants column reflects capital-specific grants.

The net costs (by function or business-type activity) are normally covered by general revenue.

Certain costs, such as pension benefits, property, liability and health insurance, state assessments, among others are not allocated among the Town's functions and are included in general government expenses in the Statement of Activities.

The government-wide focus is more on the sustainability of the Town as an entity and the change in the Town's net assets resulting from the current year's activities.

Fund Financial Statements

The financial transactions of the Town are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, reserves, fund equity, revenues and expenditures/expenses. The various funds are reported by generic classification within the financial statements.

The following fund types are used by the Town:

## TOWN OF HALIFAX, MASSACHUSETTS

Notes to Financial Statements

June 30, 2010

### Governmental Funds:

The focus of the governmental funds' measurement (in the fund statements) is upon determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than upon net income. The following is a description of the governmental funds of the Town:

- General fund is the general operating fund of the Town. It is used to account for all financial resources except those required to be accounted for in another fund.
- Special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.
- Debt service funds are used to account for the accumulation of funds for the periodic payment of principal and interest on general long-term debt. Currently, the Town does not utilize a debt service fund.
- Capital projects funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities and capital outlays financed from bond proceeds (other than those financed by business-type/proprietary funds).
- Permanent funds are used to account for financial resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the governmental programs.

### Proprietary Funds:

The focus of proprietary fund measurement is upon determination of operating income, changes in net assets, financial position, and cash flows. The generally accepted accounting principles applicable are those similar to businesses in the private sector. The following is a description of the proprietary funds of the Town:

- Enterprise funds are required to be used to account for operations for which a fee is charged to external users for goods or services and the activity is financed with debt that is solely secured by a pledge of the net revenues, has third party requirements that the cost of providing services, including capital costs, be recovered with fees and charges or establishes fees and charges based on a pricing policy designed to recover similar costs. Although debt related to the water fund is not secured solely with water fund net revenues, the Town has decided to report it as an enterprise fund.
- Internal service funds are used to account for the financing of goods or services provided by an activity to other departments, funds or component units of the Town on a cost-reimbursement basis. Currently, the Town does not utilize internal service funds.

### Fiduciary Funds:

Fiduciary funds are used to report assets held in a trustee or agency capacity for others and therefore are not available to support Town programs. The reporting focus is on net assets and changes in net assets and is reported using accounting principles similar to proprietary funds. The following is a description of the fiduciary funds of the Town:

## TOWN OF HALIFAX, MASSACHUSETTS

### Notes to Financial Statements

June 30, 2010

- Private purpose trust funds account for resources legally held in trust for the benefit of persons and organizations other than the Town. Since these funds cannot be used for providing Town services, they are excluded from the Town's government-wide financial statements.
- Agency funds are used to hold funds on behalf of parties other than the Town, including federal and state agencies and public school student activities. Agency funds are custodial in nature and do not involve measurement of results of operations.

The emphasis in fund financial statements is on the major funds in either the governmental or business-type activities categories. Nonmajor funds by category are summarized into a single column. GASBS No. 34 sets forth minimum criteria (percentage of the assets, liabilities, revenues or expenditures/expenses of either fund category or the governmental and enterprise combined) for the determination of major funds. The Town may electively add funds, as major funds, which have specific community focus. The nonmajor funds are combined in a column in the fund financial statements.

The Town's fiduciary funds are presented in the fiduciary fund financial statements by type (private purpose and agency). Since by definition these assets are being held for the benefit of a third party (other local governments, private parties, etc.) and cannot be used to address activities or obligations of the government, these funds are not incorporated into the government-wide statements.

#### **B. Measurement Focus and Basis of Accounting**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., measurement and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences, claims and judgments which are recognized when the obligations are expected to be liquidated with current expendable available resources.

Real estate and property tax revenues are considered available if they are collected within 60 days after fiscal year end. Investment income is susceptible to accrual. Other receipts and tax revenues become measurable and available when the cash is received and are recognized as revenue at that time.

Entitlements and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria is met. Expenditure driven grants recognize revenue when the qualifying expenditures are incurred and all other grant requirements are met.

**TOWN OF HALIFAX, MASSACHUSETTS**  
Notes to Financial Statements  
June 30, 2010

**C. Cash and Investments**

The Town has not adopted formal deposit and investment policies. The Town Treasurer manages funds pursuant to Massachusetts General Laws.

For the purpose of the Statement of Net Assets, and proprietary funds Statement of Cash Flows, “cash and cash equivalents” include all demand and savings accounts.

Investments are reported at fair value, which is determined using selected bases. Short-term investments with maturity dates of not more than ninety days from date of purchase are reported at cost, which approximates fair value. Securities traded on a national or international exchange are valued at the last reported sales price at current exchange rates. Managed funds are reported at estimated fair value as determined by the respective fund managers based on quoted sales prices of the underlying securities. Cash and certificates of deposit are reported at carrying value, which reasonably estimates fair value. Additional cash and investment information, and fair values are presented in these notes.

**D. Interfund Receivables and Payables**

During the course of operations, numerous transactions occur between individual funds that may result in amounts owed between funds. Those related to goods and services type transactions are classified as “due to and from other funds.” Short-term interfund loans are reported as “interfund receivables and payables.” Long-term interfund loans (noncurrent portion) are reported as “advances from and to other funds.” Interfund receivables and payables between funds within governmental activities are eliminated in the Statement of Net Assets.

**E. Receivables**

Receivables consist of all revenues earned at year-end and not yet received, net of an allowance for uncollectible amounts. Allowances for uncollectible accounts receivable are based upon historical trends and the periodic aging of accounts receivable. The Town classifies outstanding personal property taxes and motor vehicle and boat excise three years or more years old as uncollectible for financial reporting purposes. The Town estimates 3% of outstanding water and 50% of ambulance charges within three years old to be uncollectible. Additionally, the Town considers ambulance charges three years or more years old as uncollectible for financial reporting purposes. Outstanding real estate taxes and septic betterments are secured by tax liens, and therefore considered to be fully collectable.

**F. Capital Assets**

The accounting treatment over property, plant, and equipment (capital assets) depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

**Government-wide Statements**

All capital assets are valued at historical cost or estimated historical cost if actual is unavailable, except for donated capital assets, which are recorded at their estimated fair value at the date of donation. Estimated historical cost was used to value the majority of the assets acquired prior to June 30, 2002.

Prior to July 1, 2002, governmental funds’ infrastructure assets were not capitalized. These assets (back to July 1, 1980) have been valued at estimated historical cost.

# TOWN OF HALIFAX, MASSACHUSETTS

## Notes to Financial Statements

June 30, 2010

Depreciation of all exhaustible capital assets is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Assets. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

➤ Buildings	40 years
➤ Building and land improvements	20 years
➤ Machinery and Equipment	5 - 10 years
➤ Infrastructure	50 years

### Fund Financial Statements

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition. Capital assets used in proprietary fund operations are accounted for the same as in the government-wide statements.

### G. Long-term Obligations

The accounting treatment of long-term obligations depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

All long-term obligations to be repaid from governmental and business-type resources are reported as liabilities in the government-wide statements. Long-term obligations consist primarily of notes and bonds payable, accrued compensated absences, and post closure monitoring costs for municipal landfills.

Long-term obligations for governmental funds are not reported as liabilities in the fund financial statements. Debt proceeds are reported as other financing sources and payment of principal and interest reported as expenditures. The accounting for proprietary funds is the same in the fund statements as it is in the government-wide statements.

### H. Compensated Absences

The Town's policies and provisions of bargaining unit contracts regarding vacation and sick time permit employees to accumulate earned but unused vacation and sick leave. The liability for these compensated absences is recorded as long-term obligations in the government-wide statements. The current portion of this debt is estimated based on historical trends. In the fund financial statements, governmental funds report only the compensated absence liability payable from expendable available financial resources, while the proprietary funds report the liability as it is incurred.

### I. Equity Classifications

#### Government-wide Statements

Equity is classified as net assets and displayed in three components:

- Invested in capital assets, net of related debt—Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

## TOWN OF HALIFAX, MASSACHUSETTS

### Notes to Financial Statements

June 30, 2010

- Restricted net assets—Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- Unrestricted net assets—All other net assets that do not meet the definition of “restricted” or “invested in capital assets, net of related debt.”

#### Fund Financial Statements

Governmental fund equity is classified as fund balance. Fund balance is further classified as reserved and unreserved, with unreserved further split between designated and undesignated. Permanent fund balances are classified as reserved and are further classified between expendable and non-expendable portions. Proprietary fund equity is classified the same as in the government-wide statements.

#### J. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results will differ from those estimates.

#### K. Total Columns

The total column presented on the government-wide financial statements represents consolidated financial information. The total column presented on the fund financial statements is presented only to facilitate financial analysis. Data in this column is not the equivalent of consolidated financial information.

#### Note 3. Stewardship, Compliance and Accountability

##### A. Property Tax Calendar and Limitations

Real and personal property taxes are based on values assessed as of each January 1 and are normally due on the subsequent November 1 and May 1. By law, all taxable property in the Commonwealth must be assessed at 100% of fair cash value. Taxes due and unpaid after the respective due dates are subject to lien, interest and penalties. The Town has an ultimate right to foreclose on property for which taxes have not been paid. Property taxes levied are recorded as receivables in the fiscal year of the levy.

A statewide property tax limitation statute known as “Proposition 2 ½” limits the property tax levy to an amount equal to 2 ½ % of the value of all taxable property in the Town. A secondary limitation is that no levy in a fiscal year may exceed the preceding year’s allowable tax levy by more than 2 ½ %, plus taxes levied on certain property newly added to the tax rolls (“new growth”). Certain Proposition 2 ½ taxing limitations can be overridden by a town-wide referendum vote.

**TOWN OF HALIFAX, MASSACHUSETTS**

Notes to Financial Statements

June 30, 2010

**B. Budgetary Basis of Accounting**

The Town must establish its property tax rate each year so that the resulting property tax levy will comply with the limits required by Proposition 2 ½ and also constitute that amount which will equal the sum of (a) the aggregate of all annual appropriations for expenditures and transfers, plus (b) provision for the prior fiscal year's deficits, if any, less (c) the aggregate of all non-property tax revenue and transfers projected to be received by the Town, including available surplus funds.

The budgets for all departments and operations of the Town, except that of the public schools, are prepared under the direction of the Board of Selectmen. The School Department budget is prepared under the direction of the School Committee. Original and supplemental appropriations are acted upon by vote of Town Meeting. All general fund and enterprise fund functions are budgeted, the town does not have legally adopted annual budgets for its special revenue funds. Budgets for various special revenue funds utilized to account for specific grant programs are established in accordance with the requirements of the Commonwealth or other grantor agencies.

**C. Fund Equities**

Operations of the various Town funds for the year were funded in accordance with the General Laws of Massachusetts. The Town classifies fund equity in the fund financial statements as either reserved or unreserved fund balance. Unreserved fund balance is further broken down between designated and undesignated.

Fund balance reserved for encumbrances and continued appropriations consists of the budgeted amounts carried over to the next fiscal year for operating costs committed at June 30 and the balance of appropriations for capital expenditures and longer term projects which are continued until completion of the authorized project. Encumbrances outstanding at year-end are reported as a reservation of fund balance and do not constitute expenditures or liabilities.

Fund balance designated for expenditure consists of available funds (free cash) and other available funds from unreserved fund equity appropriated by Town Meeting action to be used in funding next year's operations.

Deficit fund equity consists of the excess of expenditures over appropriations, in the General Fund. Bond Anticipation Note proceeds are not permanent funding and therefore do not represent a funding source for capital projects. Capital Project Fund deficits will occur and will be funded in future years through the issuance of long-term debt.

At June 30, 2010 the Town had the following general fund equities in the fund financial statements:

Reserved for encumbrances and continued appropriations	\$ 1,217,405
Unreserved:	
Undesignated	630,982
Designated for bond premium	8,133
Designated for expenditure	<u>645,666</u>
Total unreserved	<u>1,284,781</u>
Total General Fund Equities	<u>\$ 2,502,186</u>

**TOWN OF HALIFAX, MASSACHUSETTS**

Notes to Financial Statements

June 30, 2010

All other governmental fund balances are reported on the fund basis Balance Sheet as Unreserved Fund Balance, reported in their respective fund types, except for Capital Project Funds, which are reported separately as part of the Unreserved Fund Balance.

**D. Restricted Net Assets**

Certain net assets reported as special revenue funds in the Town's fund basis Balance Sheet including the Town's Stabilization Fund and receipts reserved for appropriation from proceeds of sale of real estate and insurance reimbursements are classified as unrestricted net assets because they are available for appropriation to fund the general operations of the Town.

Restricted net assets on the government-wide statement of net assets consist of the following:

Capital Project Fund Balances	\$ 199,349
Special Revenue Fund Balances:	
Road repair fund	1,447,510
Solid Waste fund	538,368
Cemetery perpetual care fund	243,972
Other special revenue funds	<u>1,293,773</u>
Total restricted net assets	<u>\$ 3,722,972</u>

**Note 4. Cash, Cash Equivalents and Investments**

Massachusetts General Laws, Chapter 44, Section 54 and 55, place certain limitations on cash deposits and investments available to the Town. Authorized deposits include demand deposits, term deposits, and certificates of deposit in trust companies, national banks, savings banks, and certain other financial institutions. Deposits may not exceed certain levels without collateralization of the excess by the financial institution involved. The Town may also invest in securities issued by or unconditionally guaranteed by the U.S. Government or an agency thereof, and having a maturity from date of purchase of one year or less. The Town may also invest in repurchase agreements guaranteed by such government securities with maturity dates of not more than ninety days from date of purchase. The Town may invest in units of the Massachusetts Municipal Depository Trust (MMDT), an external investment pool managed by the Treasurer of the Commonwealth of Massachusetts. Cash deposits are reported at carrying amount, which reasonably approximates fair value.

The Town maintains deposits in authorized financial institutions. In the case of deposits, custodial credit risk is the risk that in the event of a bank failure, the Town's deposits may not be returned. The Town does not have a formal deposit policy for custodial credit risk. At June 30, 2010 deposits totaled \$8,056,489 and had a carrying amount of \$8,078,214. Of the deposit amounts, \$7,026,865 was exposed to custodial credit risk at June 30, 2010 as it was uninsured and uncollateralized. The difference between deposit amounts and carrying amounts generally represents outstanding checks and deposits in transit.

The Town does not have a formal investment policy; however, the Town's only investments consist of \$108,383 invested in money market mutual funds and certificates of deposits which are classified as a cash equivalent.

**TOWN OF HALIFAX, MASSACHUSETTS**

Notes to Financial Statements

June 30, 2010

**Note 5. Receivables**

The Town reports the aggregate amount of receivables in the accompanying Statement of Net Assets and Balance Sheet. In addition, governmental funds report, on the Balance Sheet, deferred revenue in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. Governmental funds also defer revenue recognition in connection with resources that have been received, but not yet earned. Unearned revenues, if any, are also reported on the Statement of Net Assets.

The Town includes the following receivables for individual major and non-major governmental funds, and fiduciary funds in the aggregate, including applicable allowances for uncollectible amounts and amounts deferred and unearned:

<u>Receivable type</u>	<u>Gross Amount</u>	<u>Allowance for Uncollectible</u>	<u>Net Amount</u>	<u>Deferred Revenue</u>
Real estate and personal property taxes	\$ 490,991	\$ 8,700	\$ 482,291	\$ 480,858
Tax liens, deferrals and foreclosures	470,369		470,369	470,369
Motor vehicle and boat excise	77,027	16,500	60,527	77,027
Charges for service -- ambulance fees	896,472	443,600	452,872	896,472
Septic betterments	95,561		95,561	95,561
Departmental and other	26,898		26,898	26,898
Intergovernmental:				
School Building Assistance	679,054		679,054	679,054
Commonwealth highway awards	1,447,510		1,447,510	1,447,510
Commonwealth -- other	<u>104,436</u>		104,436	<u>104,436</u>
Totals on a governmental fund basis	<u>4,288,318</u>	-	-	<u>\$ 4,278,185</u>
Totals on an entity wide basis	<u>\$ 4,288,318</u>	<u>\$ 468,800</u>	<u>\$ 3,819,518</u>	

Receivables for the Town's business-type activities consist of the following:

<u>Receivable type</u>	<u>Gross Amount</u>	<u>Allowance for Uncollectible</u>	<u>Net Amount</u>
Water rates and charges	\$ 101,443	\$ 3,200	\$ 98,243
Unbilled water rates	<u>115,000</u>	<u>3,500</u>	<u>111,500</u>
Totals	<u>\$ 216,443</u>	<u>\$ 6,700</u>	<u>\$ 209,743</u>

**TOWN OF HALIFAX, MASSACHUSETTS**

Notes to Financial Statements

June 30, 2010

**Note 6. Capital Assets**

Capital asset activity for the year ended June 30, 2010, was as follows:

	<u>Beginning Balances</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balances</u>
<b><u>Governmental activities</u></b>				
Capital assets not being depreciated:				
Land	\$ 3,478,170	\$ -	\$ -	\$ 3,478,170
Construction in progress	<u>-</u>	<u>15,404</u>	<u>-</u>	<u>15,404</u>
Sub-total	3,478,170	15,404	-	3,493,574
Capital assets being depreciated:				
Buildings and related improvements	12,025,141			12,025,141
Improvements other than buildings	1,408,018			1,408,018
Equipment, machinery & vehicles	3,073,674	198,600		3,272,274
Infrastructure	<u>25,650,460</u>	<u>363,620</u>	<u>-</u>	<u>26,014,080</u>
Sub-total	42,157,293	562,220	-	42,719,513
Less accumulated depreciation:				
Buildings and related improvements	6,212,392	328,382		6,540,774
Improvements other than buildings	287,491	67,310		354,801
Equipment, machinery & vehicles	1,919,950	267,011		2,186,961
Infrastructure	<u>11,189,018</u>	<u>582,116</u>	<u>-</u>	<u>11,771,134</u>
Sub-total	<u>19,608,851</u>	<u>1,244,819</u>	<u>-</u>	<u>20,853,670</u>
Governmental capital assets, net	<u>\$ 26,026,612</u>	<u>\$ (667,195)</u>	<u>\$ -</u>	<u>\$ 25,359,417</u>
	<u>Beginning Balances</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balances</u>
<b><u>Business-type activities</u></b>				
Capital assets not being depreciated:				
Land	\$ 626,301	\$ -	\$ -	\$ 626,301
Capital assets being depreciated:				
Buildings and related improvements	47,853			47,853
Equipment, machinery & vehicles	340,287			340,287
Infrastructure	<u>12,300,994</u>	<u>-</u>	<u>-</u>	<u>12,300,994</u>
Sub-total	12,689,134	-	-	12,689,134
Less accumulated depreciation:				
Buildings and related improvements	28,239	960		29,199
Equipment, machinery & vehicles	198,695	26,801		225,496
Infrastructure	<u>3,791,725</u>	<u>189,886</u>	<u>-</u>	<u>3,981,611</u>
Sub-total	<u>4,018,659</u>	<u>217,647</u>	<u>-</u>	<u>4,236,306</u>
Business-type activities capital assets, net	<u>\$ 9,296,776</u>	<u>\$ (217,647)</u>	<u>\$ -</u>	<u>\$ 9,079,129</u>

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental activities:	
General government	\$ 92,346
Public safety	241,030
Education	188,343
Public works	708,973
Health and human services	3,784
Culture and recreation	<u>10,343</u>
Total depreciation expense – governmental activities	<u>\$ 1,244,819</u>

**TOWN OF HALIFAX, MASSACHUSETTS**  
Notes to Financial Statements  
June 30, 2010

Business-type activities:  
Water/Total depreciation expense \$ 217,647

**Note 7. Interfund Balances and Activity**

There are no amounts due to or from governmental funds. Interfund transfers, for the fiscal year ended June 30, 2010, consisted of the following:

	<u>General Fund</u>	<u>Solid Waste Fund</u>	<u>Other Governmental Funds</u>	<u>Business-type Enterprise Fund</u>
Amounts transferred from Receipts Reserved for Appropriation and Revolving Funds to fund operating budget	\$ 59,356	\$ -	\$ (59,356)	\$ -
General fund transfers to special revenue funds	(29,206)		29,206	
Amounts transferred from other Funds to fund indirect costs appropriated in general fund, net	<u>8,204</u>	<u>(6,000)</u>	<u>-</u>	<u>(2,204)</u>
Totals on governmental fund and budgetary basis	<u>\$ 38,354</u>	<u>\$ (6,000)</u>	<u>\$ (30,150)</u>	<u>\$ (2,204)</u>

**Note 8. Long-term Obligations**

The following is a summary of changes in long-term obligations for the year ended June 30, 2010:

<u>Purpose</u>	<u>Balance July 01, 2009</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance June 30, 2010</u>	<u>Current Portion</u>
<b>Governmental activities:</b>					
MWPAT, Septic Betterment, dtd 8/1/02, subsidized interest, due 2021	\$ 124,601	\$ -	\$ 10,401	\$ 114,200	\$ 10,400
MWPAT, Pool Program, dtd 11/16/05, 0%, due 2025	170,000		10,000	160,000	10,000
School Refurbishment Refunding Bond, dtd 12/15/03, 2.8% - 4.0%, matures 2012	1,265,000		330,000	935,000	320,000
Landfill capping, dtd 9/15/07, 3.8% - 5.0%, due 2023	1,280,000		95,000	1,185,000	95,000
Police Station Construction, dtd 4/1/01, 4.0% - 4.7%, due 2016	<u>945,000</u>	<u>-</u>	<u>135,000</u>	<u>810,000</u>	<u>135,000</u>
Total bonds payable	3,784,601	-	580,401	3,204,200	570,400
Landfill closure and monitoring liability	681,000		50,000	631,000	131,000
Other post employment benefits	765,402	986,664	287,900	1,464,166	
Compensated absences	<u>809,000</u>	<u>54,400</u>	<u>-</u>	<u>863,400</u>	<u>-</u>
Total governmental activities noncurrent liabilities	<u>\$ 6,040,003</u>	<u>\$ 1,041,064</u>	<u>\$ 918,301</u>	<u>\$ 6,162,766</u>	<u>\$ 701,400</u>

**TOWN OF HALIFAX, MASSACHUSETTS**  
Notes to Financial Statements  
June 30, 2010

	<u>Balance</u> <u>July 01, 2009</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance</u> <u>June 30, 2010</u>	<u>Current</u> <u>Portion</u>
<b>Business-type activities:</b>					
Water bond, 4.53%, matures 2016	\$ 750,000	\$ -	\$ 75,000	\$ 675,000	\$ 75,000
Total bonds payable	750,000		75,000	675,000	75,000
Other post employment benefits		55,374	7,225	48,149	
Compensated absences	<u>8,700</u>	<u>1,200</u>	<u>-</u>	<u>9,900</u>	<u>-</u>
Total business-type activities noncurrent liabilities	<u>\$ 758,700</u>	<u>\$ 56,574</u>	<u>\$ 82,225</u>	<u>\$ 733,049</u>	<u>\$ 75,000</u>

Long-term debt

The outstanding Massachusetts Water Pollution Abatement Trust (MWPAT) bonds above are recorded at the gross amount outstanding, as the Town is obligated to repay the full amount outstanding including interest; however, it is anticipated that approximately 33.7 % of the debt service payments relating to the septic bonds will be subsidized by the Commonwealth of Massachusetts via contract payments to MWPAT (and MWPAT available earnings). These payments are recorded as revenue and expenses in the accompanying entity-wide financial statements; however, these payments are not included in the budgetary basis supplementary information because it is not part of the local budget.

The annual requirements to amortize all general obligation bonds and loans outstanding as of June 30, 2010, including interest, are as follows:

<u>Year Ending</u> <u>June 30,</u>	<u>Governmental Activities</u>			<u>Business-type Activities</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2011	\$ 570,400	\$ 117,134	\$ 687,534	\$ 75,000	\$ 30,750	\$ 105,750
2012	560,400	95,785	656,185	75,000	27,600	102,600
2013	555,400	74,227	629,627	75,000	24,375	99,375
2014	245,400	58,929	304,329	75,000	21,075	96,075
2015	245,400	48,894	294,294	75,000	17,700	92,700
2016 -- 2020	687,000	118,647	805,647	300,000	35,738	335,738
2021 -- 2025	<u>340,200</u>	<u>16,974</u>	<u>357,174</u>	<u>-</u>	<u>-</u>	<u>-</u>
Totals	<u>\$ 3,204,200</u>	<u>\$ 530,590</u>	<u>\$ 3,734,790</u>	<u>\$ 675,000</u>	<u>\$ 157,238</u>	<u>\$ 832,238</u>

The Town is subject to a dual level general debt limit—the normal debt limit and the double debt limit. Such limits are equal to 5% and 10%, respectively of the valuation of taxable property in the Town as last equalized by the Commonwealth's Department of Revenue. Debt may be authorized up to the normal debt limit without state approval. Authorizations under the double debt limit, however, require the approval of the Commonwealth. Additionally, there are many categories of general obligation debt that are exempt from the debt limit but are subject to other limitations.

There were no unissued debt authorizations at June 30, 2010.

The Town pays assessments, which include debt service payments to other local governmental units providing services on behalf of the Town (commonly referred to as overlapping debt.) The Town is indirectly liable, through its assessments to these governments, for this debt. However, the debt is not considered against the Town's debt limits or reported on the Town's Statement of Net Assets. The Town pays assessments to the Silver Lake Regional School District and to Plymouth County that may include indirect debt service payments.

TOWN OF HALIFAX, MASSACHUSETTS

Notes to Financial Statements

June 30, 2010

Lease obligations

*A. Operating leases*

The Town has entered into a number of operating leases to support governmental activities, some of which are non-cancelable but otherwise are subject to annual appropriation. The annual minimum required lease payments for non-cancelable operating leases are immaterial as of June 30, 2010.

*B. Capital leases*

In accordance with Massachusetts General Laws, the Town may enter into lease agreements for a period not to exceed five years and subject to annual appropriation. The Town does not have any material capital lease obligation outstanding as of June 30, 2010.

**Note 9. Temporary Borrowings**

Under state law and by authorization of the Board of Selectmen, the Town is authorized to borrow on a temporary (short-term) basis to fund the following:

- Current operating costs prior to the collection of revenues through issuance of tax anticipation notes (TANs),
- Capital project costs incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BANs),
- Federal and state aided capital projects and other program expenditures prior to receiving reimbursement through issuance of federal and state aid anticipation notes (FANs and SANs).

Temporary loans are general obligations of the Town and carry maturity dates that are limited by statute. Interest expenditures for temporary borrowings are accounted for in the General Fund.

The Town had no temporary borrowings at anytime during the year ended June 30, 2010.

Proceeds from bond anticipation notes are not considered permanent funding sources; the Town may have deficit fund balances in the Capital Projects Fund. Deficits, if any, will be funded through long-term borrowing.

**Note 10. Employee Benefits**

**A. Retirement Benefits**

Plan Description

The Town of Halifax, Massachusetts contributes for eligible employees to the Plymouth County Retirement System (the System), a cost-sharing multiple-employer defined benefit pension plan administered by the Plymouth County Retirement System. The System provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. The System is governed by the applicable provisions of Chapter 32 of the Massachusetts General Law (M.G.L.) and other applicable statutes. Oversight is provided by a five member board. The Association issues an annual report which is available to the public and may be obtained by contacting the Commonwealth of Massachusetts, Public Employee Retirement Administration Commission (PERAC), One Ashburton Place, Boston, MA 02108.

**TOWN OF HALIFAX, MASSACHUSETTS**  
Notes to Financial Statements  
June 30, 2010

Funding Policy

Plan members are required to contribute 5-11% of their annual covered salary and the Town is required to contribute at an actuarially determined rate. The Town's current year contribution is \$653,339 which equaled its required contribution for the year. The contribution requirements of plan members and the Town are established and may be amended by M.G.L. The Town's contributions to the System for the years ending June 30, 2009 and 2008 were \$632,695 and \$516,355 respectively, which were equal to the required contributions for each year.

As noted above, the Town does not contribute to TRS. Contributions to the TRS are made by the Commonwealth of Massachusetts on behalf of the Town. Accounting Principles Generally Accepted in the United States require the Town to record such "on behalf payments" as revenue and expenditures in the financial statements. Accordingly, \$954,290 of pension benefits paid by the Commonwealth of Massachusetts on behalf of the Town is included in the accompanying Statement of Activities as Education operating contributions and expense and in the accompanying Statement of Revenues, Expenditures and Changes in Fund Balance as general fund intergovernmental revenue and education expenditures. These on-behalf payments are not part of the local budget and therefore, are not included in the accompanying budgetary basis statements.

**B. Compensated Absences**

Employees earn vacation and sick leave as they provide services. The cost of vacation and sick leave benefits is recorded as an expenditure of the applicable fund when incurred. Vacation and sick pay accumulates for various groups of employees based upon personnel by-laws and their respective collective bargaining agreements. Accumulated unused sick leave is due to certain employees upon termination of employment and has been recorded as a liability in the accompanying Statement of Net Assets for both governmental and business-type activities.

**C. Other Post Employment Benefits**

Plan Description

The Town administers a single employer defined benefit plan which provides health and prescription drug benefits to substantially all retired employees and their spouses (plan members). Eligibility to retire under the Town's plan is based upon meeting one of the following conditions:

- i. At least 10 years of creditable service are eligible at age 55;
- ii. At least 20 years of creditable serve are eligible at any age.

Benefits were paid to approximately 70 retired participants and spouses during the fiscal year ended June 30, 2010 and are paid on a pay as you go basis. These benefits are provided for and amended under various provisions of Massachusetts General Law, terms of collective bargaining agreements and Town ordinances.

Funding Policy

The contribution rates of retirees are established by collective-bargaining agreements, Massachusetts General Law, and Town ordinances. The required contribution is based on pay as you go financing requirements. For fiscal year 2010, the Town contributed approximately \$267,600 to health, dental and life insurance programs on behalf of retirees. All benefits are provided through a third-party insurance carrier that administers, assumes, and pays all claims.

**TOWN OF HALIFAX, MASSACHUSETTS**

Notes to Financial Statements

June 30, 2010

The Town contributes at least 50% of the insurance premiums with the remainder funded through retiree contributions.

Annual OPEB Cost and Net OPEB Obligation

The Town's annual other post employment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the provisions of GASB Statement No. 45. The ARC represents a level of funding that if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The following table shows the components of the Town's annual OPEB cost for the fiscal year, the amount actually contributed to the plan, and changes in the Town's net OPEB obligation.

	Governmental Activities	Business-type Activities
Annual required contribution	\$ 948,716	\$ 26,802
Interest on net OPEB obligation	37,948	1,072
Annual OPEB cost (expense)	986,664	27,874
Adjustment	(27,500)	27,500
Contributions made	(260,400)	(7,225)
Increase in net OPEB obligation	698,764	48,149
Net OPEB obligation, beginning of year	765,402	
Net OPEB obligation, end of year	\$ 1,464,166	\$ 48,149

The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for 2010 and the two preceding years were as follows:

**Governmental Activities:**

Fiscal Year Ended	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
6/30/2010	\$ 986,664	26.39%	\$ 1,464,166
6/30/2009	\$ 1,014,402	24.55%	\$ 765,402
6/30/2008	N/A	N/A	N/A

**Business-type Activities:**

Fiscal Year Ended	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
6/30/2010	\$ 27,874	25.92%	\$ 48,149
6/30/2009	N/A	N/A	N/A
6/30/2008	N/A	N/A	N/A

**TOWN OF HALIFAX, MASSACHUSETTS**

Notes to Financial Statements

June 30, 2010

Funding Status and Schedule of Funding Progress

The unfunded actuarial liability was determined using the level dollar thirty year open amortization basis.

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) (b)	Unfunded AAL (UAAL) (b)-(a)	Funded Ratio (a)/(b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll [(b)-(a)]/[c]
7/1/2008	\$ -	\$ 10,247,192	\$ 10,247,192	0.00%	\$ 7,334,100	139.7%

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. 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 with past expectations and new estimates are made about the future. The schedule of funding progress, presented in the required supplementary information following the financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Actuarial Methods and Assumptions

Projections of the benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer 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 employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations. The following assumptions and methods were utilized in the June 30, 2008:

- Actuarial Cost Method: Projected Unit Credit
- Investment Rate of Return: 4.00% per annum, pay as you go scenario
- Healthcare Trend Rates:

Fiscal year	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
Medical	10.0%	9.0%	8.0%	7.0%	6.0%	5.0%	5.0%

- General Inflation Assumption: 3.5% per annum
- Compensation Increases: 4.5% per annum
- Actuarial Value of Assets: Market Value
- Amortization of UAAL: Amortization payments at level rate over 30 years
- Remaining Amortization Period: 30 years at July 1, 2008

TOWN OF HALIFAX, MASSACHUSETTS

Notes to Financial Statements

June 30, 2010

**Note 11. Landfill Closure and Postclosure Care Costs**

State and Federal laws and regulations require the Town to place a final cover on its landfill site and to perform certain maintenance and monitoring functions at the site for thirty years thereafter. The landfill has stopped accepting solid waste and pursuant to a Massachusetts Department of Environmental Protection consent order, the Town will be placing a final cover on its landfill.

As of June 30, 2010, \$631,000 has been reported on the Town's statement of net assets as an estimated liability for placing a final cover on the landfill and for post-closure monitoring costs of the landfill. Actual costs may change due to the finalizing of regulations with regulatory authorities, changing technology, and inflation.

**Note 12. Risk Management**

The Town is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets; errors and omissions, injuries to employees, unemployment claims and natural disasters. The Town carries commercial insurance for all risk except health insurance and unemployment claims.

The Town belongs to the Plymouth County Health Claims Trust Fund (the Fund), formed pursuant to Massachusetts General Law Chapter 32B to provide employee insurance benefits. Employees and the Town both pay premiums to the Fund based upon a 50% (Town) and 50% (Employee). The Town budgets, annually, in the general fund for its estimated share of contributions. The fund reinsures itself for claims in excess of \$150,000/ per person annually.

The Town is self insured for unemployment compensation. The liability for the unemployment compensation program was not material at June 30, 2010.

**Note 13. Commitments and Contingencies**

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal and state governments. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the Town expects such amounts, if any, to be immaterial.

**Note 14. Future GASB Pronouncements**

The following are pronouncements issued by the Governmental Accounting Standards Board (GASB), which the Town believes are applicable to its financial statements.

Current pronouncements

The GASB issued Statement #51, Accounting and Reporting for Intangible Assets, which is required to be implemented in fiscal year 2010. The Town doesn't believe this pronouncement will have a material effect on the Town's financial statements.

The GASB issued Statement #53, Accounting and Financial Reporting for Derivatives, which is required to be implemented in fiscal year 2010. The Town doesn't believe this pronouncement will have a material effect on the Town's financial statements.

**TOWN OF HALIFAX, MASSACHUSETTS**  
Notes to Financial Statements  
June 30, 2010

Future pronouncements

The GASB issued Statement #54, *Fund Balance Reporting and Governmental Fund Type Definitions*, which is required to be implemented in fiscal year 2011. This pronouncement will change fund balance classifications and definitions and will impact the presentation of the Town's financial statements.

The GASB issued Statement #59, Financial Instruments Omnibus, which is required to be implemented in fiscal year 2011. This pronouncement will update and improve existing standards regarding financial reporting and disclosure requirements of certain financial instruments and external investment pools. The Town doesn't believe this pronouncement will have a material effect on the Town's financial statements.

**SUPPLEMENTARY INFORMATION**

**TOWN OF HALIFAX, MASSACHUSETTS**  
 Required Supplementary Information  
 Schedule of Funding Progress for the Town's Retiree Benefit Plan  
 June 30, 2010

**Funding Status and Schedule of Funding Progress**

The schedule of funding progress presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits. The unfunded actuarial accrued liability was determined using the level dollar thirty year amortization basis.

	<b>Actuarial Valuation Date</b>	<b>Actuarial Value of Assets (a)</b>	<b>Actuarial Accrued Liability (AAL) (b)</b>	<b>Unfunded AAL (UAAL) (b)-(a)</b>	<b>Funded Ratio (a)/(b)</b>	<b>Covered Payroll (c)</b>	<b>UAAL as a Percentage of Covered Payroll [(b)-(a)]/(c)</b>
<b>Governmental Activities:</b>							
	7/1/2008	\$ -	\$ 10,247,192	\$10,247,192	0.0%	\$ 7,334,100	139.7%
	7/1/2007	N/A	N/A	N/A	N/A	N/A	N/A
	7/1/2006	N/A	N/A	N/A	N/A	N/A	N/A

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. 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 with past expectations and new estimates are made about the future.

**Actuarial Methods and Assumptions**

Projections of the benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer 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 employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations. The valuation reflected a closed group, and does not reflect any new entrants after the valuation date of July 1, 2008. The valuation assumed retiree contributions increased with the same trend rate as health care claims. Significant actuarial assumptions used in the valuation are as follows:

- Actuarial Cost Method: Projected Unit Credit
- Investment Rate of Return: 4.0% per annum
- Healthcare Trend Rates:

Fiscal year	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
Medical	10.0%	9.0%	8.0%	7.0%	6.0%	5.0%	5.0%

- General Inflation Assumption: 3.5% per annum
- Compensation Increases: 4.5% per annum
- Actuarial Value of Assets: Market Value
- Amortization of UAAL: Amortized as level dollar amount over 30 years
- Remaining Amortization Period: 30 years at July 1, 2008

**TOWN OF HALIFAX, MASSACHUSETTS**  
 Budgetary Comparison Schedule - General Fund  
 For the Fiscal Year Ended June 30, 2010

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
<b>Revenues</b>				
Property taxes	\$ 12,316,007	\$ 12,316,007	\$ 12,390,079	\$ 74,072
Excise taxes	797,500	797,500	851,887	54,387
Licenses, fees and permits	187,100	187,100	111,711	(75,389)
Penalties and interest	166,800	166,800	142,741	(24,059)
Investment interest	15,000	15,000	5,622	(9,378)
Charges for services	230,000	230,000	215,929	(14,071)
Departmental and other	83,240	83,240	111,887	28,647
Intergovernmental	<u>3,814,206</u>	<u>3,814,206</u>	<u>3,827,229</u>	<u>13,023</u>
Total revenues	17,609,853	17,609,853	17,657,085	47,232
<b>Expenditures</b>				
General government	3,471,646	3,074,720	2,968,982	105,738
Public safety	2,322,940	2,359,511	2,179,921	179,590
Education	10,005,579	9,970,497	9,797,943	172,554
Public works	2,042,185	1,361,673	1,170,775	190,898
Human services	377,569	354,029	344,623	9,406
Culture and recreation	339,140	338,961	339,856	(895)
State and county assessments	163,822	163,822	137,294	26,528
Debt service	<u>697,524</u>	<u>697,524</u>	<u>692,524</u>	<u>5,000</u>
Total expenditures	<u>19,420,405</u>	<u>18,320,737</u>	<u>17,631,918</u>	<u>688,819</u>
Revenues over (under) expenditures	(1,810,552)	(710,884)	25,167	736,051
<b>Other financing sources (uses)</b>				
Transfers in from other funds	46,854	71,356	71,356	
Transfers out to other funds	<u>(32,407)</u>	<u>(33,002)</u>	<u>(33,002)</u>	
Total other financing sources (uses)	<u>14,447</u>	<u>38,354</u>	<u>38,354</u>	
Revenues and other financing sources over (under) expenditures and other financing uses	(1,796,105)	(672,530)	63,521	<u>\$ 736,051</u>
Fund balance, beginning of year			<u>2,918,552</u>	
Fund balance, end of year			<u>\$ 2,982,073</u>	
<b>Other budget items</b>				
Free cash appropriations	629,350	723,180		
Overlay surplus	35,000	35,000		
Carryover encumbrances	<u>1,131,755</u>	<u>(85,650)</u>		
Total other budget items	<u>1,796,105</u>	<u>672,530</u>		
Net budget	<u>\$</u>	<u>\$</u>		

The accompanying notes are an integral part of these financial statements.

**TOWN OF HALIFAX, MASSACHUSETTS**  
 Budgetary Comparison Schedule - Solid Waste Fund  
 For the Year Ended June 30, 2010

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<b>Variance with Final Budget Positive (Negative)</b>
<b>Revenues</b>				
Charges for services	\$ 96,865	\$ 96,865	\$ 342,198	\$ 245,333
Investment interest			1,091	1,091
Total revenues	96,865	96,865	343,289	246,424
<b>Expenditures</b>				
Public works/Total	345,932	345,632	293,515	52,117
Revenues over (under) expenditures	(249,067)	(248,767)	49,774	298,541
<b>Other financing sources (uses)</b>				
Transfers out to other funds	(6,000)	(6,000)	(6,000)	
Total other financing sources (uses)	(6,000)	(6,000)	(6,000)	
Revenues and other financing sources over (under) expenditures and other financing uses	(255,067)	(254,767)	43,774	<u>\$ 298,541</u>
Fund balance, beginning of year			457,069	
Fund balance, end of year			<u>\$ 500,843</u>	
<b>Other budget items</b>				
Carryover encumbrances	8,355	8,055		
Solid Waste Retained Earnings	246,712	246,712		
Total other budget items	255,067	254,767		
Net budget	<u>\$</u>	<u>\$</u>		

The accompanying notes are an integral part of these financial statements.

**TOWN OF HALIFAX, MASSACHUSETTS**

Notes to Supplementary Information

June 30, 2010

**Note 1. Budgetary Basis of Accounting**

The Town must establish its property tax rate each year so that the resulting property tax levy will comply with the limits required by Proposition 2 ½ and also constitute that amount which will equal the sum of (a) the aggregate of all annual appropriations for expenditures and transfers, plus (b) provision for the prior fiscal year's deficits, if any, less (c) the aggregate of all non-property tax revenue and transfers projected to be received by the Town, including available surplus funds.

The budgets for all departments and operations of the Town, except that of the public schools, are prepared under the direction of the Board of Selectmen. The School Department budget is prepared under the direction of the School Committee. Original and supplemental appropriations are acted upon by vote of Town Meeting. All general fund and enterprise fund functions are budgeted, the town does not have legally adopted annual budgets for its special revenue funds. Budgets for various special revenue funds utilized to account for specific grant programs are established in accordance with the requirements of the Commonwealth or other grantor agencies.

Budgets are prepared on a basis other than accounting principles generally accepted in the United States of America (GAAP). The "actual" results column of the Statements of Revenues, Expenditures and Changes in Fund Balance – Budgetary Basis, are presented on a "budget basis" to provide a meaningful comparison with the budget. The major differences between the budget and GAAP basis is that all budgeted revenues are recorded when cash is received, except for real estate and personal property taxes, which are recorded as revenues when levied (budget) as opposed to when susceptible to accrual (GAAP). A reconciliation of the budgetary-basis to GAAP-basis results for the General Fund for the fiscal year ended June 30, 2010, is presented below:

	<u>Revenues</u>	<u>Expenditures</u>	<u>Other Financing Sources (Uses)</u>
As reported on a budgetary basis	\$ 17,657,085	\$ 17,631,918	\$ 38,354
Adjustment of property tax revenues to modified accrual basis	(83,335)		
State funded teacher's pension	<u>954,290</u>	<u>954,290</u>	-
As reported on a GAAP basis	<u>\$ 18,528,040</u>	<u>\$ 18,586,208</u>	<u>\$ 38,354</u>

There are no differences between the budgetary-basis and GAAP-basis results for the Solid Waste Fund for the fiscal year ended June 30, 2010.