

TOWN OF HALIFAX, MASSACHUSETTS
BASIC FINANCIAL STATEMENTS AND
MANAGEMENT'S DISCUSSION AND ANALYSIS
WITH INDEPENDENT AUDITORS' REPORT
FOR THE YEAR ENDED JUNE 30, 2014

TOWN OF HALIFAX, MASSACHUSETTS
BASIC FINANCIAL STATEMENTS
AND MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED
JUNE 30, 2014

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Lynch, Malloy, Marini, LLP

Certified Public Accountants & Advisors

www.lmmepas.com

INDEPENDENT AUDITORS' REPORT

To the Honorable Board of Selectmen
Town of Halifax, Massachusetts

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Halifax, Massachusetts (the "Town"), as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Halifax, Massachusetts, as of June 30, 2014, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison schedules and the schedule of funding progress on the accompanying pages 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.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated April 21, 2015, on our consideration of the Town of Halifax, Massachusetts's internal control over financial reporting and on 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 internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Town of Halifax, Massachusetts's internal control over financial reporting and compliance.

Lynch Malloy Marini, LLP

April 21, 2015
Norwell, Massachusetts

MANAGEMENT'S DISCUSSION AND ANALYSIS

TOWN OF HALIFAX, MASSACHUSETTS

Management's Discussion and Analysis

June 30, 2014

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, 2014.

Financial Highlights:

- The assets of the Town exceeded its liabilities at the close of the most recent fiscal year by \$33.3 million (net position). Of this amount, approximately \$0.4 million (unrestricted net position) may be used to meet the government's ongoing obligations to citizens and creditors.
- The total cost of all Town services for fiscal year 2014 was \$24.3 million.
- As of the end of the current fiscal year, unassigned fund balance for the general fund was \$1.2 million or approximately 5.7% 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 three components: 1) government-wide financial statements, 2) fund financial statements 3) notes to financial statements, 4) required supplementary information.

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 position* presents information on all of the Town's assets and liabilities, with the difference between the two reported as net position. Over time increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.

The *statement of activities* presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will 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, 2014

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, the Solid Waste Fund, and Road Repair Fund (Chapter 90 Highway) all 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 \$33.3 million (\$24.1 and by \$9.3 million for the governmental and business-type activities, respectively), at the close of the most recent fiscal year. The following tables demonstrate the net position of the Town:

TOWN OF HALIFAX, MASSACHUSETTS

Management's Discussion and Analysis

June 30, 2014

	FY 2014 Governmental Activities	FY 2013 Governmental Activities	FY 2014 Business-type Activities	FY 2013 Business-type Activities
Current assets	\$ 9,533,906	\$ 9,896,878	\$ 1,561,059	\$ 1,297,472
Capital assets	<u>22,693,911</u>	<u>23,667,452</u>	<u>8,305,985</u>	<u>8,528,122</u>
Total assets	32,227,817	33,564,330	9,867,044	9,825,594
Current liabilities	1,354,532	1,825,362	134,255	112,799
Long-term liabilities	<u>6,797,138</u>	<u>6,220,972</u>	<u>479,278</u>	<u>522,515</u>
Total liabilities	8,151,670	8,046,334	613,533	635,314
Net position:				
Net investment in capital assets	21,613,911	22,362,452	7,930,985	8,078,122
Restricted	3,393,732	3,097,443		
Unrestricted	<u>(931,496)</u>	<u>58,101</u>	<u>1,322,526</u>	<u>1,112,158</u>
Total net position	<u>\$ 24,076,147</u>	<u>\$ 25,517,996</u>	<u>\$ 9,253,511</u>	<u>\$ 9,190,280</u>

Included within the governmental activity current assets are \$6.3 million in cash and \$0.9 million in state highway construction grants. Governmental activity long-term liabilities include \$1.0 million in general obligation bonds, the balance of bonds of \$245,400 is classified as current because it is due within the next fiscal year. In addition, other items included as long-term liabilities are \$420,000 (\$20,000 current) for landfill closure and monitoring, \$910,000 for compensated absences and \$4.4 million for other post employment benefits.

Business-type activities long-term liabilities include \$300,000 in bonds payable, \$9,600 liability for compensated absences and approximately \$170,000 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 position 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 \$29.5 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 position \$3.4 million represents resources that are subject to restrictions placed on how they may be used. The remaining balance of unrestricted net position of \$391,030 may be used to meet the government's ongoing obligations to citizens and creditors. At the end of the current fiscal year, the Town reported a deficit balance of \$931,496 in the unrestricted governmental activities net position, and a balance of \$1.3 million in the unrestricted business-type activities net position.

Governmental activities decreased the Town's net position by \$1.4 million during fiscal year 2014. Business-type activities increased net assets by \$63,000. A summary of revenues and major functional expenditures is presented below.

See Independent Auditors' Report

TOWN OF HALIFAX, MASSACHUSETTS

Management's Discussion and Analysis

June 30, 2014

	FY 2014 Governmental Activities	FY 2013 Governmental Activities	FY 2014 Business-Type Activities	FY 2013 Business-Type Activities
Revenues:				
Charges for services	\$ 1,114,780	\$ 1,082,637	\$ 939,286	\$ 889,267
Operating grants and contributions	5,090,797	5,533,645		
Capital grants and contributions	-	66,600		
General revenues:				
Property taxes	13,895,169	13,500,014		
Excise taxes	892,874	852,137		
Penalties and interest	138,819	192,472	400	
Grants and contributions not restricted	881,822	868,296		
Investment income	2,046	2,406	1,213	1,122
Miscellaneous	73,920	61,920		
Loss on disposal of capital assets	(29,770)	(62,794)		
Transfers, net	<u>(29,228)</u>	<u>265,000</u>	<u>(5,772)</u>	<u>(300,000)</u>
Total revenues and transfers	22,031,229	22,362,333	935,127	590,389
Expenses:				
General government	5,475,918	5,083,202		
Public safety	2,777,503	3,567,437		
Education	11,813,999	11,428,370		
Public works	2,296,603	2,057,213	871,896	867,333
Health and human services	514,137	442,772		
Culture and recreation	428,184	410,674		
Interest on long-term debt	51,930	72,658		
State and county charges	<u>114,804</u>	<u>96,918</u>	<u>-</u>	<u>-</u>
Total expenses	<u>23,473,078</u>	<u>23,159,244</u>	<u>871,896</u>	<u>867,333</u>
Change in net position	<u>\$ (1,441,849)</u>	<u>\$ (796,911)</u>	<u>\$ 63,231</u>	<u>\$ (276,944)</u>

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

Revenues:

- ◆ Property taxes represent approximately 63% 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 23% 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.

Expenses:

- ◆ Employee wages increased nominally, resulting from negotiated step and general wage increases.
- ◆ General government expenses include approximately \$770,000 for other post employment benefits.
- ◆ The public safety expenses decreased due to fire grant expenses incurred in the prior year

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TOWN OF HALIFAX, MASSACHUSETTS

Management's Discussion and Analysis

June 30, 2014

- ♦ The education expenses increased during the current year due to an increase in the assessments from silver lake regional to \$4.58M from \$4.46M in the prior year, increases in special needs expenses and higher salaries and wages.

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.

The focus of *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing financing requirements. Fund balance for governmental funds is reported in a classification hierarchy which is based upon the extent to which the government is bound to honor constraints on the specific purposes for which the amounts in those funds can be spent. These classifications are non-spendable, restricted, committed, assigned and unassigned fund balance.

In particular, *unassigned fund balance* represents the residual fund balance which has not been restricted, committed, or assigned to a purpose within that fund. The general fund is the only fund which should report a positive unassigned fund balance amount. Any negative unassigned fund balance represents expenditures incurred for specific purposes which exceeded the amounts restricted, committed, or assigned for that purpose.

As of the end of the current fiscal year, governmental funds reported combined ending fund balances of \$5.2 million, a decrease of about \$270,000 from the prior year. The governmental funds' combined ending fund balances were reported in the following classifications: restricted fund balance of \$2.4 million, committed fund balance of \$1.7 million, assigned fund balance of \$0.01 million and unassigned fund balance of \$1.2 million.

The general fund is the chief operating fund. At the end of the current fiscal year, the general fund reported aggregate fund balance of \$2.9 million, a decrease of about \$428,000 from the previous year. Committed fund balance of \$1.7 million and assigned fund balance of \$0.01 million represent 59.1% and 0.4% of total general fund balance respectively. Unassigned fund balance of \$1.2 million represents 40.5% of total general fund balance. As a measure of the general fund's liquidity, it may be useful to compare unassigned fund balance and total fund balance to total fund expenditures. General fund unassigned fund balance represents approximately 5.7% and of total general fund expenditures, while total general fund balance represents 14.4% of the same amounts.

General Fund Budgetary Highlights

The Town adopts an annual budget for its general fund, solid waste fund, and water 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 general fund expenditure budget of \$20,726,074 and the final amended expenditure budget of \$19,922,516 can be briefly summarized as follows:

TOWN OF HALIFAX, MASSACHUSETTS

Management's Discussion and Analysis

June 30, 2014

- ◆ Encumbrances and continuing appropriations (warrant articles) of \$1.0M were reduced from the original budget into future periods, and other transfers and legislative adjustments were recorded during the year.

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, 2014 amounts to \$22.7 million, which is net of accumulated depreciation of \$25.0 million. The Town's investment in capital assets for business-type activities as of June 30, 2014, amounts to \$8.3 million, which is net of accumulated depreciation of \$5.0 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>2014</u>	<u>2013</u>	<u>2014</u>	<u>2013</u>
Land	\$ 3,684	\$ 3,684	\$ 626	\$ 626
Construction in progress				
Buildings and related improvements	4,317	4,584	15	15
Improvements other than buildings	784	851		
Equipment, machinery, vehicles	1,116	1,138	101	131
Infrastructure	<u>12,793</u>	<u>13,410</u>	<u>7,564</u>	<u>7,756</u>
	<u>\$ 22,694</u>	<u>\$ 23,667</u>	<u>\$ 8,306</u>	<u>\$ 8,528</u>

The Town's major changes to governmental activities capital assets during 2014 consisted of purchases of equipment and vehicles approximating \$275,000 and building and related improvements of approximately \$66,000.

Long-term debt - At the end of the current fiscal year, the Town had total bonded debt outstanding of \$1.3 million and \$375,000 for the governmental and business-type activities, respectively. All debt is a general obligation of the Town. The Town maintains an Aa3 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 Street., Halifax, MA 02338-1338.

BASIC FINANCIAL STATEMENTS

TOWN OF HALIFAX, MASSACHUSETTS

Statement of Net Position

June 30, 2014

	Primary Government		
	Governmental Activities	Business-type Activities	Totals
<u>ASSETS</u>			
Cash and cash equivalents	\$ 6,250,322	\$ 1,336,332	\$ 7,586,654
Receivables, net of allowance for uncollectibles	3,283,584	224,727	3,508,311
Capital assets, net of accumulated depreciation	22,693,911	8,305,985	30,999,896
Total assets	<u>\$ 32,227,817</u>	<u>\$ 9,867,044</u>	<u>\$ 42,094,861</u>
<u>LIABILITIES</u>			
Accounts payable	\$ 711,574	\$ 52,655	\$ 764,229
Accrued interest payable	14,700	6,600	21,300
Provision for refund of paid taxes	357,188		357,188
Other liabilities	5,670		5,670
Noncurrent liabilities			
Due within one year	265,400	75,000	340,400
Due in more than one year	6,797,138	479,278	7,276,416
Total liabilities	8,151,670	613,533	8,765,203
<u>NET POSITION</u>			
Net investment in capital assets	21,613,911	7,930,985	29,544,896
Restricted	3,393,732		3,393,732
Unrestricted	(931,496)	1,322,526	391,030
Total net position	<u>24,076,147</u>	<u>9,253,511</u>	<u>33,329,658</u>
Total liabilities and net position	<u>\$ 32,227,817</u>	<u>\$ 9,867,044</u>	<u>\$ 42,094,861</u>

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

TOWN OF HALIFAX, MASSACHUSETTS
Statement of Activities
For the Year Ended June 30, 2014

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government		
					Governmental Activities	Business-type Activities	Totals
Primary government							
Governmental activities							
General government	\$ 5,475,918	\$ 89,772	\$ 1,190,329	\$	\$ (4,195,817)	\$	\$ (4,195,817)
Public safety	2,777,503	459,622	255,019		(2,062,862)		(2,062,862)
Education	11,813,999	71,738	3,238,173		(8,504,088)		(8,504,088)
Public works	2,296,603	350,255	160,488		(1,785,860)		(1,785,860)
Health and human services	514,137	41,500	191,063		(281,574)		(281,574)
Culture and recreation	428,184	101,893	55,725		(270,566)		(270,566)
Interest on long-term debt	51,930				(51,930)		(51,930)
State and county charges	114,804				(114,804)		(114,804)
Total governmental activities	23,473,078	1,114,780	5,090,797		(17,267,501)		(17,267,501)
Business-type activities							
Water	871,896	939,286				67,390	67,390
Total business-type activities	871,896	939,286				67,390	67,390
Total primary government	<u>\$ 24,344,974</u>	<u>\$ 2,054,066</u>	<u>\$ 5,090,797</u>	<u>\$</u>	<u>(17,267,501)</u>	<u>67,390</u>	<u>(17,200,111)</u>
General revenues							
Property taxes and payments in lieu					13,895,169		13,895,169
Excise taxes					892,874		892,874
Penalties and interest on taxes					138,819	400	139,219
Grants and contributions not restricted to specific programs					881,822		881,822
Investment income					2,046	1,213	3,259
Miscellaneous					73,920		73,920
Loss on disposal of capital assets					(29,770)		(29,770)
Transfers in					5,772		5,772
Transfers out					(35,000)	(5,772)	(40,772)
Total general revenues, special items and transfers					15,825,652	(4,159)	15,821,493
Change in net position					(1,441,849)	63,231	(1,378,618)
Net position - beginning of year					25,517,996	9,190,280	34,708,276
Net position - end of year					<u>\$ 24,076,147</u>	<u>\$ 9,253,511</u>	<u>\$ 33,329,658</u>

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

TOWN OF HALIFAX, MASSACHUSETTS
Balance Sheet - Governmental Funds
June 30, 2014

	<u>General Fund</u>	<u>Solid Waste Fund</u>	<u>Road Repair Fund</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
<u>ASSETS</u>					
Cash and cash equivalents	\$ 3,871,117	\$ 555,257	\$	\$ 1,823,948	\$ 6,250,322
Receivables	<u>2,716,388</u>	<u>53,221</u>	<u>953,406</u>	<u>58,868</u>	<u>3,781,883</u>
Total assets	<u>\$ 6,587,505</u>	<u>\$ 608,478</u>	<u>\$ 953,406</u>	<u>\$ 1,882,816</u>	<u>\$ 10,032,205</u>
<u>LIABILITIES</u>					
Accounts payable	\$ 667,173	\$ 11,916	\$	\$ 32,485	\$ 711,574
Provision for refund of paid taxes	357,188				357,188
Other liabilities	<u>5,670</u>				<u>5,670</u>
Total liabilities	1,030,031	11,916		32,485	1,074,432
<u>DEFERRED INFLOWS OF RESOURCES</u>					
Deferred revenue	<u>2,662,518</u>	<u>53,222</u>	<u>953,406</u>	<u>58,868</u>	<u>3,728,014</u>
Total deferred inflows of resources	2,662,518	53,222	953,406	58,868	3,728,014
<u>FUND BALANCES</u>					
Restricted		543,340		1,809,572	2,352,912
Committed	1,711,836				1,711,836
Assigned	11,912				11,912
Unassigned	<u>1,171,208</u>			<u>(18,109)</u>	<u>1,153,099</u>
Total fund balances	<u>2,894,956</u>	<u>543,340</u>		<u>1,791,463</u>	<u>5,229,759</u>
Total liabilities, deferred inflows and fund balances	<u>\$ 6,587,505</u>	<u>\$ 608,478</u>	<u>\$ 953,406</u>	<u>\$ 1,882,816</u>	<u>\$ 10,032,205</u>
Amounts reported for governmental activities in the statement of net assets are different because:					
Total fund balances of governmental funds				\$	5,229,759
Capital assets used in governmental activities are not financial resources and not reported in funds.					22,693,911
Other long-term assets are not available to pay for current-period expenditures and are deferred in funds.					3,728,014
Reporting of assets on a full accrual basis requires an estimate for uncollectable accounts.					(498,299)
Long-term liabilities are not due and payable in the current period and are not included in funds.					(7,062,538)
Reporting of liabilities on full accrual basis requires associated interest be accrued, reported net of subsidies.					<u>(14,700)</u>
Net position of governmental activities				\$	<u>24,076,147</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, 2014

	<u>General</u>	<u>Solid Waste Fund</u>	<u>Road Repair Fund</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
Revenues					
Property taxes and payments in lieu	\$ 13,733,863	\$	\$	\$	\$ 13,733,863
Excise taxes	955,857				955,857
Licenses and permits	185,645			80,663	266,308
Penalties and interest	151,604			9,218	160,822
Investment income	14,046	504		1,327	15,877
Charges for services	204,724	330,831		84,536	620,091
Contributions				48,782	48,782
Departmental and other	72,806			117,420	190,226
Intergovernmental	4,776,650			946,574	5,723,224
Total revenues	20,095,195	331,335		1,288,520	21,715,050
Expenditures					
Current:					
General government	4,733,298			53,970	4,787,268
Public safety	2,324,962			254,127	2,579,089
Education	11,068,381			513,670	11,582,051
Public works	1,215,302	316,788		64,749	1,596,839
Human services	444,253			109,226	553,479
Culture and recreation	352,939			83,572	436,511
State and county assessments	114,804				114,804
Debt service	279,630			20,400	300,030
Total expenditures	20,533,569	316,788		1,099,714	21,950,071
Revenues over (under) expenditures	(438,374)	14,547		188,806	(235,021)
Other financing sources (uses)					
Transfers in from other funds	56,118			11,237	67,355
Transfers out to other funds	(46,237)	(28,101)		(28,017)	(102,355)
Total other financing sources (uses)	9,881	(28,101)		(16,780)	(35,000)
Revenues and other financing sources over (under) expenditures and other financing uses	(428,493)	(13,554)		172,026	(270,021)
Fund balance, beginning of year	3,323,449	556,894		1,619,437	5,499,780
Fund balance, end of year	\$ 2,894,956	\$ 543,340	\$	\$ 1,791,463	\$ 5,229,759

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, 2014

Revenues and other financing sources over (under) expenditures and other financing uses	\$ (270,021)
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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.

Capital outlays during the fiscal year, net of disposals	340,644
Loss on disposal of capital assets	(23,998)
Depreciation recorded for the fiscal year	(1,290,187)

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.

Net change in deferred revenue	448,578
Net change in allowance for uncollectible accounts	(73,399)

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.

Principal payments on long-term debt	245,400
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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.

Net change in accrued interest expense	2,700
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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:

Landfill closure and monitoring liability	20,000
Other post employment benefits liability	(769,966)
Compensated absences	(71,600)

Change in net position of governmental activities	\$ (1,441,849)
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TOWN OF HALIFAX, MASSACHUSETTS
Statement of Net Position - Proprietary Funds
June 30, 2014

	<u>Business-Type Activities</u>
	<u>Water</u>
	<u>Enterprise/Totals</u>
<u>ASSETS</u>	
Cash and cash equivalents	\$ 1,336,332
Receivables, net of allowance for uncollectibles	224,727
Capital assets, net of accumulated depreciation	<u>8,305,985</u>
Total assets	<u>\$ 9,867,044</u>
<u>LIABILITIES</u>	
Accounts payable	\$ 52,655
Accrued interest payable	6,600
Noncurrent liabilities:	
Due within one year	75,000
Due in more than one year	<u>479,278</u>
Total liabilities	613,533
<u>NET POSITION</u>	
Net investment in capital assets	7,930,985
Unrestricted	<u>1,322,526</u>
Total net position	<u>9,253,511</u>
Total liabilities and net position	<u>\$ 9,867,044</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 Position - Proprietary Funds
For the Year Ended June 30, 2014

	<u>Business-Type Activities</u>
	<u>Water</u>
	<u>Enterprise Totals</u>
Operating revenues	
Charges for service	\$ 866,848
Penalties and interest	<u>400</u>
Total operating revenues	867,248
Operating expenses	
Salaries, wages and employee benefits	349,579
Operating expenses	286,177
Depreciation and amortization	<u>216,365</u>
Total operating expenses	<u>852,121</u>
Operating gain	15,127
Non operating revenues (expenses)	
Investment income	1,213
Other income - water tower lease	72,438
Interest expense	<u>(19,775)</u>
Total non operating revenue (expenses), net	<u>53,876</u>
Other financing uses	
Transfers out	<u>(5,772)</u>
Total other financing uses	<u>(5,772)</u>
Change in net position	63,231
Net position at beginning of year	<u>9,190,280</u>
Net position at end of year	<u><u>\$ 9,253,511</u></u>

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, 2014

	<u>Business-Type Activities</u>
	<u>Water</u>
	<u>Enterprise/Totals</u>
Cash flows from operating activities	
Receipts from customers and users	\$ 862,399
Payments to vendors	(263,421)
Payments to employees, including fringe benefits	<u>(317,816)</u>
Net cash provided by operating activities	281,162
Cash flows from noncapital financing activities	
Water tower lease	<u>72,438</u>
Net cash provided by non capital financing activities	72,438
Cash flows from capital and related financing activities	
Principal payments on bonds and notes	(75,000)
Interest expense	<u>(21,075)</u>
Net cash used for capital and related financing activities	(96,075)
Cash flows from investing activities	
Investment income	<u>1,213</u>
Net cash provided by investing activities	<u>1,213</u>
Net change in cash and cash equivalents	258,738
Cash and cash equivalents at beginning of year	<u>1,077,594</u>
Cash and cash equivalents at end of year	<u><u>\$ 1,336,332</u></u>
Reconciliation of operating income (loss) to net cash provided by operating activities	
Operating loss	\$ 15,127
Adjustments to reconcile operating income to net cash provided by operating activities:	
Depreciation and amortization	216,365
Changes in assets and liabilities:	
User fees receivable, net of allowance for collectibles	(4,849)
Accounts payable	22,756
Accrued compensated absences	(2,100)
Other post employment benefits	<u>33,863</u>
Total adjustments	<u>266,035</u>
Net cash provided by operating activities	<u><u>\$ 281,162</u></u>
Supplemental disclosure of noncash capital and related financing activities	
Capital assets transferred to the general fund	\$ 5,772

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

TOWN OF HALIFAX, MASSACHUSETTS
Statement of Net Position - Fiduciary Funds
June 30, 2014

	<u>OPEB Trust Fund</u>	<u>Private Purpose Trust Funds</u>	<u>Agency Accounts</u>
<u>ASSETS</u>			
Cash and cash equivalents	<u>\$ 105,791</u>	<u>\$ 6,973</u>	<u>\$ 245,149</u>
Total assets	<u><u>\$ 105,791</u></u>	<u><u>\$ 6,973</u></u>	<u><u>\$ 245,149</u></u>
<u>LIABILITIES</u>			
Accounts payable and other current liabilities	<u>\$</u>	<u>\$</u>	<u>\$ 245,149</u>
Total liabilities			245,149
<u>NET POSITION</u>			
Held in trust	<u>105,791</u>	<u>6,973</u>	<u></u>
Total liabilities and net position	<u><u>\$ 105,791</u></u>	<u><u>\$ 6,973</u></u>	<u><u>\$ 245,149</u></u>

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

TOWN OF HALIFAX, MASSACHUSETTS
Statement of Changes in Net Position - Fiduciary Funds
For the Year Ended June 30, 2014

	<u>OPEB Trust Fund</u>	<u>Private Purpose Trust Funds</u>
Additions:		
Interest	\$ 7	\$ 1
Transfers	<u>35,000</u>	<u> </u>
Change in net position	35,007	1
Net position at beginning of year	<u>70,784</u>	<u>6,972</u>
Net position at end of year	<u>\$ 105,791</u>	<u>\$ 6,973</u>

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

NOTES TO FINANCIAL STATEMENTS

TOWN OF HALIFAX, MASSACHUSETTS

Notes to Financial Statements

June 30, 2014

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 2014 Assessment</u>
Silver Lake Regional School District 130 Pembroke Street, Kingston, MA	To provide secondary education	\$ 4,583,668
Mayflower Municipal Health Group P.O. Box 3390, Plymouth, MA	To provide employee health benefits	\$ 1,584,008
Plymouth County Retirement Association Plymouth, MA	To provide employee pension benefits	\$ 891,701
Massachusetts Bay Transit Authority 45 High St., Boston, MA	To provide regional transportation services	\$ 49,204

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.

TOWN OF HALIFAX, MASSACHUSETTS

Notes to Financial Statements

June 30, 2014

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 Financial Accounting Standards Board ("FASB") issued through November 30, 1989 (when applicable) that do not conflict with or contradict the Government Accounting Standards Board ("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 is 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 Position, 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 position is reported in three parts: invested in capital assets (net of related debt), restricted net position, and unrestricted net position. 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 position resulting from the current year's activities.

TOWN OF HALIFAX, MASSACHUSETTS

Notes to Financial Statements

June 30, 2014

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, deferred inflows, liabilities, deferred outflows, fund balances, 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:

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:

Major Funds

- 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.
- Solid waste fund is used to account for activity related to the Town's residential curbside pick-up and recycling programs.
- Road repair fund is used to account for activity related to roadway projects reimbursed by the Commonwealth in accordance with Massachusetts General Law Chapter 90, Section 34.

Nonmajor governmental funds consist of other special revenue, capital projects and permanent funds that are aggregated and presented in the nonmajor governmental funds column of the governmental funds financial statements. The following describes the general use of these fund types:

- Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.
- Debt service funds are used to account for and report resources that are restricted, committed, or assigned to the expenditure for principal and interest and the accumulation of funds for the periodic payment of principal and interest on general long-term debt also for financial resources that are being accumulated for principal and interest maturing in future years. Currently, the Town does not utilize a debt service fund.
- Capital projects funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction major capital facilities and other capital assets (other than those financed by business-type/proprietary funds). Although the water fund is treated as an enterprise fund, the Town has elected to include the water fund capital project separately as a capital project fund.

TOWN OF HALIFAX, MASSACHUSETTS

Notes to Financial Statements

June 30, 2014

- Permanent funds are used to account for and report financial resources that are 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 position, 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 position and changes in net position and is reported using accounting principles similar to proprietary funds. The following is a description of the fiduciary funds:

- 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 and Other Post Employment Benefit ("OPEB") funds. 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.

TOWN OF HALIFAX, MASSACHUSETTS

Notes to Financial Statements

June 30, 2014

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.

C. Cash and Cash Equivalents

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 Position, 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.

TOWN OF HALIFAX, MASSACHUSETTS

Notes to Financial Statements

June 30, 2014

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 Position.

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 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.

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 Position. 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.

TOWN OF HALIFAX, MASSACHUSETTS

Notes to Financial Statements

June 30, 2014

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, other post employment benefits, 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 position 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.
- Restricted net position— Consists of net position 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 position— Consists of remaining net position that does 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 based on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in the funds can be spent. Fund balance can be classified in the following components:

- Nonspendable fund balance – consists of amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.

TOWN OF HALIFAX, MASSACHUSETTS

Notes to Financial Statements

June 30, 2014

- Restricted fund balance – consists of amounts upon which constraints have been placed on their use either (a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; (b) imposed by law through constitutional provisions or enabling legislation.
- Committed fund balance – consist of amounts which can only be used for specific purposes pursuant to constraints imposed by formal action of Town Meeting.
- Assigned fund balance – consist of amounts that are constrained by the Town's intent to be used for a specific purpose. Intent is expressed by either the governing body, or the officials directly responsible for departmental appropriations.
- Unassigned fund balance – represents the residual classification for the general fund. It represents amounts that have not been assigned to other funds and has not been restricted, committed, or assigned to specific purposes within the general fund.

The Town's spending policy is to spend restricted fund balance first, followed by committed, assigned and unassigned fund balance. Most governmental funds were designated for one purpose at the time of their creation. Therefore, any expenditure made from the fund will be allocated to the applicable fund balance classifications in the order of the aforementioned spending policy. The general fund and certain other funds may have more than one purpose.

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, 2014

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 fiscal year were funded in accordance with the General Laws of Massachusetts. The Town classifies fund equity in the fund financial statements as either nonspendable, restricted, committed, or assigned for specific purposes. The residual is reported as unassigned fund balance. As of June 30, 2014, the classification of the Town's fund balances can be detailed as follows:

	General Fund	Solid Waste Fund	Other Governmental Funds	Total
Restricted:				
General government	\$ -	\$ -	\$ 195,478	\$ 195,478
Public safety			450,183	450,183
Education			141,080	141,080
Public works		543,340	495,460	1,038,800
Human services			119,034	119,034
Culture & recreation			126,843	126,843
Debt service	-	-	281,494	281,494
subtotal	-	543,340	1,809,572	2,352,912
Committed:				
General government	255,107			255,107
Public safety	153,445			153,445
Education	118,868			118,868
Public works	1,159,111			1,159,111
Human services	8,200			8,200
Culture & recreation	17,105	-	-	17,105
subtotal	1,711,836	-	-	1,711,836
Assigned:				
General government	3,047			3,047
Public safety	40			40
Education	5,718			5,718
Public works	3,107	-	-	3,107
subtotal	11,912	-	-	11,912
Unassigned	<u>1,171,208</u>	<u>-</u>	<u>(18,109)</u>	<u>1,153,099</u>
Total	<u>\$ 2,894,956</u>	<u>\$ 543,340</u>	<u>\$ 1,791,463</u>	<u>\$ 5,229,759</u>

TOWN OF HALIFAX, MASSACHUSETTS

Notes to Financial Statements

June 30, 2014

When applicable other assigned fund balances represent appropriations of existing fund balance to fund the fiscal year 2014 operating budget. At the annual Town meeting for the fiscal year 2015 budget, \$501,605 and \$67,606 of free cash and overlay surplus were appropriated for specific purposes. These amounts have been classified above as committed fund balance for the intended purpose.

The Town's stabilization funds are reported with the General fund since the fund is designed to maintain funds set aside by town meeting votes, and is not funded by a specific revenue source. In accordance with Massachusetts General Law Chapter 40, Section 5B, for the purpose of creating one or more stabilization funds, towns may appropriate in any year an amount not exceeding, in the aggregate, 10% of the amount raised in the preceding fiscal year by taxation of real estate and personal property and the aggregate amount in such funds may not exceed 10% of the equalized valuation. At annual or special town meeting the Town with two-thirds vote may create a stabilization fund, specify or change the purpose of any stabilization fund, and appropriate into or out of any such fund. The Town's stabilization funds and year end balances are as follows:

Stabilization fund	\$ 619,448
Water protection stabilization fund	\$ 130,773

As of June 30, 2014 the Town reported fund deficits from other funds as listed below:

<u>Fund Name</u>	<u>Fund Type</u>	<u>Fund Deficit</u>
HEMP grant	Special revenue fund	\$ 1,086
Kindergarten full day grant	Special revenue fund	5,822
MADEP MAC grant	Special revenue fund	4,566
School lunch fund	Special revenue fund	<u>6,635</u>
		<u>\$ 18,109</u>

Fund deficits identified above that relate to cost reimbursement grants and will be covered by subsequent billings to awarding agencies. Receivables offset by deferred revenue have been recorded in the fund basis financial statements.

D. Restricted Net Position

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

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

Capital Project Fund Balances	\$ 565,387
Special Revenue Fund Balances:	
Road repair fund	953,406
Solid Waste fund	543,341
Cemetery perpetual care fund	260,352
Other special revenue funds	<u>1,071,246</u>
Total restricted net position	<u>\$ 3,393,732</u>

TOWN OF HALIFAX, MASSACHUSETTS

Notes to Financial Statements

June 30, 2014

Note 4. Cash and Cash Equivalents

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, 2014 deposits totaled \$8,148,963 (inclusive of \$110,166 cash equivalents – see below) for a total cash deposit balance of \$8,038,796 and had a carrying amount of \$7,944,567. Of the deposit amounts, \$7,360,166 was exposed to custodial credit risk at June 30, 2014 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 \$110,166 invested in money market mutual funds and certificates of deposits which are classified as a cash equivalent.

Custodial credit risk for investments is the risk that, in the event of the failure of the counter party to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party.

Interest rate risk is the risk that changes in market interest rates that will adversely affect the fair market value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair market value to changes in market interest rates.

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. Credit risk is measured by the assignment of a rating by a nationally recognized statistical rating organization. Obligations of the U.S. Government and certain of its agencies are not considered to have credit risk. Equity securities and equity mutual funds are not rated as to credit risk.

Concentration of credit risk – The risk of loss attributed to the magnitude of a government's investment in a single issuer.

Foreign currency risk – The risk that changes in exchange rates will adversely affect the fair value of an investment or a deposit.

TOWN OF HALIFAX, MASSACHUSETTS

Notes to Financial Statements

June 30, 2014

Note 5. Receivables

The Town reports the aggregate amount of receivables in the accompanying Statement of Net Position 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 Position.

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	\$ 543,702	\$ 26,799	\$ 516,903	\$ 489,833
Tax liens, deferrals and foreclosures	1,033,356		1,033,356	1,033,356
Motor vehicle and boat excise	147,272	25,000	122,272	147,272
Charges for service – ambulance fees	893,099	446,500	446,599	893,099
Septic betterments	58,868		58,868	58,868
Departmental and other	53,222		53,222	53,222
Intergovernmental				
Commonwealth highway awards	953,406		953,406	953,406
Commonwealth – other	<u>98,958</u>		<u>98,958</u>	<u>98,958</u>
Totals on a governmental fund basis	<u>3,781,883</u>	<u>-</u>	<u>-</u>	<u>\$ 3,278,014</u>
Totals on an entity wide basis	<u>\$ 3,781,883</u>	<u>\$498,299</u>	<u>\$ 3,283,584</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	\$ 100,307	\$ 2,650	\$ 97,657
Unbilled water rates	<u>131,000</u>	<u>3,930</u>	<u>127,070</u>
Totals	<u>\$ 231,307</u>	<u>\$ 6,580</u>	<u>\$ 224,727</u>

TOWN OF HALIFAX, MASSACHUSETTS
Notes to Financial Statements
June 30, 2014

Note 6. Capital Assets

Capital asset activity for the year ended June 30, 2014, was as follows:

	<u>Beginning Balances</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balances</u>
<u>Governmental activities</u>				
Capital assets not being depreciated:				
Land	\$ 3,683,770	\$ -	\$ -	\$ 3,683,770
Capital assets being depreciated:				
Buildings and related improvements	12,110,093	65,994		12,176,087
Improvements other than buildings	1,408,018	-		1,408,018
Equipment, machinery & vehicles	3,377,944	274,650	180,258	3,472,336
Infrastructure	<u>26,959,514</u>	<u>-</u>	<u>-</u>	<u>26,959,514</u>
Sub-total	43,855,569	340,644	180,258	44,015,955
Less accumulated depreciation:				
Buildings and related improvements	7,525,650	333,404		7,859,054
Improvements other than buildings	556,731	67,310		624,041
Equipment, machinery & vehicles	2,239,657	251,246	134,654	2,356,249
Infrastructure	<u>13,549,849</u>	<u>638,227</u>	<u>21,606</u>	<u>14,166,470</u>
Sub-total	<u>23,871,887</u>	<u>1,290,187</u>	<u>156,260</u>	<u>25,005,814</u>
Governmental capital assets, net	<u>\$ 23,667,452</u>	<u>\$ (949,543)</u>	<u>\$ (23,998)</u>	<u>\$ 22,693,911</u>
	<u>Beginning Balances</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balances</u>
<u>Business-type activities</u>				
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	406,863	-	35,650	371,213
Infrastructure	<u>12,300,994</u>	<u>-</u>	<u>-</u>	<u>12,300,994</u>
Sub-total	12,755,710	-	35,650	12,720,060
Less accumulated depreciation:				
Buildings and related improvements	32,079	960		33,039
Equipment, machinery & vehicles	275,793	24,022	29,878	269,937
Infrastructure	<u>4,546,017</u>	<u>191,383</u>	<u>-</u>	<u>4,737,400</u>
Sub-total	<u>4,853,889</u>	<u>216,365</u>	<u>29,878</u>	<u>5,040,376</u>
Business-type activities capital assets, net	<u>\$ 8,528,122</u>	<u>\$ (216,365)</u>	<u>\$ (5,772)</u>	<u>\$ 8,305,985</u>

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

Governmental activities:	
General government	\$ 26,940
Public safety	253,665
Education	188,839
Public works	791,574
Health and human services	17,898
Culture and recreation	<u>11,271</u>
Total depreciation expense – governmental activities	<u>\$ 1,290,187</u>
Business-type activities:	
Water/Total depreciation expense	<u>\$ 216,365</u>

TOWN OF HALIFAX, MASSACHUSETTS

Notes to Financial Statements

June 30, 2014

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, 2014, consisted of the following:

	<u>General Fund</u>	<u>Solid Waste Fund</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>	<u>Business- type Enterprise Fund</u>	<u>OPEB Trust Fund</u>
Amounts transferred from receipts reserved for appropriation and revolving funds to fund operating budget	\$ 28,017	\$ -	\$ (28,017)	\$ -	\$ -	\$ -
General fund transfers to other governmental Funds	(11,237)		11,237	-		
General fund transfers to fiduciary OPEB trust fund	(35,000)			(35,000)		35,000
Amounts transferred from solid waste fund to fund costs appropriated in general fund	21,768	(21,768)		-		
Amounts transferred from solid waste funds to fund indirect costs appropriated in general fund, net	<u>6,333</u>	<u>(6,333)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Totals on governmental fund basis	9,881	(28,101)	(16,780)	(35,000)	-	35,000
Assets transferred from business-type enterprise fund to general fund				<u>5,772</u>	<u>(5,772)</u>	<u>-</u>
Totals on entity-wide				(29,228)	(5,772)	35,000
Amounts transferred from other funds to fund indirect costs appropriated in general fund, net	<u>52,333</u>	<u>-</u>	<u>-</u>		<u>(52,333)</u>	<u>-</u>
Totals on budgetary basis	<u>\$ 62,214</u>	<u>\$ (28,101)</u>	<u>\$ (16,780)</u>		<u>\$(58,105)</u>	<u>\$35,000</u>

Note 8. Deferred inflows of resources

As of June 30, 2014, the Town reported aggregate deferred inflows of resources of \$3,728,014 in the governmental funds. This amount represents deferred revenues associated with receivables as detailed in Note 5 above.

TOWN OF HALIFAX, MASSACHUSETTS
Notes to Financial Statements
June 30, 2014

Note 9. Long-term Obligations

The following is a summary of changes in long-term obligations for the year ended June 30, 2014:

<u>Purpose</u>	<u>Balance July 01, 2013</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance June 30, 2014</u>	<u>Current Portion</u>
Governmental activities:					
MWPAT, Septic Betterment, dtd 8/1/02, subsidized interest, due 2021	\$ 83,000	\$ -	\$ 10,400	\$ 72,600	\$ 10,400
MWPAT, Pool Program, dtd 11/16/05, 0%, due 2025	130,000		10,000	120,000	10,000
Landfill capping, dtd 9/15/07, 3.8% - 5.0%, due 2023	900,000		90,000	810,000	90,000
Police Station Construction, dtd 4/1/01, 4.0% - 4.7%, due 2016	<u>405,000</u>	<u>-</u>	<u>135,000</u>	<u>270,000</u>	<u>135,000</u>
Total bonds payable	1,518,000	-	245,400	1,272,600	245,400
Landfill closure and monitoring liability	460,000		20,000	440,000	20,000
Other post employment benefits	3,669,672	1,161,590	391,624	4,439,638	
Compensated absences	<u>838,700</u>	<u>71,600</u>	<u>-</u>	<u>910,300</u>	<u>-</u>
Total governmental activities noncurrent Liabilities	<u>\$ 6,486,372</u>	<u>\$ 1,233,190</u>	<u>\$ 657,024</u>	<u>\$ 7,062,538</u>	<u>\$ 265,400</u>
	<u>Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance</u>	<u>Current</u>
	<u>July 01, 2013</u>			<u>June 30, 2014</u>	<u>Portion</u>
Business-type activities:					
Water bond, 4.53%, matures 2016	<u>\$450,000</u>	<u>\$ -</u>	<u>\$ 75,000</u>	<u>\$375,000</u>	<u>\$ 75,000</u>
Total bonds payable	450,000		75,000	375,000	75,000
Other post employment benefits	135,815	33,863		169,678	
Compensated absences	<u>11,700</u>	<u>-</u>	<u>2,100</u>	<u>9,600</u>	<u>-</u>
Total business-type activities noncurrent liabilities	<u>\$ 597,515</u>	<u>\$ 33,863</u>	<u>\$ 77,100</u>	<u>\$ 554,278</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.

TOWN OF HALIFAX, MASSACHUSETTS

Notes to Financial Statements

June 30, 2014

The annual requirements to amortize all general obligation bonds and loans outstanding as of June 30, 2014, including interest, are as follows:

Year Ending June 30,	<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>
2015	\$ 245,400	\$ 48,894	\$ 294,294	\$ 75,000	\$ 17,700	\$ 92,700
2016	245,400	38,162	283,562	75,000	14,250	89,250
2017	110,400	26,732	137,132	75,000	10,725	85,725
2018	110,400	22,097	132,497	75,000	7,163	82,163
2019	110,400	17,912	128,312	75,000	3,600	78,600
2020 – 2023	<u>450,600</u>	<u>30,720</u>	<u>481,320</u>	<u>-</u>	<u>-</u>	<u>-</u>
Totals	<u>\$ 1,272,600</u>	<u>\$ 184,517</u>	<u>\$ 1,457,117</u>	<u>\$375,000</u>	<u>\$ 53,438</u>	<u>\$ 428,438</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.

Unissued debt authorizations consist of the following at June 30, 2014:

<u>Purpose</u>	<u>Year(s) Authorized</u>	<u>Amount</u>
Repair, renovate and paint water tower	2012	<u>\$ 700,000</u>
Total authorized and unissued		<u>\$ 700,000</u>

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 Position. The Town pays assessments to the Silver Lake Regional School District and to Plymouth County that may include indirect debt service payments.

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, 2014.

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, 2014.

TOWN OF HALIFAX, MASSACHUSETTS

Notes to Financial Statements

June 30, 2014

Note 10. 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, 2014.

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 11. Employee Benefits

A. Retirement Benefits

Plan Description

The Town of Halifax, Massachusetts contributes for eligible employees to the Plymouth County Retirement Association (the "Association"), a cost-sharing multiple-employer defined benefit pension plan administered by the Plymouth County Retirement Association. The Association provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. The Association 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 a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to Plymouth County Retirement Association, 10 Cordage Park Circle, Suite 234, Plymouth, MA 02360. Teachers are covered by the Commonwealth of Massachusetts, Teachers Retirement System (TRS), to which the Town does not contribute.

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 which was equal to its required contribution (gross) is \$891,701, representing approximately 1.6% of the system wide employer assessments. The System offered a 2% discount to member Towns if the entire fiscal year assessment was paid by July 1st. The Town's discount was \$17,326 for a net payment of \$874,375. 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, 2013 and 2012 were \$840,177 and \$763,459 respectively, which were equal to the required contributions for each year.

TOWN OF HALIFAX, MASSACHUSETTS

Notes to Financial Statements

June 30, 2014

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, \$1,107,845 of pension benefits paid by the Commonwealth of Massachusetts on behalf of the Town is included in the accompanying Statement of Activities as general operating contributions and expense and in the accompanying Statement of Revenues, Expenditures and Changes in Fund Balance as general fund intergovernmental revenue and general 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 Position 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.

The number of participants as of June 30, 2011, the effective date of the OPEB valuation, was 186 which includes retirees, beneficiaries, and dependents of 61 and active members of 125. Benefits were paid to retirees, beneficiaries and dependents during the fiscal year ended June 30, 2014 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 2014, the Town contributed approximately \$347,000 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. The Town contributes at least 50% of the insurance premiums with the remainder funded through retiree contributions.

The Town has accepted provisions of MGL Chapter 32B, Section 20 which allow for the Town to establish a separate OPEB liability trust fund. During fiscal year 2014, the Town transferred \$35,000 from the overlay surplus to the trust fund.

TOWN OF HALIFAX, MASSACHUSETTS

Notes to Financial Statements

June 30, 2014

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.

	<u>Governmental Activities</u>	<u>Business-type Activities</u>
Annual required contribution	\$1,082,401	\$ 32,154
Interest on net OPEB obligation	147,365	4,854
Adjustment to annual required contribution	(318,610)	(10,496)
Amortization of actuarial (gain)/loss	250,434	7,351
Annual OPEB cost	1,161,590	33,863
Contributions made	391,624	
Increase in OPEB Obligation	769,966	33,863
Net OPEB obligation, beginning of year	3,669,672	135,815
Net OPEB obligation, end of year	<u>\$ 4,439,638</u>	<u>\$ 169,678</u>

The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for 2014 and the two preceding years were as follows:

Governmental Activities:

Fiscal Year <u>Ended</u>	Annual OPEB <u>Cost</u>	Percentage of Annual OPEB <u>Cost Contributed</u>	Net OPEB <u>Obligation</u>
6/30/2014	\$ 1,161,590	33.71%	\$ 4,439,638
6/30/2013	\$ 1,114,183	32.03%	\$ 3,669,672
6/30/2012	\$ 1,067,208	31.57%	\$ 2,922,720

Business-type Activities:

Fiscal Year <u>Ended</u>	Annual OPEB <u>Cost</u>	Percentage of Annual OPEB <u>Cost Contributed</u>	Net OPEB <u>Obligation</u>
6/30/2014	\$ 33,862	00.00%	\$ 169,677
6/30/2013	\$ 32,480	00.00%	\$ 135,815
6/30/2012	\$ 31,111	00.00%	\$ 103,335

TOWN OF HALIFAX, MASSACHUSETTS

Notes to Financial Statements

June 30, 2014

Funding Status and Schedule of Funding Progress

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

	(a)	(b)	(b) – (a)	(b) / (a)	(c)	[(b)-(a)]/(c)
Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liability (AAL)	Unfunded AAL (UAAL)	Funded Ratio	Covered Payroll	UAAL as a Percentage of Covered Payroll
1/1/2011	\$ 30,000	\$ 11,244,212	\$ 11,214,212	0.27%	N/A	N/A
1/1/2010	\$ -	\$ 10,977,707	\$ 10,977,707	0.00%	\$ 8,009,000	137.1%
7/1/2009	\$ -	\$ 10,711,202	\$ 10,711,202	0.00%	\$ 7,664,000	139.8%
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 July 1, 2011:

- 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%
Dental	8.0%	7.5%	7.0%	6.5%	6.0%	5.5%	5.0%

- General Inflation Assumption: 3.5% per annum
- Compensation Increases: 4.5% per annum
- Actuarial Value of Assets: Market Value
- Amortization of UAAL: Level dollar amortization over 30 years at transition
- Remaining Amortization Period: 27 years at July 1, 2011

TOWN OF HALIFAX, MASSACHUSETTS

Notes to Financial Statements

June 30, 2014

Note 12. 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 has placed a final cover on its landfill.

As of June 30, 2014, \$440,000 has been reported on the Town's statement of net position as an estimated liability for post-closure monitoring costs of the landfill, through 2036. Actual costs may change due to the finalizing of regulations with regulatory authorities, changing technology, and inflation.

Note 13. 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 Mayflower Municipal Health Group (Group), 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 Group reinsures itself for claims in excess of \$275,000 per person annually. Net position of the Group at June 30, 2014 was \$36.1 million.

The Town is self insured for unemployment compensation. The liability for the unemployment compensation program was not material at June 30, 2014.

Note 14. 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 15. Implementation of 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 #65, Items Previously Reported as Assets and Liabilities, which is required to be implemented in fiscal year 2014. This pronouncement was implemented in the current year. The pronouncement reclassified certain assets and liabilities as deferred outflows and deferred outflows of resources or deferred inflows of resources, certain items that were previously reported as assets and liabilities and recognizes, as outflows of resources or inflows of resources, certain items that were previously reported as assets and liabilities.

TOWN OF HALIFAX, MASSACHUSETTS

Notes to Financial Statements

June 30, 2014

The GASB issued Statement #66, *Technical Corrections – 2012, an amendment of GASB Statements No.10 and No. 62*, which is required to be implemented in fiscal year 2014. The pronouncement resolves conflicting guidance from issued pronouncement No. 54, regarding fund based reporting of risk financing activities. Also it amends No. 62 by modifying the specific guidance on accounting for (1) operating lease payments, (2) purchase of a loan or a group of loans, and (3) service fees. The Town doesn't believe this pronouncement will have a material effect upon the Town's financial statements.

The GASB issued Statement #69, *Government Combinations and Disposals of Government Operations*, which is required to be implemented in fiscal year 2014. The pronouncement addresses accounting and financial reporting issues associated with a variety of transactions, such as mergers, acquisitions, disposals and transfer of governmental operations. The Town doesn't anticipate this pronouncement will have an effect upon the Town's financial statements.

The GASB issued Statement #70, *Accounting and Financial Reporting for Nonexchange Financial Guarantees*, which is required to be implemented in fiscal year 2014. The pronouncement addresses accounting and financial reporting for financial guarantees extended by a government for the obligations of another government, not-for-profit, or private entity without directly receiving equal or approximately equal value in exchange for the guarantee. The Town doesn't anticipate the pronouncement will have an effect upon the Town's financial statements.

Future pronouncements

The GASB issued Statement #68, *Accounting and Financial Reporting for Pension*, which is required to be implemented in fiscal year 2015. The pronouncement requires governments providing defined benefit pensions to recognize their long term obligation for pension benefits as a liability and to more comprehensively and comparably measure the annual cost of pension benefits. It also enhances accountability and transparency through revised and additional note disclosures and required supplementary information. The pronouncement will have a material effect upon the Town's financial statements.

The GASB issued Statement #71, *Pension Transition for Contributions Made Subsequent to the Measurement Date- an amendment of GASB #68*, which is required to be implemented in fiscal year 2014. The pronouncement addresses transition provisions of GASB #68 for accounting amounts associated with contributions, if any, made by a local government or non-employer contributing entity to a defined benefit pension plan after the measurement date of the government's beginning net pension liability. The pronouncement will have a material effect upon the Town's financial statements.

REQUIRED SUPPLEMENTARY INFORMATION

TOWN OF HALIFAX, MASSACHUSETTS
Required Supplementary Information
Schedule of Funding Progress for the Town's Retiree Benefit Plan
June 30, 2014

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.

Actuarial Valuation Date	(a) Actuarial Value of Assets	(b) Actuarial Accrued Liability (AAL)	(b) – (a) Unfunded AAL (UAAL)	(b) / (a) Funded Ratio	(c) Covered Payroll	[(b)-(a)]/(c) UAAL as a Percentage of Covered Payroll
1/1/2011	\$ 30,000	\$ 11,244,212	\$ 11,214,212	0.27%	N/A	N/A
1/1/2010	\$ -	\$ 10,977,707	\$ 10,977,707	0.00%	\$ 8,009,000	137.1%
7/1/2009	\$ -	\$ 10,711,202	\$ 10,711,202	0.00%	\$ 7,664,000	139.8%
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.

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, 2011. 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%
Dental	8.0%	7.5%	7.0%	6.5%	6.0%	5.5%	5.0%

- General Inflation Assumption: 3.5% per annum
- Compensation Increases: 4.5% per annum
- Actuarial Value of Assets: Market Value
- Amortization of UAAL: Level dollar amortization over 30 years at transition
- Remaining Amortization Period: 27 years at July 1, 2011

See Independent Auditors' Report

TOWN OF HALIFAX, MASSACHUSETTS
Budgetary Comparison Schedule - General Fund
For the Fiscal Year Ended June 30, 2014

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
Revenues				
Property taxes	\$ 13,755,577	\$ 13,755,577	\$ 13,879,125	\$ 123,548
Excise taxes	813,000	813,000	955,857	142,857
Licenses, fees and permits	133,350	133,350	185,645	52,295
Penalties and interest	184,700	184,700	151,604	(33,096)
Investment interest	2,100	2,100	1,940	(160)
Charges for services	212,000	212,000	204,724	(7,276)
Departmental and other	104,000	104,000	72,806	(31,194)
Intergovernmental	<u>3,626,937</u>	<u>3,626,937</u>	<u>3,668,805</u>	<u>41,868</u>
Total revenues	18,831,664	18,831,664	19,120,506	288,842
Expenditures				
General government	3,871,286	3,896,386	3,677,786	218,600
Public safety	2,437,742	2,421,980	2,324,962	97,018
Education	11,124,184	11,096,657	11,068,381	28,276
Public works	2,072,649	1,287,204	1,215,302	71,902
Human services	437,430	449,710	444,253	5,457
Culture and recreation	374,459	362,255	352,939	9,316
State and county assessments	124,448	124,448	114,804	9,644
Debt service	<u>283,876</u>	<u>283,876</u>	<u>279,630</u>	<u>4,246</u>
Total expenditures	<u>20,726,074</u>	<u>19,922,516</u>	<u>19,478,057</u>	<u>444,459</u>
Revenues over (under) expenditures	(1,894,410)	(1,090,852)	(357,551)	733,301
Other financing sources (uses)				
Transfers in from other funds	177,583	375,451	108,451	(267,000)
Transfers out to other funds	<u>(35,000)</u>	<u>(45,000)</u>	<u>(46,237)</u>	<u>(1,237)</u>
Total other financing sources (uses)	<u>142,583</u>	<u>330,451</u>	<u>62,214</u>	<u>(268,237)</u>
Revenues and other financing sources over (under) expenditures and other financing uses	(1,751,827)	(760,401)	(295,337)	<u>\$ 465,064</u>
Fund balance, beginning of year			<u>2,929,903</u>	
Fund balance, end of year			<u>\$ 2,634,566</u>	
Other budget items				
Free cash appropriations	486,820	486,820		
Overlay surplus	110,000	150,000		
Carryover encumbrances	<u>1,155,007</u>	<u>123,581</u>		
Total other budget items	<u>1,751,827</u>	<u>760,401</u>		
Net budget	<u>\$</u>	<u>\$</u>		

See Independent Auditors' Report

TOWN OF HALIFAX, MASSACHUSETTS
 Budgetary Comparison Schedule - Solid Waste Fund
 For the Year Ended June 30, 2014

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	Variance with Final Budget Positive (Negative)
Revenues				
Charges for services	\$ 217,635	\$ 217,635	\$ 330,831	\$ 113,196
Investment interest	<u>400</u>	<u>400</u>	<u>504</u>	<u>104</u>
Total revenues	218,035	218,035	331,335	113,300
Expenditures				
Public works/Total	<u>347,313</u>	<u>334,463</u>	<u>316,788</u>	<u>17,675</u>
Revenues over (under) expenditures	(129,278)	(116,428)	14,547	130,975
Other financing sources (uses)				
Transfers out to other funds	<u>(16,233)</u>	<u>(28,101)</u>	<u>(28,101)</u>	
Total other financing sources (uses)	<u>(16,233)</u>	<u>(28,101)</u>	<u>(28,101)</u>	
Revenues and other financing sources over (under) expenditures and other financing uses	(145,511)	(144,529)	(13,554)	<u>\$ 130,975</u>
Fund balance, beginning of year			<u>556,894</u>	
Fund balance, end of year			<u>\$ 543,340</u>	
Other budget items				
Carryover encumbrances	1,577	(11,273)		
Solid Waste Retained Earnings	<u>143,934</u>	<u>155,802</u>		
Total other budget items	<u>145,511</u>	<u>144,529</u>		
Net budget	<u>\$</u>	<u>\$</u>		

See Independent Auditors' Report

TOWN OF HALIFAX, MASSACHUSETTS

Notes to Supplementary Information
June 30, 2014

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, 2014, is presented below:

	<u>Revenues</u>	<u>Expenditures</u>	<u>Other Financing Sources (Uses)</u>
As reported on a budgetary basis	\$ 19,120,506	\$ 19,478,057	\$ 62,214
Net activity of stabilization funds	12,106		-
Adjustment for water fund indirect costs paid from general fund		(52,333)	(52,333)
Adjustment of property tax revenues to modified accrual basis	(145,262)		
State funded teacher's pension	<u>1,107,845</u>	<u>1,107,845</u>	<u>-</u>
As reported on a GAAP basis	<u>\$ 20,095,195</u>	<u>\$ 20,533,569</u>	<u>\$ 9,881</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, 2014.



Lynch, Malloy, Marini, LLP

Certified Public Accountants & Advisors

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**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON
AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Honorable Board of Selectmen
Town of Halifax, Massachusetts

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the financial statements of Town of Halifax, Massachusetts, as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise the town of Halifax, Massachusetts' basic financial statements and have issued our report thereon dated April 21, 2015.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Town of Halifax's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town of Halifax's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Halifax's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in the accompanying schedule of findings and responses, we identified certain deficiencies in internal control that we consider to be material weaknesses.

A *deficiency in internal control* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We consider the deficiencies described in the accompanying schedule of findings and responses 2014-01 to be material weaknesses.

A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Town of Halifax, Massachusetts' financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Town of Halifax, Massachusetts' financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Town of Halifax, Massachusetts' Response to findings

Town of Halifax, Massachusetts' response to the findings identified in our audit is described in the accompanying schedule of findings and responses. Town of Halifax, Massachusetts' response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Lynch Malloy Marini, LLP

April 21, 2015
Norwell, Massachusetts

TOWN OF HALIFAX, MASSACHUSETTS
SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDED JUNE 30, 2014

FINDINGS – FINANCIAL STATEMENT AUDIT

Material Weakness

2014-01 - Implement procedures to reconcile cash timely and accurately

Criteria: The Town must provide adequate procedures to ensure timely and accurate reconciliation of cash accounts to maintain internal controls of the Town's cash balance and bank accounts.

The June 30, 2014 reconciliation of cash accounts was provided during the audit with variances between the treasurer and accountant. Although there was no change to the Town's overall cash position through audit adjustments, we identified differences between the treasurer's reconciliation and the accountant's reconciliation. There is also an unidentified difference between the bank statements and the cashbook. Subsequent to year end, cash reconciliations have not resolved the issues in the reconciliations.

Effect: Without complete and accurate reconciliation of cash accounts to the general ledger each month, the Town is at risk of overstating or understating cash balances.

Recommendation: We understand the Town has incrementally improved its cash reconciliation procedures over the past year and the difference in the variance has not increased significantly, however we continue to recommend the Town provide procedures for maintaining timely and accurate bank reconciliations throughout the year.

Management's Response: During fiscal year 2014, Treasurer implemented a more conventional and standardized cash book and reconciliation system. The Town also implemented a new financial management system that provides for an integrated cash book and general ledger. We expect to be up to date and timely with cash reconciliations by end fiscal year 2015.