

***TOWN OF LANCASTER, MASSACHUSETTS***

***REPORT ON EXAMINATION OF  
BASIC FINANCIAL STATEMENTS***

***YEAR ENDED JUNE 30, 2018***

TOWN OF LANCASTER, MASSACHUSETTS  
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JUNE 30, 2018

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100 Quannapowitt Parkway  
Suite 101  
Wakefield, MA 01880  
T. 781-914-1700  
F. 781-914-1701  
[www.powersandsullivan.com](http://www.powersandsullivan.com)

## **Independent Auditor's Report**

To the Honorable Board of Selectmen  
Town of Lancaster, 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 Lancaster, Massachusetts, as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the Town of Lancaster, Massachusetts' 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 of material misstatement, whether due to fraud or error.

## **Auditor's Responsibility**

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

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

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

## **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Lancaster, Massachusetts, as of June 30, 2018, 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 and required supplementary information, as listed in the table of contents, 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 January 29, 2019, on our consideration of the Town of Lancaster, Massachusetts' 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 the Town of Lancaster, Massachusetts' internal control over financial reporting and compliance.

A handwritten signature in black ink, appearing to read "Powers & Sullivan LLC", is written in a cursive style.

January 29, 2019

# ***Management's Discussion and Analysis***

## ***Management's Discussion and Analysis***

As management of the Town of Lancaster, Massachusetts (Town) we offer readers of these financial statements this narrative overview and analysis of the financial activities for the year ended June 30, 2018. The Town complies with financial reporting requirements issued by the Governmental Accounting Standards Board (GASB). We encourage readers to consider the information presented in this report.

The GASB is the authoritative standard setting body that provides guidance on how to prepare financial statements in conformity with generally accepted accounting principles (GAAP). Users of these financial statements (such as investors and rating agencies) rely on the GASB to establish consistent reporting standards for all governments in the United States. This consistent application is the only way users (including citizens, the media, legislators and others) can assess the financial condition of one government compared to others.

### **Financial Highlights**

- The assets and deferred outflows of resources of the Town of Lancaster exceeded its liabilities and deferred inflows of resources at the close of the most recent year by \$34.0 million (net position).
- At the close of the current year, the Town's general fund reported an ending fund balance of \$4.9 million, a decrease of \$85,000 in comparison with the prior year. Total fund balance represents 23.08% of general fund expenditures.
- The Town has recorded an \$8.2 million net pension liability in accordance with GASB #68 and has recorded a \$1.6 million other postemployment benefit (OPEB) liability.
- Beginning net position of the governmental activities have been revised to reflect the implementation of GASB Statement #75, "*Accounting and Financial Reporting for Postemployment Benefits Other than Pensions*". The implementation of this standard required the calculation of the OPEB liability to be revised due to the use of different methods and assumptions as previously required by GASB Statement #45, "*Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*". Accordingly, the Town's net position as of June 30, 2017, has been revised to reflect these changes. (See Note 16 for further details regarding the revised balance).

### ***Overview of the Financial Statements***

This discussion and analysis are intended to serve as an introduction to the Town of Lancaster's basic financial statements. These basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

**Government-wide financial statements.** The *government-wide financial statements* are designed to provide readers with a broad overview of finances, in a manner similar to private-sector business.

The *statement of net position* presents information on all assets, deferred outflows/inflows and liabilities, with the difference reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position is improving or deteriorating.

The *statement of activities* presents information showing how the government's net position changed during the most recent 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 periods (e.g., uncollected taxes).

Both of the government-wide financial statements report functions 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 include general government, public safety, education, public works, human services, culture and recreation, and interest. The business-type activities consist of water and solar field 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. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into three categories: governmental funds, proprietary funds and fiduciary funds.

**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 statements focus on *near-term inflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the 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 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 of Lancaster adopts an annual appropriated budget for its general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

**Proprietary funds.** The Town maintains one type of 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 enterprise funds to account for its water and solar field activities.

**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 own programs.

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

## **Government-wide Financial Analysis**

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. The Town of Lancaster's assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$34.0 million at the close of 2018, a decrease of \$2,700 from the prior year.

The largest portion of the Town's net position, \$28.5 million (83.97%), reflects its investment in capital assets (e.g., land, buildings, machinery, and equipment), less any related debt used to acquire those assets that are still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the investment in its capital assets is reported net of its 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 governmental net position \$1.3 million (3.86%) represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position is \$4.1 million (12.17%).

### **Governmental Activities**

Beginning net position of the governmental activities has been revised to reflect the implementation of GASB Statement #75. The implementation of this standard required the OPEB liability to be revised due to the use of different methods and assumptions as previously required by GASB Statement #45. Accordingly, previously reported net position of \$26.4 million has been revised and totals \$26.3 million.

The Town of Lancaster's assets and deferred outflows exceeded liabilities and deferred inflows for governmental activities by \$26.7 million at the close of 2018. Details are presented below.

	<u>2018</u>	<u>2017</u>
<b>Assets:</b>		
Current assets.....	\$ 8,526,579	\$ 10,256,500
Noncurrent assets (excluding capital).....	525,540	419,871
Capital assets, non depreciable.....	7,443,866	4,041,182
Capital assets, net of accumulated depreciation.....	<u>26,281,207</u>	<u>26,966,026</u>
<b>Total assets.....</b>	<b><u>42,777,192</u></b>	<b><u>41,683,579</u></b>
<b>Deferred outflows of resources.....</b>	<b>1,689,232</b>	<b>1,318,107</b>
<b>Liabilities:</b>		
Current liabilities (excluding debt).....	1,239,518	1,164,607
Noncurrent liabilities (excluding debt).....	9,261,067	9,259,100
Current debt.....	981,592	808,196
Noncurrent debt.....	<u>5,893,065</u>	<u>5,391,724</u>
<b>Total liabilities.....</b>	<b><u>17,375,242</u></b>	<b><u>16,623,627</u></b>
<b>Deferred inflows of resources.....</b>	<b>355,071</b>	<b>94,104</b>
<b>Net position:</b>		
Net investment in capital assets.....	27,127,305	26,885,065
Restricted.....	1,313,213	3,070,183
Unrestricted.....	<u>(1,704,407)</u>	<u>(3,671,293)</u>
<b>Total net position.....</b>	<b><u>\$ 26,736,111</u></b>	<b><u>\$ 26,283,955</u></b>



	2018	2017
<b>Program Revenues:</b>		
Charges for services.....	\$ 1,239,904	\$ 1,177,874
Operating grants and contributions.....	596,560	707,633
Capital grants and contributions.....	319,298	310,688
<b>General Revenues:</b>		
Real estate and personal property taxes, net of tax refunds payable.....	17,357,371	16,708,632
Tax and other liens.....	244,216	125,086
Motor vehicle and other excise taxes.....	1,189,787	1,100,043
Penalties and interest on taxes.....	129,443	98,064
Payments in lieu of taxes.....	90,772	92,159
Grants and contributions not restricted to specific programs.....	1,192,060	1,169,084
Unrestricted investment income.....	406,535	53,984
Gain (loss) on sale of capital assets.....	-	-
Miscellaneous.....	16,357	9,311
<b>Total revenues.....</b>	<b>22,782,303</b>	<b>21,552,558</b>
<b>Expenses:</b>		
General government.....	3,244,488	2,400,018
Public safety.....	3,234,269	3,038,896
Education.....	13,783,490	13,101,370
Public works.....	1,507,210	2,335,120
Health and human services.....	183,408	252,787
Culture and recreation.....	558,854	836,175
Interest.....	193,428	172,870
<b>Total expenses.....</b>	<b>22,705,147</b>	<b>22,137,236</b>
<b>Excess (Deficiency) before transfers.....</b>	<b>77,156</b>	<b>(584,678)</b>
<b>Transfers.....</b>	<b>375,000</b>	<b>-</b>
<b>Change in net position.....</b>	<b>452,156</b>	<b>(584,678)</b>
<b>Net position, beginning of year (as revised)....</b>	<b>26,283,955</b>	<b>26,868,633</b>
<b>Net position, end of year.....</b>	<b>\$ 26,736,111</b>	<b>\$ 26,283,955</b>

The governmental expenses totaled \$22.7 million of which \$2.2 million (9.49%) was directly supported by program revenues consisting of charges for services, operating and capital grants and contributions. General revenues totaled \$20.6 million, primarily coming from property taxes, motor vehicle excise, and non-restricted state aid.

Charges for services represent about 57.52% of governmental program revenues. The Town can exercise more control over this category of revenue than any other. Fees charged for services rendered are set by Town Meeting and Town boards.

Operating and capital grants and contributions account for 27.67% and 14.81% of the governmental program revenues. Most of these resources apply to general government and public works operations. These resources offset costs of those departments over and above the general fund operating budget.

Property taxes are the most significant revenue source for the Town's governmental activities. They comprise 76.19% of all revenues. Other taxes comprise 6.86% of the governmental activity's revenues.

### ***Business-type Activities***

Beginning net position of the business-type activities has been revised to reflect the implementation of GASB Statement #75. The implementation of this standard required the OPEB liability to be revised due to the use of different methods and assumptions as previously required by GASB Statement #45. Accordingly, previously reported net position of \$7.7 million has been revised and decreased by \$8,000.

For the Town's business-type activities, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$7.3 million at the close of 2018.

	2018	(As Revised) 2017
<b>Assets:</b>		
Current assets.....	\$ 7,212,399	\$ 3,505,229
Capital assets, non depreciable.....	314,277	194,192
Capital assets, net of accumulated depreciation.....	6,421,353	6,566,429
<b>Total assets.....</b>	<b>13,948,029</b>	<b>10,265,850</b>
<b>Deferred outflows of resources.....</b>	<b>106,828</b>	<b>114,492</b>
<b>Liabilities:</b>		
Current liabilities (excluding debt).....	623,054	76,519
Noncurrent liabilities (excluding debt).....	821,945	817,222
Current debt.....	389,812	190,000
Noncurrent debt.....	4,924,460	1,570,000
<b>Total liabilities.....</b>	<b>6,759,271</b>	<b>2,653,741</b>
<b>Deferred inflows of resources.....</b>	<b>32,374</b>	<b>8,518</b>
<b>Net position:</b>		
Net investment in capital assets.....	1,421,358	5,000,621
Unrestricted.....	5,841,854	2,717,462
<b>Total net position.....</b>	<b>\$ 7,263,212</b>	<b>\$ 7,718,083</b>

	2018	2017
<b>Program Revenues:</b>		
Charges for services.....	\$ 1,394,464	\$ 1,561,890
<b>General Revenues:</b>		
Unrestricted investment income.....	10,949	28,148
<b>Total revenues.....</b>	<b>1,405,413</b>	<b>1,590,038</b>
<b>Expenses:</b>		
Water.....	1,375,225	803,321
Solar.....	110,059	183,239
<b>Total expenses.....</b>	<b>1,485,284</b>	<b>986,560</b>
<b>Change in net position.....</b>	<b>(454,871)</b>	<b>603,478</b>
<b>Net position, beginning of year (as revised).....</b>	<b>7,718,083</b>	<b>7,114,605</b>
<b>Net position, end of year.....</b>	<b>\$ 7,263,212</b>	<b>\$ 7,718,083</b>

Business-type net position of \$1.4 million (19.57%) represents net investment in capital assets while \$5.8 million (80.43%) is unrestricted. The Town's business-type net position decreased by \$455,000 in 2018.

### ***Financial Analysis of the Governmental Funds***

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental funds.** 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. In particular, *fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the year.

At the end of the current year, the Town's governmental funds reported combined ending fund balances of \$6.2 million, the components of which are as follows: \$4.9 million in the general fund, \$88,000 in the capital project fund, and \$1.2 million in the nonmajor governmental funds. Cumulatively there was a decrease of \$1.8 million in fund balances from the prior year.

The general fund is the chief operating fund. At the end of the current year, unassigned fund balance of the general fund was \$4.6 million, which makes up 93.79% of total fund balance. Included in the amount is \$2.3 million of stabilization funds which have been reclassified as unassigned general fund in accordance with GASB Statement No. 54. The restricted balance of \$295,000 is for debt payments advanced funded by the MSBA. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance equals 21.65% of total general fund expenditures, while total fund balance equals 23.08% of that same amount.

The highway improvement fund is used to account for funds received for the State Highway Department which is used for construction, reconstruction and improvements of roadways. During the year, \$214,000 of reimbursements was received from the State all of which was spent on roadway improvements.

The capital projects fund balance decreased by \$1.5 million during the current year. This was due to the timing of the renovation to the Prescott Building which will be financed with bond proceeds.

The nonmajor funds decreased by \$221,000 during the current year. This decrease is due to a transfer out to the capital projects fund..

### ***General Fund Budgetary Highlights***

The difference between the original budget and the final budget was a decrease of \$2,000 that was due to budget adjustments in several appropriation line items, as voted per Articles at the Special Town Meetings.

### ***Capital Asset and Debt Administration***

Outstanding long-term debt for governmental activities, as of June 30, 2018, totaled \$6.6 million of which \$2.5 million is related to debt refunding, \$93,000 is for the Bartlett Dam repairs, \$40,000 is for the septic loan program and \$4.0 million is for the Prescott Building project. Outstanding long-term debt for the business-type activities, as of June 30, 2018, totaled \$5.1 million of which \$4.0 million related to water and \$1.1 million related to the solar fund.

Major capital events during the current year for governmental additions were \$4.4 million for land acquisition, Prescott Building renovations, vehicles, machinery and equipment, building improvements and infrastructure acquisitions. The water enterprise fund had additions of \$200,000 for a water main project and infrastructure and the solar enterprise fund had additions of \$23,000 for equipment.

Please refer to notes 4, 6, 7 and 8 for further discussion of the major capital and debt activity.

### ***Requests for Information***

This financial report is designed to provide a general overview of the Town of Lancaster'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 Finance Director, Town Hall, 695 Main Street, Lancaster, Massachusetts 01523.

## ***Basic Financial Statements***

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**STATEMENT OF NET POSITION**

JUNE 30, 2018

	Primary Government		
	Governmental Activities	Business-type Activities	Total
<b>ASSETS</b>			
<b>CURRENT:</b>			
Cash and cash equivalents.....	\$ 5,188,116	\$ 6,798,604	\$ 11,986,720
Investments.....	2,154,730	-	2,154,730
Receivables, net of allowance for uncollectibles:			
Real estate and personal property taxes.....	226,186	-	226,186
Tax liens.....	292,884	-	292,884
Motor vehicle and other excise taxes.....	119,876	-	119,876
User charges.....	-	413,795	413,795
Departmental and other.....	25,178	-	25,178
Special assessments.....	51,710	-	51,710
Tax foreclosures.....	467,899	-	467,899
Total current assets.....	8,526,579	7,212,399	15,738,978
<b>NONCURRENT:</b>			
Receivables, net of allowance for uncollectibles:			
Intergovernmental - other.....	525,540	-	525,540
Capital assets, nondepreciable.....	7,443,866	314,277	7,758,143
Capital assets, net of accumulated depreciation.....	26,281,207	6,421,353	32,702,560
Total noncurrent assets.....	34,250,613	6,735,630	40,986,243
<b>TOTAL ASSETS.....</b>	<b>42,777,192</b>	<b>13,948,029</b>	<b>56,725,221</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred outflows for refunding debt.....	36,354	-	36,354
Deferred outflows related to pensions.....	789,835	71,490	861,325
Deferred outflows related to other postemployment benefits.....	863,043	35,338	898,381
<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES.....</b>	<b>1,689,232</b>	<b>106,828</b>	<b>1,796,060</b>
<b>LIABILITIES</b>			
<b>CURRENT:</b>			
Warrants payable.....	375,773	603,816	979,589
Tax refunds payable.....	772,629	-	772,629
Accrued interest.....	52,367	19,238	71,605
Other liabilities.....	743	-	743
Capital lease obligations.....	38,006	-	38,006
Bonds payable.....	981,592	389,812	1,371,404
Total current liabilities.....	2,221,110	1,012,866	3,233,976
<b>NONCURRENT:</b>			
Capital lease obligations.....	256,898	-	256,898
Net pension liability.....	7,519,956	680,650	8,200,606
Net other postemployment benefits liability.....	1,484,213	141,295	1,625,508
Bonds payable.....	5,893,065	4,924,460	10,817,525
Total noncurrent liabilities.....	15,154,132	5,746,405	20,900,537
<b>TOTAL LIABILITIES.....</b>	<b>17,375,242</b>	<b>6,759,271</b>	<b>24,134,513</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Deferred inflows related to pensions.....	304,814	27,590	332,404
Deferred inflows related to other postemployment benefits.....	50,257	4,784	55,041
<b>TOTAL DEFERRED INFLOWS OF RESOURCES.....</b>	<b>355,071</b>	<b>32,374</b>	<b>387,445</b>
<b>NET POSITION</b>			
Net investment in capital assets.....	27,127,305	1,421,358	28,548,663
Restricted for:			
Debt service.....	295,083	-	295,083
Permanent funds:			
Expendable.....	174,030	-	174,030
Nonexpendable.....	398,695	-	398,695
Gifts and grants.....	445,405	-	445,405
Unrestricted.....	(1,704,407)	5,841,854	4,137,447
<b>TOTAL NET POSITION.....</b>	<b>\$ 26,736,111</b>	<b>\$ 7,263,212</b>	<b>\$ 33,999,323</b>

See notes to basic financial statements.

# STATEMENT OF ACTIVITIES

YEAR ENDED JUNE 30, 2018

		Program Revenues			
Functions/Programs	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Net (Expense) Revenue
Primary Government:					
Governmental Activities:					
General government.....	\$ 3,244,488	\$ 444,858	\$ 450,448	\$ -	\$ (2,349,182)
Public safety.....	3,234,269	444,309	-	-	(2,789,960)
Education.....	13,783,490	-	-	-	(13,783,490)
Public works.....	1,507,210	235,155	9,700	319,298	(943,057)
Health and human services.....	183,408	115,560	-	-	(67,848)
Culture and recreation.....	558,854	22	136,412	-	(422,420)
Interest.....	193,428	-	-	-	(193,428)
Total Governmental Activities.....	22,705,147	1,239,904	596,560	319,298	(20,549,385)
Business-Type Activities:					
Water.....	1,375,225	1,203,545	-	-	(171,680)
Solar Field.....	110,059	190,919	-	-	80,860
Total Business-Type Activities.....	1,485,284	1,394,464	-	-	(90,820)
Total Primary Government.....	\$ 24,190,431	\$ 2,634,368	\$ 596,560	\$ 319,298	\$ (20,640,205)

(Continued)

See notes to basic financial statements.



# STATEMENT OF ACTIVITIES (continued)

YEAR ENDED JUNE 30, 2018

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
<b>Changes in net position:</b>			
Net (expense) revenue from previous page.....	\$ (20,549,385)	\$ (90,820)	\$ (20,640,205)
<i>General revenues:</i>			
Real estate and personal property taxes, net of tax refunds payable.....	17,357,371	-	17,357,371
Tax and other liens.....	244,216	-	244,216
Motor vehicle and other excise taxes.....	1,189,787	-	1,189,787
Penalties and interest on taxes.....	129,443	-	129,443
Payments in lieu of taxes.....	90,772	-	90,772
Grants and contributions not restricted to specific programs.....	1,192,060	-	1,192,060
Unrestricted investment income.....	406,535	10,949	417,484
Miscellaneous.....	16,357	-	16,357
<i>Transfers, net</i> .....	375,000	(375,000)	-
Total general revenues and transfers.....	21,001,541	(364,051)	20,637,490
Change in net position.....	452,156	(454,871)	(2,715)
<i>Net position:</i>			
Beginning of year (as revised).....	26,283,955	7,718,083	34,002,038
End of year.....	\$ 26,736,111	\$ 7,263,212	\$ 33,999,323

(Concluded)

See notes to basic financial statements.

**GOVERNMENTAL FUNDS  
BALANCE SHEET**

JUNE 30, 2018

	General	Highway Improvement Fund	Capital Projects Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>ASSETS</b>					
Cash and cash equivalents.....	\$ 4,032,412	\$ -	\$ 276,889	\$ 878,815	\$ 5,188,116
Investments.....	1,430,916	-	-	723,814	2,154,730
Receivables, net of uncollectibles:					
Real estate and personal property taxes.....	226,186	-	-	-	226,186
Tax liens.....	292,884	-	-	-	292,884
Motor vehicle and other excise taxes.....	119,876	-	-	-	119,876
Departmental and other.....	25,178	-	-	-	25,178
Intergovernmental.....	-	525,540	-	-	525,540
Special assessments.....	-	-	-	51,710	51,710
Tax foreclosures.....	467,899	-	-	-	467,899
Due from other funds.....	322,541	-	-	-	322,541
<b>TOTAL ASSETS.....</b>	<b>\$ 6,917,892</b>	<b>\$ 525,540</b>	<b>\$ 276,889</b>	<b>\$ 1,654,339</b>	<b>\$ 9,374,660</b>
<b>LIABILITIES</b>					
Warrants payable.....	\$ 148,606	\$ -	\$ 189,017	\$ 38,150	\$ 375,773
Tax refunds payable.....	772,629	-	-	-	772,629
Due to other funds.....	-	-	-	322,541	322,541
Other liabilities.....	743	-	-	-	743
<b>TOTAL LIABILITIES.....</b>	<b>921,978</b>	<b>-</b>	<b>189,017</b>	<b>360,691</b>	<b>1,471,686</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>					
Unavailable revenue.....	1,132,019	525,540	-	51,709	1,709,268
<b>FUND BALANCES</b>					
Nonspendable.....	-	-	-	356,891	356,891
Restricted.....	295,083	-	87,872	885,048	1,268,003
Assigned.....	7,186	-	-	-	7,186
Unassigned.....	4,561,626	-	-	-	4,561,626
<b>TOTAL FUND BALANCES.....</b>	<b>4,863,895</b>	<b>-</b>	<b>87,872</b>	<b>1,241,939</b>	<b>6,193,706</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES.....</b>	<b>\$ 6,917,892</b>	<b>\$ 525,540</b>	<b>\$ 276,889</b>	<b>\$ 1,654,339</b>	<b>\$ 9,374,660</b>

See notes to basic financial statements.

**RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET  
TOTAL FUND BALANCES TO THE STATEMENT OF NET POSITION**

JUNE 30, 2018

Total governmental fund balances.....	\$ 6,193,706
Capital assets (net) used in governmental activities are not financial resources and, therefore, are not reported in the funds.....	33,725,073
Accounts receivable are not available to pay for current-period expenditures and, therefore, are unavailable in the funds.....	1,709,268
The statement of net position includes certain deferred inflows of resources and deferred outflows of resources that will be amortized over future periods. In governmental funds, these amounts are not deferred.....	1,334,161
In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.....	(52,367)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds:	
Bonds payable.....	(6,874,657)
Net pension liability.....	(7,519,956)
Net other postemployment benefits liability.....	(1,484,213)
Capital lease obligations.....	<u>(294,904)</u>
Net effect of reporting long-term liabilities.....	<u>(16,173,730)</u>
Net position of governmental activities.....	<u>\$ 26,736,111</u>

See notes to basic financial statements.

**GOVERNMENTAL FUNDS**  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

YEAR ENDED JUNE 30, 2018

	General	Highway Improvement Fund	Capital Projects Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>REVENUES:</b>					
Real estate and personal property taxes, net of tax refunds.....	\$ 17,437,287	\$ -	\$ -	\$ -	\$ 17,437,287
Tax liens.....	157,833	-	-	-	157,833
Motor vehicle and other excise taxes.....	1,172,622	-	-	-	1,172,622
Penalties and interest on taxes.....	129,443	-	-	-	129,443
Payments in lieu of taxes.....	90,772	-	-	-	90,772
Intergovernmental - other.....	1,192,060	213,629	-	448,285	1,853,974
Departmental and other.....	576,632	-	100,000	500,548	1,177,180
Special assessments.....	-	-	-	241,378	241,378
Investment income.....	280,242	-	-	126,293	406,535
Miscellaneous.....	-	-	-	16,357	16,357
<b>TOTAL REVENUES.....</b>	<b>21,036,891</b>	<b>213,629</b>	<b>100,000</b>	<b>1,332,861</b>	<b>22,683,381</b>
<b>EXPENDITURES:</b>					
Current:					
General government.....	1,967,047	-	3,718,287	180,619	5,865,953
Public safety.....	1,922,635	-	-	584,604	2,507,239
Education.....	13,200,317	-	-	-	13,200,317
Public works.....	670,565	213,629	-	526,917	1,411,111
Health and human services.....	147,935	-	-	-	147,935
Culture and recreation.....	403,070	-	-	3,263	406,333
Pension benefits.....	508,868	-	-	-	508,868
Property and liability insurance.....	100,654	-	-	-	100,654
Employee benefits.....	1,070,580	-	-	-	1,070,580
State and county charges.....	134,350	-	-	-	134,350
Debt service:					
Principal.....	770,800	-	-	8,006	778,806
Interest.....	177,025	-	-	-	177,025
<b>TOTAL EXPENDITURES.....</b>	<b>21,073,846</b>	<b>213,629</b>	<b>3,718,287</b>	<b>1,303,409</b>	<b>26,309,171</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....</b>	<b>(36,955)</b>	<b>-</b>	<b>(3,618,287)</b>	<b>29,452</b>	<b>(3,625,790)</b>
<b>OTHER FINANCING SOURCES (USES):</b>					
Issuance of bonds.....	-	-	1,293,000	-	1,293,000
Premium from issuance of bonds.....	-	-	189,933	-	189,933
Transfers in.....	375,000	-	673,198	-	1,048,198
Transfers out.....	(423,198)	-	-	(250,000)	(673,198)
<b>TOTAL OTHER FINANCING SOURCES (USES)....</b>	<b>(48,198)</b>	<b>-</b>	<b>2,156,131</b>	<b>(250,000)</b>	<b>1,857,933</b>
<b>NET CHANGE IN FUND BALANCES.....</b>	<b>(85,153)</b>	<b>-</b>	<b>(1,462,156)</b>	<b>(220,548)</b>	<b>(1,767,857)</b>
<b>FUND BALANCES AT BEGINNING OF YEAR.....</b>	<b>4,949,048</b>	<b>-</b>	<b>1,550,028</b>	<b>1,462,487</b>	<b>7,961,563</b>
<b>FUND BALANCES AT END OF YEAR.....</b>	<b>\$ 4,863,895</b>	<b>\$ -</b>	<b>\$ 87,872</b>	<b>\$ 1,241,939</b>	<b>\$ 6,193,706</b>

See notes to basic financial statements.

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF ACTIVITIES**

YEAR ENDED JUNE 30, 2018

Net change in fund balances - total governmental funds.....		\$ (1,767,857)
Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.		
Capital outlay.....	4,319,044	
Depreciation expense.....	<u>(1,601,179)</u>	
Net effect of reporting capital assets.....		2,717,865
Revenues in the Statement of Activities that do not provide current financial resources are unavailable in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable differ between the two statements. This amount represents the net change in unavailable revenue.....		
		98,922
The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction has any effect on net position. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are unavailable and amortized in the Statement of Activities.		
Principal payments on capital leases.....	36,751	
Issuance of bonds.....	(1,293,000)	
Premium from issuance of bonds.....	(189,933)	
Net amortization of premium from issuance of bonds.....	29,390	
Net change in deferred charge on refunding.....	(16,820)	
Debt service principal payments.....	<u>778,806</u>	
Net effect of reporting long-term debt.....		(654,806)
Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.		
Net change in accrued interest on long-term debt.....	(28,973)	
Net change in deferred outflow/(inflow) of resources related to pensions.....	(685,808)	
Net change in net pension liability.....	195,798	
Net change in deferred outflow/(inflow) of resources related to other postemployment benefits.....	812,786	
Net change in net other postemployment benefits liability.....	<u>(235,771)</u>	
Net effect of recording long-term liabilities.....		<u>58,032</u>
Change in net position of governmental activities.....		<u>\$ 452,156</u>

See notes to basic financial statements.

**PROPRIETARY FUNDS**  
STATEMENT OF NET POSITION

JUNE 30, 2018

	Business-type Activities - Enterprise Funds		
	Water	Solar Field	Total
<b>ASSETS</b>			
<b>CURRENT:</b>			
Cash and cash equivalents.....	\$ 6,434,358	\$ 364,246	\$ 6,798,604
Receivables, net of allowance for uncollectibles:			
User charges.....	413,795	-	413,795
Total current assets.....	6,848,153	364,246	7,212,399
<b>NONCURRENT:</b>			
Capital assets, non depreciable.....	314,277	-	314,277
Capital assets, net of accumulated depreciation.....	4,343,438	2,077,915	6,421,353
Total noncurrent assets.....	4,657,715	2,077,915	6,735,630
<b>TOTAL ASSETS.....</b>	<b>11,505,868</b>	<b>2,442,161</b>	<b>13,948,029</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred outflows related to pensions.....	71,490	-	71,490
Deferred outflows related to other postemployment benefits.....	35,338	-	35,338
<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES.....</b>	<b>106,828</b>	<b>-</b>	<b>106,828</b>
<b>LIABILITIES</b>			
<b>CURRENT:</b>			
Warrants payable.....	603,816	-	603,816
Accrued interest.....	6,879	12,359	19,238
Bonds payable.....	314,812	75,000	389,812
Total current liabilities.....	925,507	87,359	1,012,866
<b>NONCURRENT:</b>			
Net pension liability.....	680,650	-	680,650
Net other postemployment benefits liability.....	141,295	-	141,295
Bonds payable.....	3,889,460	1,035,000	4,924,460
Total noncurrent liabilities.....	4,711,405	1,035,000	5,746,405
<b>TOTAL LIABILITIES.....</b>	<b>5,636,912</b>	<b>1,122,359</b>	<b>6,759,271</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Deferred inflows related to pensions.....	27,590	-	27,590
Deferred inflows related to other postemployment benefits.....	4,784	-	4,784
<b>TOTAL DEFERRED INFLOWS OF RESOURCES.....</b>	<b>32,374</b>	<b>-</b>	<b>32,374</b>
<b>NET POSITION</b>			
Net investment in capital assets.....	453,443	967,915	1,421,358
Unrestricted.....	5,489,967	351,887	5,841,854
<b>TOTAL NET POSITION.....</b>	<b>\$ 5,943,410</b>	<b>\$ 1,319,802</b>	<b>\$ 7,263,212</b>

See notes to basic financial statements.

**PROPRIETARY FUNDS**  
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

YEAR ENDED JUNE 30, 2018

	Business-type Activities - Enterprise Funds		
	Water	Solar Field	Total
<b>OPERATING REVENUES:</b>			
Charges for services.....	\$ 1,203,545	\$ 190,919	\$ 1,394,464
<b>OPERATING EXPENSES:</b>			
Cost of services and administration.....	1,160,732	24,208	1,184,940
Depreciation.....	184,281	63,838	248,119
<b>TOTAL OPERATING EXPENSES.....</b>	<b>1,345,013</b>	<b>88,046</b>	<b>1,433,059</b>
<b>OPERATING INCOME (LOSS).....</b>	<b>(141,468)</b>	<b>102,873</b>	<b>(38,595)</b>
<b>NONOPERATING REVENUES (EXPENSES):</b>			
Investment income.....	10,949	-	10,949
Interest expense.....	(30,212)	(22,013)	(52,225)
<b>TOTAL NONOPERATING REVENUES (EXPENSES), NET.....</b>	<b>(19,263)</b>	<b>(22,013)</b>	<b>(41,276)</b>
<b>INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS.....</b>	<b>(160,731)</b>	<b>80,860</b>	<b>(79,871)</b>
<b>TRANSFERS:</b>			
Transfers out.....	(375,000)	-	(375,000)
<b>CHANGE IN NET POSITION.....</b>	<b>(535,731)</b>	<b>80,860</b>	<b>(454,871)</b>
<b>NET POSITION AT BEGINNING OF YEAR (as revised).....</b>	<b>6,479,141</b>	<b>1,238,942</b>	<b>7,718,083</b>
<b>NET POSITION AT END OF YEAR.....</b>	<b>\$ 5,943,410</b>	<b>\$ 1,319,802</b>	<b>\$ 7,263,212</b>

See notes to basic financial statements.

**PROPRIETARY FUNDS**  
**STATEMENT OF CASH FLOWS**

YEAR ENDED JUNE 30, 2018

	<u>Business-type Activities - Enterprise Funds</u>		
	<u>Water</u>	<u>Solar Field</u>	<u>Total</u>
<b><u>CASH FLOWS FROM OPERATING ACTIVITIES:</u></b>			
Receipts from customers and users.....	\$ 1,172,321	\$ 190,919	\$ 1,363,240
Payments to vendors.....	(553,462)	(24,208)	(577,670)
Payments to employees.....	(30,554)	-	(30,554)
NET CASH FROM OPERATING ACTIVITIES.....	<u>588,305</u>	<u>166,711</u>	<u>755,016</u>
<b><u>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:</u></b>			
Transfers out.....	(375,000)	-	(375,000)
<b><u>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</u></b>			
Proceeds from the issuance of bonds.....	3,500,000	-	3,500,000
Premium from the issuance of bonds.....	244,272	-	244,272
Acquisition and construction of capital assets.....	(200,240)	(22,888)	(223,128)
Principal payments on bonds and notes.....	(115,000)	(75,000)	(190,000)
Interest expense.....	(24,150)	(22,013)	(46,163)
NET CASH FROM CAPITAL AND RELATED FINANCING ACTIVITIES.....	<u>3,404,882</u>	<u>(119,901)</u>	<u>3,284,981</u>
<b><u>CASH FLOWS FROM INVESTING ACTIVITIES:</u></b>			
Investment income.....	10,949	-	10,949
NET CHANGE IN CASH AND CASH EQUIVALENTS.....	3,629,136	46,810	3,675,946
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR.....	<u>2,805,222</u>	<u>317,436</u>	<u>3,122,658</u>
CASH AND CASH EQUIVALENTS AT END OF YEAR.....	<u>\$ 6,434,358</u>	<u>\$ 364,246</u>	<u>\$ 6,798,604</u>
<b><u>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH</u></b>			
<b><u>FROM OPERATING ACTIVITIES:</u></b>			
Operating income (loss).....	\$ (141,468)	\$ 102,873	\$ (38,595)
Adjustments to reconcile operating income to net cash from operating activities:			
Depreciation.....	184,281	63,838	248,119
Deferred (outflows)/inflows related to pensions.....	62,074	-	62,074
Deferred (outflows)/inflows related to other postemployment benefits.....	(30,554)	-	(30,554)
Changes in assets and liabilities:			
User charges.....	(31,224)	-	(31,224)
Warrants payable.....	540,473	-	540,473
Net pension liability.....	(17,722)	-	(17,722)
Other postemployment benefits.....	22,445	-	22,445
Total adjustments.....	<u>729,773</u>	<u>63,838</u>	<u>793,611</u>
NET CASH FROM OPERATING ACTIVITIES.....	<u>\$ 588,305</u>	<u>\$ 166,711</u>	<u>\$ 755,016</u>

See notes to basic financial statements.



**FIDUCIARY FUNDS**  
STATEMENT OF FIDUCIARY NET POSITION

JUNE 30, 2018

	Other Postemployment Benefit Trust Fund	Agency Funds
<b>ASSETS</b>		
Cash and cash equivalents.....	\$ -	\$ 9,065
Investments:		
Investments in Pension Reserve Investment Trust.....	1,973,084	-
<b>TOTAL ASSETS</b> .....	1,973,084	9,065
<b>LIABILITIES</b>		
Liabilities due depositors.....	-	9,065
Restricted for other postemployment benefits.....	\$ 1,973,084	\$ -

See notes to basic financial statements.

**FIDUCIARY FUNDS**  
**STATEMENT OF CHANGES IN FIDUCIARY NET POSITION**

YEAR ENDED JUNE 30, 2018

	Other Postemployment Benefit Trust Fund
<b><u>ADDITIONS:</u></b>	
Contributions:	
Employer contributions.....	\$ 491,838
Employer contributions for other postemployment benefit payments.....	<u>110,959</u>
Total contributions.....	<u>602,797</u>
Net investment income:	
Investment income.....	<u>143,565</u>
TOTAL ADDITIONS.....	<u>746,362</u>
<b><u>DEDUCTIONS:</u></b>	
Other postemployment benefit payments.....	<u>110,959</u>
NET INCREASE (DECREASE) IN NET POSITION.....	635,403
NET POSITION AT BEGINNING OF YEAR.....	<u>1,337,681</u>
NET POSITION AT END OF YEAR.....	<u><u>\$ 1,973,084</u></u>

See notes to basic financial statements.

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accompanying basic financial statements of the Town of Lancaster, Massachusetts (Town) have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is the recognized standard-setting body for establishing governmental accounting and financial reporting principles. The significant accounting policies are described herein.

**A. Reporting Entity**

The Town is a municipal corporation governed by an elected Board of Selectmen and an appointed Town Administrator.

For financial reporting purposes, the Town has included all funds, organizations, agencies, boards, commissions and institutions. The Town has also considered all potential component units for which it is financially accountable as well as other organizations for which the nature and significance of their relationship with the Town are such that exclusion would cause the basic financial statements to be misleading or incomplete. As required by GAAP, these basic financial statements present the Town (the primary government) and its component units. The Town has no component units.

**B. Joint Ventures**

A joint venture is an organization (resulting from a contractual arrangement) that is owned, operated or governed by two or more participants as a separate and specific activity subject to joint control in which the participants retain an ongoing financial interest or ongoing financial responsibility. Joint control means that no single participant has the ability to unilaterally control the financial or operating policies of the joint venture.

The Town participates in a joint venture with the Nashoba Regional School District. This joint venture is designed to pool resources and share the costs, risks and rewards of providing educational services. The Town is committed to pay its proportionate share of the principal and interest on the indebtedness incurred by the Nashoba Regional School District for the purpose of renovating, reconstructing, and equipping the Nashoba Regional High School. The Town's 2018 assessment totaled \$11,925,948. Complete financial statements for the Nashoba Regional School District can be obtained by contacting their administrative office at 50 Mechanic Street, Bolton, Massachusetts 01740.

The Town has entered into a joint venture with the Minuteman Regional Vocational Technical School District along with other municipalities to pool resources and share the costs, risk and rewards of providing educational services. The Town has no equity interest in this joint venture. For 2018, the Town's annual assessment totaled \$1,274,369. Complete financial statements for the Minuteman Regional Vocational Technical School District can be obtained by contacting their administrative offices at 758 Marrett Road, Lexington, Massachusetts 02421.

**C. Government-Wide and Fund Financial Statements*****Government-Wide Financial Statements***

The government-wide financial statements (i.e., statement of net position and the statement of changes in net position) report information on all of the non-fiduciary activities of the primary government and its component units. *Governmental activities*, which are primarily supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which are supported primarily by user fees and charges.

*Fund Financial Statements*

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though fiduciary funds are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Nonmajor funds are aggregated and displayed in a single column.

*Major Fund Criteria*

Major funds must be reported if the following criteria are met:

- If the total assets and deferred outflows of resources, liabilities and deferred inflows of resources, revenues, or expenditures/expenses of an individual governmental or enterprise fund are at least 10 percent of the corresponding element (assets and deferred outflows of resources, liabilities and deferred inflows of resources, etc.) for all funds of that category or type (total governmental or total enterprise funds), *and*
- If the total assets and deferred outflows of resources, liabilities and deferred inflows of resources, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding element for all governmental and enterprise funds combined.

Additionally, any other governmental or enterprise fund that management believes is particularly significant to the basic financial statements may be reported as a major fund.

Fiduciary funds are reported by fund type.

D. Measurement Focus, Basis of Accounting and Financial Statement Presentation*Government-Wide Financial Statements*

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred. Real estate and personal 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.

The statement of activities demonstrates the degree to which the direct expenses of a particular function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include the following:

- Charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment.
- Grants and contributions that are restricted to meeting the operational requirements of a particular function or segment.
- Grants and contributions that are restricted to meeting the capital requirements of a particular function or segment.

Taxes and other items not identifiable as program revenues are reported as general revenues.

For the most part, the effect of interfund activity has been removed from the government-wide financial statements. However, the effect of interfund services provided and used between functions is not eliminated as the elimination of these charges would distort the direct costs and program revenues reported for the functions affected.

#### *Fund Financial Statements*

**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., measurable 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 generally are recorded when the related liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences, other postemployment benefits obligations and claims and judgments which are recognized when the obligations are expected to be liquidated with current expendable available resources. Issuance of long-term debt and acquisition under capital leases are reported as other financing sources.

Real estate and personal property tax revenues are considered available if they are collected within 60 days after 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.

The following major governmental funds are reported:

The *general fund* is the primary operating fund. It is used to account for all financial resources, except those that are required to be accounted for in another fund.

The *highway improvement fund* is used to account for funds received from the State Highway Department which is used for construction, reconstruction, and improvements of roadways.

The *capital projects fund* is used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets of the governmental funds.

The nonmajor governmental funds consist of special revenue funds that are aggregated and presented in the *nonmajor governmental funds* column on the governmental funds financial statements. The following describes the general use of these fund types:

The *special revenue fund* is used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than permanent funds or capital projects.

The *permanent fund* is used to account for and report financial resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the governmental programs.

**Proprietary** fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary funds principal ongoing operations. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

The following major proprietary funds are reported:

The *water enterprise fund* is used to account for the Town's water activities.

The *solar field enterprise fund* is used to account for the Town's solar activities.

**Fiduciary** fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting, except for agency funds which have no measurement focus. Fiduciary funds are used to account for assets held in a trustee capacity for others that cannot be used to support the governmental programs.

The following fiduciary fund types are reported:

The *other postemployment benefit trust fund* is used to accumulate resources to provide funding for future other postemployment benefits (OPEB) liabilities.

The *agency fund* is used to account for assets held in a purely custodial capacity.

#### E. Cash and Investments

##### *Government-Wide and Fund Financial Statements*

Cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with an original maturity of three months or less from the date of acquisition. Investments are carried at fair value.

#### F. Fair Value Measurements

The Town reports required types of financial instruments in accordance with the fair value standards. These standards require an entity to maximize the use of observable inputs (such as quoted prices in active markets) and minimize the use of unobservable inputs (such as appraisals or valuation techniques) to determine fair value. Fair value standards also require the government to classify these financial instruments into a three-level hierarchy, based on the priority of inputs to the valuation technique or in accordance with net asset value practical expedient rules, which allow for either Level 2 or Level 3 depending on lock up and notice periods associated with the underlying funds.

Instruments measured and reported at fair value are classified and disclosed in one of the following categories:

Level 1 – Quoted prices are available in active markets for identical instruments as of the reporting date. Instruments, which are generally included in this category, include actively traded equity and debt securities, U.S. government obligations, and mutual funds with quoted market prices in active markets.

Level 2 – Pricing inputs are other than quoted in active markets, which are either directly or indirectly observable as of the reporting date, and fair value is determined through the use of models or other valuation methodologies. Certain fixed income securities, primarily corporate bonds, are classified as Level 2 because fair values are estimated using pricing models, matrix pricing, or discounted cash flows.

Level 3 – Pricing inputs are unobservable for the instrument and include situations where there is little, if any, market activity for the instrument. The inputs into the determination of fair value require significant management judgment or estimation.

In some instances the inputs used to measure fair value may fall into different levels of the fair value hierarchy and is based on the lowest level of input that is significant to the fair value measurement.

Market price is affected by a number of factors, including the type of instrument and the characteristics specific to the instrument. Instruments with readily available active quoted prices generally will have a higher degree of market price observability and a lesser degree of judgment used in measuring fair value. It is reasonably possible that change in values of these instruments will occur in the near term and that such changes could materially affect amounts reported in these financial statements. For more information on the fair value of the Town's financial instruments, see Note 2 – Cash and Investments.

#### G. Accounts Receivable

##### *Government-Wide and Fund Financial Statements*

The recognition of revenue related to accounts receivable reported in the government-wide financial statements and the proprietary funds and fiduciary funds financial statements are reported under the accrual basis of accounting. The recognition of revenue related to accounts receivable reported in the governmental funds financial statements are reported under the modified accrual basis of accounting.

##### ***Real Estate, Personal Property Taxes and Tax Liens***

Real estate and personal property taxes are levied and based on values assessed on January 1<sup>st</sup> of every year. Assessed values are established by the Board of Assessor's for 100% of the estimated fair market value. Taxes are due on August 1<sup>st</sup>, November 1<sup>st</sup>, February 1<sup>st</sup>, and May 1<sup>st</sup> and are subject to penalties and interest if they are not paid by the respective due date. Real estate and personal property taxes levied are recorded as receivables in the year of the levy.

Real estate tax liens are processed six months after the close of the valuation year on delinquent properties and are recorded as receivables in the year they are processed.

Real estate receivables are secured via the tax lien process and are considered 100% collectible. Accordingly, an allowance for uncollectible receivables is not reported.

Personal property taxes cannot be secured through the lien process. The allowance for uncollectible receivables is estimated based on historical trends and specific account analysis.

##### ***Motor Vehicle Excise***

Motor vehicle excise taxes are assessed annually for each vehicle registered and are recorded as receivables in the year of the levy. The Commonwealth is responsible for reporting the number of vehicles registered and the fair values of those vehicles. The tax calculation is the fair value of the vehicle multiplied by \$25 per \$1,000 of value.

The allowance for uncollectible receivables is estimated based on historical trends and specific account analysis.

***Water User Fees***

User fees are levied quarterly based on individual meter readings and are subject to penalties and interest if they are not paid by the respective due date. Unbilled user fees are estimated at year-end and are recorded as revenue in the current period. Water charges are recorded as receivables in the year of the levy.

Since the receivables are secured via the lien process, these accounts are considered 100% collectible and therefore do not report an allowance for uncollectible receivables.

***Departmental and Other***

Departmental and other receivables consist primarily of ambulance fees and are recorded as receivables in the year accrued. The allowance of uncollectible receivables is estimated based on historical trends and specific account analysis.

***Special Assessments***

The costs incurred on completed special projects that have been assessed to the benefited taxpayers which have not been paid.

Since these receivables are secured by the lien process, they are considered 100% collectible and therefore do not report an allowance for uncollectibles.

***Intergovernmental***

Various federal and state grants for operating and capital purposes are applied for and received annually. For non-expenditure driven grants, receivables are recorded as soon as all eligibility requirements imposed by the provider have been met. For expenditure driven grants, receivables are recorded when the qualifying expenditures are incurred and all other grant requirements are met.

These receivables are considered 100% collectible and therefore do not report an allowance for uncollectible receivables.

**H. Inventories*****Government-Wide and Fund Financial Statements***

Inventories are recorded as expenditures at the time of purchase. Such inventories are not material in total to the government-wide and fund financial statements, and therefore are not reported.

**I. Capital Assets*****Government-Wide and Proprietary Fund Financial Statements***

Capital assets, which include land, land improvements, buildings, machinery and equipment, and infrastructure (e.g., roads, water mains, and similar items), are reported in the applicable governmental or business-type activity column of the government-wide financial statements, and the proprietary fund financial statements. Capital assets are recorded at historical cost, or at estimated historical cost, if actual historical cost is not available. Donated capital assets are recorded at the estimated fair market value at the date of donation. Except for the capital assets of the governmental activities column in the government-wide financial statements, construction period interest is capitalized on constructed capital assets.



All purchases and construction costs in excess of \$10,000 are capitalized at the date of acquisition or construction, respectively, with expected useful lives of greater than one year.

Capital assets (excluding land) are depreciated on a straight-line basis. The estimated useful lives of capital assets are as follows:

<u>Capital Asset Type</u>	<u>Estimated Useful Life (in years)</u>
Land improvements.....	20
Buildings.....	20-40
Machinery and equipment.....	5-10
Vehicles.....	5
Infrastructure.....	50

The cost of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized and are treated as expenses when incurred. Improvements are capitalized.

#### *Governmental Fund Financial Statements*

Capital asset costs are recorded as expenditures in the acquiring fund in the year of the purchase.

#### J. Deferred Outflows/Inflows of Resources

##### *Government-Wide Financial Statements (Net Position)*

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. The Town has reported deferred charges on refunding and deferred outflows of resources related to pensions in this category.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The Town has reported deferred inflows of resources related to pensions in this category.

##### *Governmental Fund Financial Statements*

In addition to liabilities, the governmental funds balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents assets that have been recorded in the governmental fund financial statements but the revenue is not available and so will *not* be recognized as an inflow of resources (revenue) until it becomes available. The Town has recorded unavailable revenue as deferred inflows of resources in the governmental funds balance sheet.

K. Unavailable Revenue*Fund Financial Statements*

Unavailable revenue at the governmental fund financial statement level represent billed receivables that do not meet the available criterion in accordance with the current financial resources measurement focus and the modified accrual basis of accounting. Unavailable revenue is recognized as revenue in the conversion to the government-wide (full accrual) financial statements.

L. Interfund Receivables and Payables

During the course of operations, transactions occur between and within individual funds that may result in amounts owed between funds.

*Government-Wide Financial Statements*

Transactions of a buyer/seller nature between and within governmental funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statements of net position as "internal balances".

*Fund Financial Statements*

Transactions of a buyer/seller nature between and within funds are *not* eliminated from the individual fund statements. Receivables and payables resulting from these transactions are classified as "Due from other funds" or "Due to other funds" on the balance sheet.

M. Interfund Transfers

During the course of its operations, resources are permanently reallocated between and within funds. These transactions are reported as transfers in and transfers out.

*Government-Wide Financial Statements*

Transfers between and within governmental funds and internal service funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of activities as "Transfers, net".

*Fund Financial Statements*

Transfers between and within funds are *not* eliminated from the individual fund statements and are reported as transfers in and transfers out.

N. Net Position and Fund Equity*Government-Wide Financial Statements (Net Position)*

Net position is reported as restricted when amounts that are not available for appropriation or are legally restricted by outside parties for a specific future use.

Net position has been “restricted for” the following:

“Permanent funds – expendable” represents the amount of realized and unrealized investment earnings of donor restricted trusts. The donor restrictions and trustee policies only allows the trustees to approve spending of the realized investment earnings.

“Permanent funds – nonexpendable” represents the endowment portion of donor restricted trusts that support governmental programs.

“Grants and gifts” represents assets that have restrictions placed on them from outside parties.

Sometimes the Town will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Town’s policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

#### *Fund Financial Statements (Fund Balances)*

Governmental fund balances are classified as nonspendable, restricted, committed, assigned, or unassigned based on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The governmental fund balance classifications are as follows:

“Nonspendable” fund balance includes amounts that cannot be spent because they are either not in spendable form or they are legally or contractually required to be maintained intact.

“Restricted” fund balance includes amounts subject to constraints placed on the use of resources that are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or that are imposed by law through constitutional provisions or enabling legislation.

“Committed” fund balance includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government’s highest level of decision-making authority. Town meeting is the highest level of decision-making authority for the government that can, by adoption of an article, which constitutes the most binding restraint, prior to the end of the year, commit fund balance. Once adopted, the limitation imposed by the article remains in place until a similar action is taken to remove the limitation.

“Assigned” fund balance includes amounts that are constrained by the Town’s intent to be used for specific purposes, but are neither restricted nor committed. The Town’s by-laws authorize the Finance Director to assign fund balance which generally only exists temporarily. Additional action does not have to be taken for the removal of an assignment.

“Unassigned” fund balance includes the residual classification for the general fund. This classification represents fund balance that has not been assigned to other funds and that 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 are designated for one purpose at the time of their creation. Therefore, any expenditure 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.

#### O. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Worcester Regional Retirement System and additions to/deductions from the System's fiduciary net position have been determined on the same basis as they are reported by the System. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

#### P. Long-term Debt

##### *Government-Wide and Proprietary Fund Financial Statements*

Long-term debt is reported as liabilities in the government-wide and proprietary fund statement of net position. Material bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt.

##### *Governmental Fund Financial Statements*

The face amount of governmental funds long-term debt is reported as other financing sources. Bond premiums and discounts, as well as issuance costs, are recognized in the current period. Bond premiums are reported as other financing sources and bond discounts are reported as other financing uses. Issuance costs, whether or not withheld from the actual bond proceeds received, are reported as general government expenditures.

#### Q. Investment Income

Excluding the permanent funds, investment income derived from major and nonmajor governmental funds is legally assigned to the general fund unless otherwise directed by Massachusetts General Law (MGL).

The Water Enterprise Fund retains its investment income.

#### R. Compensated Absences

Employees are granted vacation and sick leave in varying amounts based on collective bargaining agreements, state laws and executive policies. Compensated absence liabilities related to both governmental and business-type activities are normally paid from the funds reporting payroll and related expenditures.

##### *Government-Wide and Proprietary Fund Financial Statements*

Vested or accumulated vacation and sick leave are reported as liabilities and expensed as incurred. The related liability as of June 30, 2018 is immaterial and therefore is not recorded.

##### *Governmental Fund Financial Statements*

Vested or accumulated vacation and sick leave, which will be liquidated with expendable available financial resources, are reported as expenditures and fund liabilities upon maturity of the liability.

S. Use of Estimates*Government-Wide and Fund Financial Statements*

The preparation of basic financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure for contingent assets and liabilities at the date of the basic financial statements and the reported amounts of the revenues and expenditures/expenses during the year. Actual results could vary from estimates that were used.

T. Total Column*Government-Wide Financial Statements*

The total column presented on the government-wide financial statements represents consolidated financial information.

*Fund Financial Statements*

The total column 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 2 - CASH AND INVESTMENTS**

A cash and investment pool is maintained that is available for use by all funds. Each fund type's portion of this pool is displayed on the statement of net position and balance sheet as "Cash and Cash Equivalents". The deposits and investments of the trust funds are held separately from those of other funds.

Statutes authorize the investment in obligations of the U.S. Treasury, agencies, and instrumentalities, certificates of deposit, repurchase agreements, money market accounts, bank deposits and the State Treasurer's Investment Pool (Pool). The Treasurer may also invest trust funds in securities, other than mortgages or collateral loans, which are legal for the investment of funds of savings banks under the laws of the Commonwealth. In addition, there are various restrictions limiting the amount and length of deposits and investments.

The Pool meets the criteria of an external investment pool. The Pool is administered by the Massachusetts Municipal Depository Trust (MMDT), which was established by the Treasurer of the Commonwealth who serves as Trustee. The fair value of the position in the Pool is the same as the value of the Pool shares.

Custodial Credit Risk – Deposits

In the case of deposits, this is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. The Town does not have a formal deposit policy for custodial risk. At year-end, the carrying amount of deposits totaled \$11,796,414 and the bank balance totaled \$11,827,902. Of the bank balance, \$2,194,697 was covered by Federal Depository Insurance, \$4,269,201 was covered by Depositors Insurance Fund, \$263,899 was covered by Share Insurance Fund and \$5,219,009 was exposed to custodial credit risk because it was uninsured and uncollateralized.

Investments

As of June 30, 2018, the Town had the following investments:

Investment Type	Fair value	Maturities	
		Under 1 Year	1-5 Years
<u>Debt securities:</u>			
U.S. treasury bonds.....	\$ 416,263	\$ 278,516	\$ 137,747
Government sponsored enterprises.....	830,830	84,253	746,577
Corporate bonds.....	634,578	44,954	589,624
Total debt securities.....	1,881,671	\$ 407,723	\$ 1,473,948
<u>Other investments:</u>			
Equity securities.....	273,059		
Pension Reserve Investment Trust (PRIT).....	1,973,084		
MMDT - Cash portfolio.....	167,883		
Total investments.....	\$ 4,295,697		

The Town participates in PRIT. The effective weighted duration rate for PRIT investments ranged from 0.15 to 16.31 years. The OPEB Trust had \$1,973,084 invested in PRIT at June 30, 2018.

Custodial Credit Risk – Investments

For an investment, this is the risk that in the event of a failure by the counterparty, the Town will not be able to recover the value of its investments or collateral security that are in the possession of an outside party. The Town's investments of \$830,830 in government sponsored enterprises, \$416,263 in U.S. treasury bonds, \$634,578 in corporate bonds, and \$273,059 in equity securities are registered in the Town's name and therefore are not exposed to custodial credit risk. The Town does not have a formal investment policy for custodial credit risk.

Interest Rate Risk

The Town does not have a formal policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

The Town participates in MMDT, which maintains a cash portfolio and a short-term bond fund with combined average maturities of approximately 3 months. The Town's investment in MMDT is unrated.

Concentration of Credit Risk

The Town places no limit on the amount the Town may invest in any one issuer. No more than 5% of the Town's investments are invested in any one issuer.

Credit Risk

The Town has not adopted a formal policy related to credit risk. None of the Town's investments were exposed to credit risk.

The Town's investments are rated as follows by Moody's Investors Services:

Quality Rating	U.S. Treasury Bonds	Government Sponsored Enterprises	Corporate Bonds
AAA.....	\$ 416,263	\$ -	\$ -
AA+.....	-	830,830	-
A-.....	-	-	318,144
BBB+.....	-	-	197,728
BBB.....	-	-	118,706
Total.....	\$ <u>416,263</u>	\$ <u>830,830</u>	\$ <u>634,578</u>

### Fair Market Value of Investments

The Town holds investments that are measured at fair value on a recurring basis. Because investing is not a core part of the Town's mission, the Town determines that the disclosures related to these investments only need to be disaggregated by major type. The Town chooses a tabular format for disclosing the levels within the fair value hierarchy.

The Town categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The Town has the following recurring fair value measurements as of June 30, 2018:

Investment Type	June 30, 2018	Fair Value Measurements Using		
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
<b>Investments measured at fair value:</b>				
<u>Debt securities:</u>				
U.S. treasury bonds.....	\$ 416,263	\$ 416,263	\$ -	\$ -
Government sponsored enterprises.....	830,830	830,830	-	-
Corporate bonds.....	634,578	-	634,578	-
Total debt securities.....	1,881,671	1,247,093	634,578	-
<u>Other investments:</u>				
Equity securities.....	273,059	273,059	-	-
Total investments measured at fair value.....	2,154,730	\$ <u>1,520,152</u>	\$ <u>634,578</u>	\$ <u>-</u>
<b>Investments measured at amortized cost:</b>				
MMDT - Cash portfolio.....	167,883			
<b>Investments measured at net asset value:</b>				
Pension Reserve Investment Trust (PRIT).....	1,973,084			
Total investments.....	\$ 4,295,697			

Government sponsored enterprises, bond mutual funds, equity securities classified in Level 1 of the fair value hierarchy are valued using prices quoted in active markets for those securities. Corporate bonds classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices.

PRIT Investments are valued using the net asset value method. This investment pool was established by the Treasurer of the Commonwealth of Massachusetts, who serves as Trustee. PRIT is administered by the Pension Reserves Investment Management Board (PRIM). The fair values of the positions in each investment Pool are the same as the value of each Pool's shares. The Town does not have the ability to control any of the investment decisions relative to its funds in PRIT.

MMDT investments are valued at amortized cost. Under the amortized cost method, an investment is valued initially at its cost and adjusted for the amount of interest income accrued each day over the term of the investment to account for any difference between the initial cost and the amount payable at its maturity. If amortized cost is determined not to approximate fair value, the value of the portfolio securities will be determined under procedures established by the Advisor.

### NOTE 3 – RECEIVABLES

At June 30, 2018, receivables for the individual major and nonmajor governmental funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	Gross Amount	Allowance for Uncollectibles	Net Amount
<u>Receivables:</u>			
Real estate and personal property taxes..... \$	226,806	\$ (620)	\$ 226,186
Tax liens.....	292,884	-	292,884
Motor vehicle and other excise taxes.....	170,252	(50,376)	119,876
Departmental and other.....	128,598	(103,420)	25,178
Intergovernmental - other.....	525,540	-	525,540
Special assessments.....	51,710	-	51,710
Total..... \$	<u>1,395,790</u>	<u>\$ (154,416)</u>	<u>\$ 1,241,374</u>

At June 30, 2018, receivables for the water enterprise consist of the following:

	Gross Amount	Allowance for Uncollectibles	Net Amount
<u>Receivables:</u>			
Water user charges..... \$	<u>413,795</u>	<u>\$ -</u>	<u>\$ 413,795</u>



Governmental funds report *unavailable revenue* in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. At the end of the current year, the various components of *unavailable revenue* reported in the governmental funds were as follows:

	General Fund	Other Governmental Funds	Total
<b>Receivables:</b>			
Real estate and personal property taxes.....	\$ 226,185	\$ -	\$ 226,185
Tax liens.....	292,884	-	292,884
Motor vehicle and other excise taxes.....	119,873	-	119,873
Departmental and other.....	25,178	-	25,178
Intergovernmental - other.....	-	525,540	525,540
Special assessments.....	-	51,709	51,709
Tax foreclosures.....	467,899	-	467,899
<b>Total.....</b>	<b>\$ 1,132,019</b>	<b>\$ 577,249</b>	<b>\$ 1,709,268</b>

#### NOTE 4 – CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2018, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Governmental Activities:</b>				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 2,240,896	\$ 54,000	\$ -	\$ 2,294,896
Construction in progress.....	1,800,286	3,413,335	(64,651)	5,148,970
<b>Total capital assets not being depreciated.....</b>	<b>4,041,182</b>	<b>3,467,335</b>	<b>(64,651)</b>	<b>7,443,866</b>
<u>Capital assets being depreciated:</u>				
Land improvements.....	144,269	-	-	144,269
Buildings and improvements.....	37,992,540	8,990	-	38,001,530
Machinery and equipment.....	2,139,282	64,637	-	2,203,919
Vehicles.....	3,339,826	96,192	-	3,436,018
Infrastructure.....	23,907,845	746,541	-	24,654,386
<b>Total capital assets being depreciated.....</b>	<b>67,523,762</b>	<b>916,360</b>	<b>-</b>	<b>68,440,122</b>
<u>Less accumulated depreciation for:</u>				
Land improvements.....	(116,746)	(3,248)	-	(119,994)
Buildings and improvements.....	(17,483,936)	(919,782)	-	(18,403,718)
Machinery and equipment.....	(1,263,762)	(141,218)	-	(1,404,980)
Vehicles.....	(2,898,667)	(102,381)	-	(3,001,048)
Infrastructure.....	(18,794,625)	(434,550)	-	(19,229,175)
<b>Total accumulated depreciation.....</b>	<b>(40,557,736)</b>	<b>(1,601,179)</b>	<b>-</b>	<b>(42,158,915)</b>
<b>Total capital assets being depreciated, net.....</b>	<b>26,966,026</b>	<b>(684,819)</b>	<b>-</b>	<b>26,281,207</b>
<b>Total governmental activities capital assets, net.....</b>	<b>\$ 31,007,208</b>	<b>\$ 2,782,516</b>	<b>\$ (64,651)</b>	<b>\$ 33,725,073</b>

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Water:</b>				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 194,192	\$ -	\$ -	\$ 194,192
Construction in progress.....	-	120,085	-	120,085
Total capital assets not being depreciated.....	194,192	120,085	-	314,277
<u>Capital assets being depreciated:</u>				
Buildings.....	3,251	-	-	3,251
Machinery and equipment.....	241,529	-	-	241,529
Vehicles.....	228,899	-	-	228,899
Infrastructure.....	7,327,698	80,155	-	7,407,853
Total capital assets being depreciated.....	7,801,377	80,155	-	7,881,532
<u>Less accumulated depreciation for:</u>				
Buildings.....	(3,251)	-	-	(3,251)
Machinery and equipment.....	(226,273)	(3,368)	-	(229,641)
Vehicles.....	(157,036)	(33,053)	-	(190,089)
Infrastructure.....	(2,967,253)	(147,860)	-	(3,115,113)
Total accumulated depreciation.....	(3,353,813)	(184,281)	-	(3,538,094)
Total capital assets being depreciated, net.....	4,447,564	(104,126)	-	4,343,438
Total water activities capital assets, net.....	\$ 4,641,756	\$ 15,959	\$ -	\$ 4,657,715
<b>Solar:</b>				
<u>Capital assets being depreciated:</u>				
Machinery and equipment.....	\$ -	\$ 22,888	-	\$ 22,888
Infrastructure.....	2,542,651	-	-	2,542,651
Total capital assets being depreciated.....	2,542,651	22,888	-	2,565,539
<u>Less accumulated depreciation for:</u>				
Machinery and equipment.....	-	(572)	-	(572)
Infrastructure.....	(423,786)	(63,266)	-	(487,052)
Total accumulated depreciation.....	(423,786)	(63,838)	-	(487,624)
Total solar activities capital assets, net.....	\$ 2,118,865	\$ (40,950)	\$ -	\$ 2,077,915

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

<b>Governmental Activities:</b>	
General government.....	\$ 89,348
Public safety.....	195,511
Education.....	583,173
Public works.....	588,348
Culture and recreation.....	<u>144,799</u>
Total depreciation expense - governmental activities.....	<u>\$ 1,601,179</u>
<b>Business-Type Activities:</b>	
Water.....	\$ 184,281
Solar.....	<u>63,838</u>
Total depreciation expense - business-type activities.....	<u>\$ 248,119</u>

## NOTE 5 – INTERFUND TRANSFERS AND BALANCES

Interfund transfers for the year ended June 30, 2018, are summarized as follows:

Transfers Out:	Transfers In:			
	General fund	Capital Project Fund	Total	
General fund.....	\$ -	\$ 423,198	\$ 423,198	(1)
Nonmajor governmental funds.....	-	250,000	250,000	(2)
Water Enterprise fund.....	<u>375,000</u>	<u>-</u>	<u>375,000</u>	(3)
Total.....	<u>\$ 375,000</u>	<u>\$ 673,198</u>	<u>\$ 1,048,198</u>	

- (1) Transfer out of the general fund to the capital project fund to fund capital expenditures.  
 (2) Transfer out of the grant fund and into the capital projects fund.  
 (3) Transfer out of the water enterprise fund and into the general fund to fund the OPEB Trust.

## NOTE 6 – CAPITAL LEASES

The Town has entered into a lease agreement as lessee for financing the acquisition of a fire truck. This lease agreement qualifies as a capital lease for accounting purposes and therefore, has been recorded at the present value of their future minimum lease payments as of the inception date.

Asset:	Governmental Activities
Machinery and equipment.....	\$ 400,000
Less: accumulated depreciation.....	<u>(60,000)</u>
Total.....	<u>\$ 340,000</u>

The future minimum lease obligations and the net present value of these minimum lease payments as of June 30, 2018 were as follows:

<u>Years ending June 30:</u>	<u>Governmental Activities</u>
2019.....	\$ 48,078
2020.....	48,078
2021.....	48,077
2022.....	48,077
2023.....	48,076
2024.....	48,078
2025.....	<u>48,078</u>
Total minimum lease payments.....	336,542
Less: amounts representing interest.....	<u>(41,638)</u>
Present value of minimum lease payments.....	<u>\$ 294,904</u>

#### NOTE 7 – SHORT-TERM FINANCING

Short-term debt may be authorized and issued to fund the following:

- Current operating costs prior to the collection of revenues through issuance of revenue or tax anticipation notes (RANS or TANS).
- Capital project costs and other approved expenditures incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BANS) or grant anticipation notes (GANS).

Short-term loans are general obligations and carry maturity dates that are limited by statute. Interest expenditures and expenses for short-term borrowings are accounted for in the General and Enterprise Funds, respectively.

The Town did not have any short-term debt activity for the year ended June 30, 2018.

#### NOTE 8 - LONG-TERM DEBT

Under the provisions of Chapter 44, Section 10, Municipal Law authorizes indebtedness up to a limit of 2 ½% of the equalized valuation. Debt issued in accordance with this section of the law is designated as being "inside the debt limit". In addition, however, debt may be authorized in excess of that limit for specific purposes. Such debt, when issued, is designated as being "outside the debt limit".

Details related to the outstanding indebtedness at June 30, 2018, and the debt service requirements are as follows:

### Bonds Payable Schedule – Governmental Activities

Project	Maturities Through	Original Loan Amount	Interest Rate (%)	Outstanding at June 30, 2018
MCWT Bonds of 2005.....	2023	\$ 153,002	4.90	\$ 40,404
Municipal Purpose Bonds of 2012 - Refunding.....	2022	6,005,000	2.0-3.0	2,500,000
Municipal Purpose Bonds of 2015.....	2034	116,000	0.00	92,800
Municipal Purpose Bonds of 2016.....	2035	3,175,000	2.0-3.5	2,695,000
Municipal Purpose Bonds of 2018.....	2028	1,293,000	5.00	1,293,000
Total Bonds Payable.....				6,621,204
Add: Unamortized premium on bonds.....				253,453
Total Bonds Payable, net.....				\$ 6,874,657

Debt service requirements for principal and interest for Governmental bonds payable in future years are as follows:

Year	Principal	Interest	Total
2019.....	\$ 921,806	\$ 223,876	\$ 1,145,682
2020.....	933,806	194,296	1,128,102
2021.....	923,806	165,294	1,089,100
2022.....	938,993	134,991	1,073,984
2023.....	303,993	104,229	408,222
2024.....	295,800	92,726	388,526
2025.....	295,800	81,424	377,224
2026.....	295,800	70,126	365,926
2027.....	290,800	58,824	349,624
2028.....	290,800	47,776	338,576
2029.....	165,800	36,724	202,524
2030.....	165,800	31,926	197,726
2031.....	160,800	27,124	187,924
2032.....	160,800	21,700	182,500
2033.....	160,800	16,276	177,076
2034.....	160,800	10,850	171,650
2035.....	155,000	5,424	160,424
Total.....	\$ 6,621,204	\$ 1,323,586	\$ 7,944,790

**Bonds Payable Schedule – Enterprise Funds**

Project	Maturities Through	Original Loan Amount	Interest Rate (%)	Outstanding at June 30, 2018
Water - Municipal Purpose Bonds of 2007.....	2022	\$ 1,748,000	4.20	\$ 460,000
Water - Municipal Purpose Bonds of 2018.....	2038	3,500,000	3.5-5.0	3,500,000
Solar - Municipal Purpose Bonds of 2013.....	2033	1,480,000	.75-4.25	<u>1,110,000</u>
Total Bonds Payable.....				5,070,000
Add: Unamortized premium on bonds.....				<u>244,272</u>
Total Bonds Payable, net.....				<u><u>\$ 5,314,272</u></u>

Debt service requirements for principal and interest for enterprise fund bonds and notes payable in future years are as follows:

**WATER FUND**

Year	Principal	Interest	Total
2019.....	\$ 290,000	\$ 167,600	\$ 457,600
2020.....	290,000	156,584	446,584
2021.....	290,000	142,948	432,948
2022.....	290,000	129,254	419,254
2023.....	175,000	115,500	290,500
2024.....	175,000	106,750	281,750
2025.....	175,000	98,000	273,000
2026.....	175,000	89,250	264,250
2027.....	175,000	80,500	255,500
2028.....	175,000	71,750	246,750
2029.....	175,000	63,000	238,000
2030.....	175,000	56,875	231,875
2031.....	175,000	50,750	225,750
2032.....	175,000	44,625	219,625
2033.....	175,000	38,500	213,500
2034.....	175,000	32,375	207,375
2035.....	175,000	25,375	200,375
2036.....	175,000	18,375	193,375
2037.....	175,000	12,250	187,250
2038.....	<u>175,000</u>	<u>6,125</u>	<u>181,125</u>
Total.....	<u>\$ 3,960,000</u>	<u>\$ 1,506,386</u>	<u>\$ 5,466,386</u>

**SOLAR FIELD FUND**

Year	Principal	Interest	Total
2019.....	\$ 75,000	\$ 41,400	\$ 116,400
2020.....	75,000	39,357	114,357
2021.....	75,000	37,088	112,088
2022.....	75,000	34,575	109,575
2023.....	75,000	31,856	106,856
2024.....	75,000	29,044	104,044
2025.....	75,000	26,100	101,100
2026.....	75,000	23,025	98,025
2027.....	75,000	19,941	94,941
2028.....	75,000	16,847	91,847
2029.....	75,000	13,706	88,706
2030.....	75,000	10,518	85,518
2031.....	70,000	7,437	77,437
2032.....	70,000	4,462	74,462
2033.....	70,000	1,487	71,487
Total.....	<u>\$ 1,110,000</u>	<u>\$ 336,843</u>	<u>\$ 1,446,843</u>

The Town is scheduled to be subsidized by the Massachusetts Clean Water Trust (MCWT) on a periodic basis for interest in the amount of \$5,080. Thus, net MCWT loan repayments are scheduled to be \$40,404. Since the Town is legally obligated for the total amount of the debt, such amounts have been reported in the accompanying basic financial statements. The subsidy for 2018 totaled \$2,220.

In prior years, certain general obligation bonds were defeased by placing the proceeds of bonds in an irrevocable trust to provide for all future debt service payments on the refunded bonds. Accordingly, the trust account's assets and liabilities for the defeased bonds are not included in the basic financial statements. At June 30, 2018, \$5,260,000 of governmental fund bonds outstanding from the advance refunding transaction is considered defeased.

**Changes in Long-term Liabilities**

During the year ended June 30, 2018 the following changes occurred in long-term liabilities:

	Beginning Balance	Bonds and Notes Issued	Bonds and Notes Redeemed	Other Increases	Other Decreases	Ending Balance	Due Within One Year
<b>Governmental Activities:</b>							
Long-term bonds payable.....	\$ 6,107,010	\$ 1,293,000	\$ (778,806)	\$ -	\$ -	\$ 6,621,204	\$ 921,806
Add: Unamortized premium on bonds.....	92,910	189,933	(29,390)	-	-	253,453	59,786
Total bonds payable.....	6,199,920	1,482,933	(808,196)	-	-	6,874,657	981,592
Capital lease obligations.....	331,655	-	-	-	(36,751)	294,904	38,006
Net pension liability.....	7,715,754	-	-	270,834	(466,632)	7,519,956	-
Other postemployment benefits.....	1,248,442	-	-	465,472	(229,701)	1,484,213	-
Total governmental activity long-term liabilities.....	<u>\$ 15,495,771</u>	<u>\$ 1,482,933</u>	<u>\$ (808,196)</u>	<u>\$ 736,306</u>	<u>\$ (733,084)</u>	<u>\$ 16,173,730</u>	<u>\$ 1,019,598</u>
<b>Business-Type Activities:</b>							
Long-term bonds payable.....	\$ 1,760,000	\$ 3,500,000	\$ (190,000)	\$ -	\$ -	\$ 5,070,000	\$ 365,000
Add: Unamortized premium on bonds.....	-	244,272	-	-	-	244,272	24,812
Total bonds payable.....	1,760,000	3,744,272	(190,000)	-	-	5,314,272	389,812
Net pension liability.....	698,372	-	-	24,514	(42,236)	680,650	-
Other postemployment benefits.....	118,850	-	-	44,312	(21,867)	141,295	-
Total business-type activity long-term liabilities.....	<u>\$ 2,577,222</u>	<u>\$ 3,744,272</u>	<u>\$ (190,000)</u>	<u>\$ 68,826</u>	<u>\$ (64,103)</u>	<u>\$ 6,136,217</u>	<u>\$ 389,812</u>

**NOTE 9 – GOVERNMENTAL FUND BALANCE CLASSIFICATIONS**

The intent of GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, is to provide a more structured classification of fund balance and to improve the usefulness of fund balance reporting to the users of the Town's financial statements. The reporting standard establishes a hierarchy for fund balance classification and the constraints imposed on the uses of those resources.

GASB Statement No. 54 provides for two major types of fund balances, which are nonspendable and spendable. Nonspendable fund balances are balances that cannot be spent because they are not expected to be converted to cash or they are legally or contractually required to remain intact. Examples of this classification are prepaid items, inventories, and principal (corpus) of an endowment fund. The Town has reported principal portions of endowment funds as nonspendable.

In addition to the nonspendable fund balance, GASB Statement No. 54 has provided a hierarchy of spendable fund balances, based on a hierarchy of spending constraints.

- Restricted: fund balances that are constrained by external parties, constitutional provisions, or enabling legislation.
- Committed: fund balances that contain self-imposed constraints of the government for its highest level of decision making authority.
- Assigned: fund balances that contain self-imposed constraints of the government to be used for a particular purpose.
- Unassigned: fund balance of the general fund that is not constrained for any particular purpose.

	<u>General</u>	<u>Capital Projects Fund</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
Fund Balances:				
Nonspendable:				
Permanent fund principal.....	\$ -	\$ -	\$ 356,891	\$ 356,891
Restricted for:				
Debt service.....	295,083	-	-	295,083
Town revolving funds.....	-	-	150,999	150,999
Sewer district.....	-	-	13,387	13,387
Capital project fund.....	-	87,872	-	87,872
Receipts reserved for appropriations.....	-	-	215,698	215,698
Other special revenue.....	-	-	373,170	373,170
Permanent expendable fund.....	-	-	174,030	174,030
Permanent expendable fund.....	-	-	41,804	41,804
Assigned to:				
Encumbrances:				
General government.....	5,231	-	-	5,231
Public safety.....	1,424	-	-	1,424
Health and human services.....	531	-	-	531
Unassigned.....	4,561,626	-	(84,040)	4,477,586
Total Fund Balances.....	\$ <u>4,863,895</u>	\$ <u>87,872</u>	\$ <u>1,241,939</u>	\$ <u>6,193,706</u>



**NOTE 10 – STABILIZATION FUND**

Massachusetts General Law 40 §5B allows for the establishment of stabilization funds for one or more different purposes. The creation of a fund requires a two-thirds vote of the legislative body and must clearly define the purpose of the fund. Any change to the purpose of the fund along with any additions to or appropriations from the fund requires a two-thirds vote of the legislative body.

The Town has \$2.3 million in the stabilization fund which is reported as unassigned fund balance within the general fund. The stabilization fund may be used for general and/or capital purposes upon Town Meeting approval.

**NOTE 11 – RISK FINANCING**

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance.

**NOTE 12 - PENSION PLAN***Plan Descriptions*

The Town is a member of the Worcester Regional Retirement System, a cost-sharing multiple-employer defined benefit pension plan covering eligible employees of the 97 member units. The System is administered by five board members (Board) on behalf of all current employees and retirees except for current teachers and retired teachers. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the plan.

*Benefits Provided*

Both Systems provide retirement, disability, survivor and death benefits to plan members and beneficiaries. Massachusetts Contributory Retirement System benefits are, with certain minor exceptions, uniform from system to system. The System provides for retirement allowance benefits up to a maximum of 80% of a member's highest three-year average annual rate of regular compensation. For persons who became members on or after April 2, 2012, average salary is the average annual rate of regular compensation received during the five consecutive years that produce the highest average, or, if greater, during the last five years (whether or not consecutive) preceding retirement. Benefit payments are based upon a member's age, length of creditable service, level of compensation, and group classification. Members become vested after ten years of creditable service. There were no changes in benefit terms that affected the measurement of the total pension liability at December 31, 2017.

Employees who resign from service and who are not eligible to receive a retirement allowance or are under the age of 55 are entitled to request a refund of their accumulated total deductions. Survivor benefits are extended to eligible beneficiaries of members whose death occurs prior to or following retirement.

Cost-of-living adjustments granted between 1981 and 1997 and any increase in other benefits imposed by the Commonwealth's state law during those years are borne by the Commonwealth and are deposited into the pension fund. Cost-of-living adjustments granted after 1997 must be approved by the Board and are borne by the System.

*Contributions*

Chapter 32 of the MGL governs the contributions of plan members and member units. Active plan members are required to contribute to the System at rates ranging from 5% to 9% of gross regular compensation with an additional 2% contribution required for compensation exceeding \$30,000. The percentage rate is keyed to the date upon which an employee's membership commences. The member units are required to pay into the WRRS a legislatively mandated actuarial determined contribution that is apportioned among the employers based on active current payroll. The Town's proportionate share of the required contribution equaled its actual contribution for the year ended December 31, 2017, which was \$508,868 and 18.92% of covered payroll, actuarially determined as an amount that, when combined with plan member contributions, is expected to finance the costs of benefits earned by plan members during the year, with an additional amount to finance any unfunded accrued liability.

*Pension Liabilities*

At June 30, 2018, the Town reported a liability of \$8,200,606 for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of January 1, 2018. Accordingly, update procedures were used to roll forward the total pension liability to the measurement date. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating members, actuarially determined. At December 31, 2017, the Town's proportion was 1.005%, which decreased from its proportion measured at December 31, 2016 of 1.006%.

*Pension Expense*

For the year ended June 30, 2018, the Town recognized pension expense of \$1,043,230. At June 30, 2018, the Town reported net deferred outflows of resources and inflows of resources related to pensions of \$861,325 and \$332,404, respectively.

The balances of deferred outflows and inflows at June 30, 2018 consist of the following:

<u>Deferred Category</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>	<u>Total</u>
Differences between expected and actual experience.....	\$ 54,554	\$	\$ 54,554
Difference between projected and actual earnings.....	-	(255,697)	(255,697)
Changes in assumptions.....	781,493		781,493
Changes in proportion and proportionate share of contributions.....	<u>25,278</u>	<u>(76,707)</u>	<u>(51,429)</u>
Total deferred outflows/(inflows) of resources.....	<u>\$ 861,325</u>	<u>\$ (332,404)</u>	<u>\$ 528,921</u>

The Town's deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:

2018.....	\$ 191,520
2019.....	190,619
2020.....	102,079
2021.....	43,546
2022.....	<u>1,157</u>
	<u>\$ 528,921</u>

### *Actuarial Assumptions*

The total pension liability in the January 1, 2018, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement that was updated to December 31, 2017:

Valuation date.....	January 1, 2018
Actuarial cost method.....	Entry Age Normal
Amortization method.....	Increasing dollar amount at 4% to reduce the Unfunded Actuarial Accrued Liability to zero. The annual increase in appropriation is further limited to 9.95%
Remaining amortization period.....	17 years, except for 2002 and 2003 ERI (10 years) and 2010 (4 years)
Asset valuation method.....	The Actuarial Value of Assets is the market value of assets as of the valuation date reduced by the sum of 80% of gains and losses of the prior year, 60% of gains and losses of the second prior year, 40% of gains and losses of the third prior year and 20% of gains and losses of the fourth prior year
Inflation rate.....	3% per year
Projected salary increases.....	Group 1: 4.25-6.00%, based on service. Group 4: 4.75-7.00%, based on service
Mortality rates.....	Based on the RP-2000 Mortality Table (base year 2009) with full generational mortality improvement using Scale BB. For disabled lives, the mortality rates were based on the RP-2000 Mortality Table (base year 2012) with full generational mortality improvement using Scale BB
Investment rate of return.....	7.75%, net of pension plan investment expense, including inflation

### *Investment policy*

The pension plan's policy in regard to the allocation of invested assets is established and may be amended by the Board. Plan assets are managed on a total return basis with a long-term objective of achieving and maintaining a fully funded status for the benefits provided through the pension plan.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of January 1, 2018, are summarized in the following table:

<u>Asset Class</u>	<u>Long-Term Expected Asset Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Global equity.....	40.00%	4.91%
Fixed income.....	22.00%	2.04%
Private equity.....	11.00%	6.50%
Real estate.....	10.00%	3.70%
Timber/Natural resources.....	4.00%	3.25%
Hedge funds.....	13.00%	3.40%
Total.....	<u>100.00%</u>	

#### *Rate of return*

For the year ended December 31, 2017, the annual money-weighted rate of return on pension plan investments, net of pension plan investment expense, was 16.71%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

#### *Discount rate*

The discount rate used to measure the total pension liability was 7.75%. The projection of cash flows used to determine the discount rate assumed plan member contributions will be made at the current contribution rate and that contributions will be made at rates equal to the actuarially determined contribution rate. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

#### *Sensitivity of the net pension liability to changes in the discount rate*

The following presents the net pension liability, calculated using the discount rate of (7.75%), as well as what the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.75%) or 1-percentage-point higher (8.75%) than the current rate:

	<u>1% Decrease (6.75%)</u>	<u>Current Discount (7.75%)</u>	<u>1% Increase (8.75%)</u>
The Town's proportionate share of the net pension liability.....	\$ <u>9,994,775</u>	\$ <u>8,200,606</u>	\$ <u>6,685,419</u>

*Changes in Assumptions - None*

*Changes in Plan Provisions - None*

**NOTE 13 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS**

*Plan Description* – The Town of Lancaster administers a single-employer defined benefit healthcare plan (Plan). The plan provides lifetime healthcare insurance for eligible retirees and their spouses through the Town's group health insurance plan, which covers both active and retired members. Chapter 32B of the MGL assigns authority to establish and amend benefit provisions of the Plan. Benefit provisions are negotiated between the Town and the unions representing Town employees and are renegotiated each bargaining period. The Plan does not issue a publicly available financial report.

*Funding Policy* – Contribution requirements are also negotiated between the Town and union representatives. The required contribution is based on a pay-as-you-go financing requirement. The Town contributes 50 percent of the cost of current-year premiums for eligible retired plan members and their spouses. Plan members receiving benefits contribute the remaining 50 percent of their premium costs. For 2018, the Town contributed approximately \$602,797 to the plan. The Town's average contribution rate was 18.99% of covered payroll.

The Commonwealth of Massachusetts passed special legislation that has allowed the Town to establish a postemployment benefit trust fund and to enable the Town to begin pre-funding its other postemployment benefit (OPEB) liabilities.

During 2018, the Town pre-funded future OPEB liabilities by contributing \$491,838 to the Other Postemployment Benefit Fund in excess of the pay-as-you-go required contribution. These funds are reporting within the Fiduciary Funds financial statements. As of June 30, 2018, the balance of this fund totaled \$2.0 million.

***GASB Statement #74 – OPEB Plan Financial Reporting***

*Measurement Date* – GASB #74 requires the net OPEB liability to be measured as of the OPEB Plan's most recent fiscal year-end. Accordingly, the net OPEB liability was measured as of June 30, 2018, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of June 30, 2017.

*Employees Covered by Benefit Terms* – The following table represents the Plan's membership at June 30, 2017, the date of the actuarial valuation:

Active members.....	45
Inactive members currently receiving benefits.....	<u>31</u>
Total.....	<u><u>76</u></u>

*Components of OPEB Liability* – The following table represents the components of the Plan's OPEB liability as of June 30, 2018:

Total OPEB liability.....	\$ 3,136,174
Less: OPEB plan's fiduciary net position.....	<u>(1,973,084)</u>
Net OPEB liability.....	<u><u>\$ 1,163,090</u></u>
The OPEB plan's fiduciary net position as a percentage of the total OPEB liability.....	62.91%

*Significant Actuarial Methods and Assumptions* – The total OPEB liability in the June 30, 2017, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified, that was updated to June 30, 2018, to be in accordance with GASB Statement #74:

Valuation date.....	June 30, 2017
Actuarial cost method.....	Individual Entry Age Normal
Asset valuation method.....	Market Value of Assets as of the Reporting Date, June 30, 2018
Discount rate.....	7.00%, net of OPEB plan investment expenses, including inflation
Investment rate of return.....	7.04%, net of OPEB plan investment expense, including inflation
Inflation rate.....	2.75% as of June 30, 2018 and for future periods
Salary increases.....	3.00% annually as of June 30, 2018 and for future periods
Mortality rates:	
Pre-Retirement Mortality.....	RP-2000 Employees Mortality Table projected generationally with Scale BB and a base year 2009 for males and females
Post-Retirement Mortality.....	RP-2000 Healthy Annuitant Mortality Table projected generationally with scale BB and a base year 2009 for males and females
Disabled Mortality.....	RP-2000 Healthy Annuitant Table projected generationally with Scale BB and a base year 2012 for males and females

*Rate of Return* - The annual money-weighted rate of return on OPEB plan investments was 9.10%. The money-weighted rate of return expresses investment performance, net of OPEB plan investment expense, adjusted for the changing amounts actually invested.

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce a long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation and subtracting expected investment expenses and a risk margin. The Plan's expected future real rate of return of 4.79% is added to the expected inflation of 2.75% to produce the long-term expected nominal rate of return of 7.54%. The target allocation and projected arithmetic real rates of return for each major asset class, after deducting inflation, but before investment expenses, used in the derivation of the long-term expected investment rate of return assumption are summarized on the following page.

<u>Asset Class</u>	<u>Long-Term Expected Asset Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Domestic equity - large cap.....	14.50%	4.00%
Domestic equity - small/mid cap.....	3.50%	6.00%
International developed markets equity.....	16.00%	4.50%
International emerging markets equity.....	6.00%	7.00%
Domestic fixed income.....	20.00%	2.00%
International fixed income.....	3.00%	3.00%
Alternatives.....	23.00%	6.50%
Real estate.....	14.00%	6.25%
Total.....	<u>100.00%</u>	

*Discount Rate* – The discount rate used to measure the total OPEB liability was 7.00% as of June 30, 2018 and June 30, 2017. The discount rate is a blend of the long-term expected rate of return on OPEB Trust Fund assets for funded periods and a yield or index rate using S&P Municipal Bond 20-year High Grade Index for unfunded periods. The blending is based on the sufficiency of projected assets to make projected benefit payments.

*Sensitivity of the net OPEB liability to changes in the discount rate* – The following table presents the Plan's net OPEB liability, calculated using the discount rate of 7.00%, as well as what the net OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.00%) or 1-percentage-point higher (8.00%) than the current rate.

	<u>1% Decrease (6.00%)</u>	<u>Current Discount Rate (7.00%)</u>	<u>1% Increase (8.00%)</u>
Net OPEB liability..... \$	<u>1,605,169</u>	<u>\$ 1,163,090</u>	<u>\$ 721,011</u>

*Sensitivity of the net OPEB liability to changes in the healthcare trend* – The following table presents the net other postemployment benefit liability, calculated using the healthcare trend rate if it was 1-percentage-point lower or 1-percentage-point higher than the current rate.

	<u>1% Decrease</u>	<u>Current Trend</u>	<u>1% Increase</u>
Net OPEB liability..... \$	<u>362,552</u>	<u>\$ 1,163,090</u>	<u>\$ 2,158,500</u>

*Changes in Assumptions – Effective June 30, 2018:*

- The assumed pre-retirement mortality table is the RP-2000 Employees Mortality Table projected generationally with scale BB and a base year 2009 for males and females – previously RP-2000 Mortality Table projected to 2017
- The assumed post-retirement mortality table is the RP-2000 Healthy Annuitant Mortality Table projected generationally with scale BB and a base year 2009 for males and females – previously RP-2000 Mortality Table projected to 2017

*Changes in Plan Provisions – None.****GASB Statement #75 – OPEB Employer Financial Reporting***

*Summary of Significant Accounting Policies* – For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the Plan and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by the Plan. For this purpose, the Plan recognizes benefit payments when due and payable in accordance with the benefit terms. Investments are reported at fair value, except for money market investments and participating interest-earning investment contracts (repurchase agreements) that have a maturity at the time of purchase of one year or less, which are reported at cost.

*Measurement Date* – GASB Statement #75 requires the net OPEB liability to be measured as of a date no earlier than the end of the employer's prior fiscal year and no later than the end of the employer's current fiscal year, consistently applied from period to period. Accordingly, the net OPEB liability was measured as of June 30, 2017, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of June 30, 2017. The plan membership and actuarial assumptions are consistent with those used for GASB Statement #74, since the same actuarial valuation was used.

*Changes in the Net OPEB Liability*

	Increase (Decrease)		
	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability (a) - (b)
Balances at June 30, 2016.....	\$ 2,419,623	\$ 1,052,331	\$ 1,367,292
Changes for the year:			
Service cost.....	66,988	-	66,988
Interest.....	170,603	134,350	36,253
Changes of benefit terms.....	-	-	-
Change in assumptions.....	324,626	-	324,626
Differences between expected and actual experience.....	81,917	-	81,917
Employer Contributions to Trust.....	-	251,568	(251,568)
Benefit payments.....	(100,568)	(100,568)	-
Net change.....	543,566	285,350	258,216
Balances at June 30, 2017.....	\$ 2,963,189	1,337,681	1,625,508



*Sensitivity of the Net OPEB Liability to Changes in the Discount Rate* – The following table presents the net other postemployment benefit liability and service cost, calculated using the discount rate of 7.00%, as well as what the net other postemployment benefit liability and service cost would be if it were calculated using a discount rate that is 1-percentage-point lower (6.00%) or 1-percentage-point higher (8.00%) than the current rate.

	1% Decrease (6.00%)	Current Discount Rate (7.00%)	1% Increase (8.00%)
Net OPEB liability..... \$	<u>2,043,202</u>	<u>\$ 1,625,508</u>	<u>\$ 1,207,814</u>

*Sensitivity of the Net OPEB Liability to Changes in the Healthcare Trend* – The following table presents the net other postemployment benefit liability and service cost, calculated using the current healthcare trend rate, as well as what the net other postemployment benefit liability and service cost would be if it were calculated using a healthcare trend rate that is 1-percentage-point lower or 1-percentage-point higher.

	1% Decrease	Current Trend	1% Increase
Net OPEB liability..... \$	<u>869,273</u>	<u>\$ 1,625,508</u>	<u>\$ 2,565,830</u>

*OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB* – For the year ended June 30, 2018, and the GASB Statement #75 measurement date of June 30, 2017, the Town recognized OPEB expense of \$228,582. At June 30, 2018, the City reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

Deferred Category	Deferred Outflows of Resources	Deferred Inflows of Resources	Total
Differences between expected and actual experience..... \$	81,917	\$ (55,041)	\$ 26,876
Changes in assumptions.....	324,626	-	324,626
Contributions made subsequent to the measurement date.....	<u>491,838</u>	<u>-</u>	<u>491,838</u>
Total deferred outflows/(inflows) of resources..... \$	<u>898,381</u>	<u>\$ (55,041)</u>	<u>\$ 843,340</u>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Measurement date year ended June 30:

2018.....	\$ 70,300
2019.....	70,300
2020.....	70,300
2021.....	70,300
2022.....	<u>70,302</u>
Subtotal amortized deferred outflows/(inflows) of resource.....	351,502
Contributions made subsequent to the measurement date.....	<u>491,838</u>
	<u>\$ 843,340</u>

*Changes of Assumptions:*

- The discount rate was changed from 4.00% to 7.00% decreasing the disclosed liability by \$1.6 million.
- Based on recommendations by PERAC, the mortality table was updated from the RP-2000 Mortality Table projected to 2017 to RP-2000 Healthy Annuitant Mortality Table projected generationally with scale BB and a base year 2009 for males and females increasing the disclosed liability by \$320 thousand.
- GASB 75 required change in the actuarial cost method. As such, it has been updated to Entry Age Normal from Projected Unit Credit which increased the disclosed liability by \$23 thousand.
- Assumption changes caused Normal Cost to decrease by \$91 thousand.

*Changes in Plan Provisions – None.*

**NOTE 14 - COMMITMENTS**

The Town is committed to pay its proportionate share of the principal and interest on the indebtedness incurred by the Nashoba Regional School District for the purpose of renovating, reconstructing, and equipping the Nashoba Regional High School. The Town's 2018 assessment for its proportionate share of debt service totaled \$137,956.

**NOTE 15 - CONTINGENCIES**

The Town participates in a number of federal award programs. Although the grant programs have been audited in accordance with the provisions of the Title 2 *U.S. Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, these programs are still subject to financial and compliance audits. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although it is expected such amounts, if any, to be immaterial.

Various legal actions and claims are pending against the Town. Litigation is subject to many uncertainties, and the outcome of individual litigated matters is not always predictable. Although the amount of liability, if any, at June 30, 2018 cannot be ascertained, management believes any resulting liability should not materially affect the financial position of the Town at June 30, 2018.

**NOTE 16 – REVISION OF NET POSITION PREVIOUSLY REPORTED**

Beginning net position of the governmental activities has been revised to reflect the implementation of GASB Statement #75. The revised balances are summarized in the following table:

	06/30/2017 Previously Reported Balances	Implementation of GASB #75	06/30/2017 Revised Balances
<b>Government-Wide Financial Statements</b>			
Governmental activities.....	\$ 26,367,888	\$ (83,933)	\$ 26,283,955
Business-type activities.....	<u>7,726,073</u>	<u>(7,990)</u>	<u>7,718,083</u>
Total.....	<u>\$ 34,093,961</u>	<u>\$ (91,923)</u>	<u>\$ 34,002,038</u>
<b>Business-type Activities - Enterprise Funds</b>			
Water Enterprise fund.....	\$ 6,487,131	\$ (7,990)	\$ 6,479,141
Solar Enterprise fund.....	<u>1,238,942</u>	<u>-</u>	<u>1,238,942</u>
Total.....	<u>\$ 7,726,073</u>	<u>\$ (7,990)</u>	<u>\$ 7,718,083</u>

**NOTE 17 – SUBSEQUENT EVENTS**

Management has evaluated subsequent events through January 29, 2019, which is the date the financial statements were available to be issued.

**NOTE 18 – IMPLEMENTATION OF NEW GASB PRONOUNCEMENTS**

During 2018, the following GASB pronouncements were implemented:

- GASB Statement #75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. The basic financial statements, related notes and required supplementary information were updated to be in compliance with this pronouncement.

- GASB Statement #81, *Irrevocable Split-Interest Agreements*. This pronouncement did not impact the basic financial statements.
- GASB Statement #85, *Omnibus 2017*. This pronouncement did not impact the basic financial statements.
- GASB Statement #86, *Certain Debt Extinguishment Issues*. This pronouncement did not impact the basic financial statements.

The following GASB pronouncements will be implemented in the future:

- The GASB issued Statement #83, *Certain Asset Retirement Obligations*, which is required to be implemented in 2019.
- The GASB issued Statement #84, *Fiduciary Activities*, which is required to be implemented in 2019.
- The GASB issued Statement #87, *Leases*, which is required to be implemented in 2021.
- The GASB issued Statement #88, *Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements*, which is required to be implemented in 2019.
- The GASB issued Statement #89, *Accounting for Interest Cost Incurred before the End of a Construction Period*, which is required to be implemented in 2021.
- The GASB issued Statement #90, *Majority Equity Interests – an amendment of GASB Statements #14 and #61*, which is required to be implemented in 2020.

Management is currently assessing the impact the implementation of these pronouncements will have on the basic financial statements.

## ***Required Supplementary Information***

**GENERAL FUND**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -**  
**BUDGET AND ACTUAL**

YEAR ENDED JUNE 30, 2018

	Budgeted Amounts			
	Amounts Carried Forward From Prior Year	Current Year Initial Budget	Original Budget	Final Budget
<b>REVENUES:</b>				
Real estate and personal property taxes, net of tax refunds.....	\$ -	\$ 17,741,659	\$ 17,741,659	\$ 17,741,659
Tax liens.....	-	-	-	-
Motor vehicle and other excise taxes.....	-	1,030,000	1,030,000	1,030,000
Penalties and interest on taxes.....	-	97,000	97,000	97,000
Payments in lieu of taxes.....	-	12,000	12,000	12,000
Intergovernmental - other.....	-	1,141,402	1,141,402	1,141,402
Departmental and other.....	-	593,275	593,275	593,275
Investment income.....	-	15,000	15,000	15,000
<b>TOTAL REVENUES.....</b>	<b>-</b>	<b>20,630,336</b>	<b>20,630,336</b>	<b>20,630,336</b>
<b>EXPENDITURES:</b>				
Current:				
General government.....	15,965	1,919,365	1,935,330	1,824,374
Public safety.....	4,211	1,973,550	1,977,761	2,053,702
Education.....	-	13,201,037	13,201,037	13,201,037
Public works.....	1,590	678,666	680,256	678,667
Health and human services.....	-	177,282	177,282	177,633
Culture and recreation.....	-	408,839	408,839	423,326
Pension benefits.....	-	508,868	508,868	508,868
Property and liability insurance.....	-	102,220	102,220	102,220
Employee benefits.....	-	577,134	577,134	577,134
State and county charges.....	-	134,350	134,350	134,350
Debt service:				
Principal.....	-	771,000	771,000	771,000
Interest.....	-	178,025	178,025	178,025
<b>TOTAL EXPENDITURES.....</b>	<b>21,766</b>	<b>20,630,336</b>	<b>20,652,102</b>	<b>20,630,336</b>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....	(21,766)	-	(21,766)	-
<b>OTHER FINANCING SOURCES (USES):</b>				
Transfers out.....	-	(827,968)	(827,968)	(1,153,838)
<b>NET CHANGE IN FUND BALANCE.....</b>	<b>(21,766)</b>	<b>(827,968)</b>	<b>(849,734)</b>	<b>(1,153,838)</b>
<b>BUDGETARY FUND BALANCE, Beginning of year.....</b>	<b>2,983,719</b>	<b>3,585,456</b>	<b>3,585,456</b>	<b>3,585,456</b>
<b>BUDGETARY FUND BALANCE, End of year.....</b>	<b>\$ 2,961,953</b>	<b>\$ 2,757,488</b>	<b>\$ 2,735,722</b>	<b>\$ 2,431,618</b>

See notes to required supplementary information.

Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance to Final Budget
\$ 17,807,529	\$ -	\$ 65,870
157,833	-	157,833
1,172,622	-	142,622
129,443	-	32,443
90,772	-	78,772
1,192,060	-	50,658
576,632	-	(16,643)
28,189	-	13,189
<u>21,155,080</u>	<u>-</u>	<u>524,744</u>
1,640,002	5,231	179,141
1,922,635	1,424	129,643
13,200,317	-	720
670,565	-	8,102
147,935	531	29,167
403,070	-	20,256
508,868	-	-
100,654	-	1,566
578,742	-	(1,608)
134,350	-	-
770,800	-	200
177,025	-	1,000
<u>20,254,963</u>	<u>7,186</u>	<u>368,187</u>
900,117	(7,186)	892,931
<u>(1,153,838)</u>	<u>-</u>	<u>-</u>
(253,721)	(7,186)	892,931
<u>3,585,456</u>	<u>-</u>	<u>-</u>
\$ <u>3,331,735</u>	\$ <u>(7,186)</u>	\$ <u>892,931</u>

# ***Pension Plan Schedules***

The Schedule of the Town's Proportionate Share of the Net Pension Liability presents multi-year trend information on the Town's net pension liability and related ratios.

The Schedule of Town's Contributions presents multi-year trend information on the Town's required and actual contributions to the pension plan and related ratios.

These schedules are intended to present information for ten years. Until a ten-year trend is compiled, information is presented for those years for which information is available.



**SCHEDULE OF THE TOWN'S PROPORTIONATE SHARE  
OF THE NET PENSION LIABILITY  
LANCASTER CONTRIBUTORY RETIREMENT SYSTEM**

<u>Year</u>	<u>Proportion of the net pension liability (asset)</u>	<u>Proportionate share of the net pension liability (asset)</u>	<u>Covered-payroll</u>	<u>Net pension liability as a percentage of Covered-payroll</u>	<u>Plan fiduciary net position as a percentage of the total pension liability</u>
December 31, 2017.....	1.005%	\$ 8,200,606	\$ 2,689,773	304.88%	46.40%
December 31, 2016.....	1.006%	8,414,126	2,656,155	316.78%	42.00%
December 31, 2015.....	1.000%	7,099,294	2,608,454	272.16%	44.52%
December 31, 2014.....	1.026%	6,106,249	2,508,129	243.46%	47.94%

Note: this schedule is intended to present information for 10 years.  
Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

**SCHEDULE OF THE TOWN'S CONTRIBUTIONS  
LANCASTER CONTRIBUTORY RETIREMENT SYSTEM**

<u>Year</u>	<u>Actuarially determined contribution</u>	<u>Contributions in relation to the actuarially determined contribution</u>	<u>Contribution deficiency (excess)</u>	<u>Covered-payroll</u>	<u>Contributions as a percentage of Covered-payroll</u>
December 31, 2017.....	\$ 508,868	\$ (508,868)	\$ -	\$ 2,689,773	18.92%
December 31, 2016.....	487,963	(487,963)	-	2,656,155	18.37%
December 31, 2015.....	449,938	(449,938)	-	2,608,454	17.25%
December 31, 2014.....	405,522	(405,522)	-	2,508,129	16.17%

Note: this schedule is intended to present information for 10 years.  
Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

# ***Other Postemployment Benefits Plan Schedules***

The Schedule of Changes in the Town's Net Other Postemployment Benefit Liability presents multi-year trend information on the Town's net other postemployment benefit liability and related ratios.

The Schedule of the Town's Contributions presents multi-year trend information on the Town's actual contributions to the other postemployment benefit plan and related ratios.

The Schedule of Investment Return presents multi-year trend information on the money-weighted investment return on other postemployment assets, net of investment expense.

**SCHEDULE OF CHANGES IN THE  
TOWN'S NET OPEB LIABILITY AND RELATED RATIOS  
OTHER POSTEMPLOYMENT BENEFIT PLAN**

	June 30, 2017	June 30, 2018
<b>Total OPEB Liability</b>		
Service Cost.....	\$ 66,988	\$ 75,082
Interest.....	170,603	180,403
Changes of benefit terms.....	-	-
Differences between expected and actual experience.....	-	91,425
Changes of assumptions.....	-	343,577
Benefit payments.....	<u>(100,568)</u>	<u>(110,959)</u>
Net change in total OPEB liability.....	137,023	579,528
Total OPEB liability - beginning.....	<u>2,419,623</u>	<u>2,556,646</u>
Total OPEB liability - ending (a).....	<u><u>\$ 2,556,646</u></u>	<u><u>\$ 3,136,174</u></u>
<b>Plan fiduciary net position</b>		
Employer contributions.....	\$ 151,000	\$ 491,838
Employer contributions for OPEB payments.....	100,568	110,959
Net investment income.....	134,350	143,565
Benefit payments.....	<u>(100,568)</u>	<u>(110,959)</u>
Net change in plan fiduciary net position.....	285,350	635,403
Plan fiduciary net position - beginning of year.....	<u>1,052,331</u>	<u>1,337,681</u>
Plan fiduciary net position - end of year (b).....	<u><u>\$ 1,337,681</u></u>	<u><u>\$ 1,973,084</u></u>
<b>Net OPEB liability - ending (a)-(b).....</b>	<u><u>\$ 1,218,965</u></u>	<u><u>\$ 1,163,090</u></u>
Plan fiduciary net position as a percentage of the total OPEB liability.....	52.32%	62.91%
Covered-employee payroll.....	\$ 3,081,362	\$ 3,173,803
Net OPEB liability as a percentage of covered-employee payroll.....	39.56%	36.65%

Note: this schedule is intended to present information for 10 years.  
Until a 10-year trend is compiled, information is presented for those years for  
which information is available.

See notes to required supplementary information.

**SCHEDULE OF THE TOWN'S CONTRIBUTIONS  
OTHER POSTEMPLOYMENT BENEFIT PLAN**

<u>Year</u>	<u>Actuarially determined contribution</u>	<u>Contributions in relation to the actuarially determined contribution</u>	<u>Contribution deficiency (excess)</u>	<u>Covered- employee payroll</u>	<u>Contributions as a percentage of covered- employee payroll</u>
June 30, 2018.....	\$ 166,888	\$ (602,797)	\$ (435,909)	\$ 3,173,803	18.99%
June 30, 2017.....	169,965	(251,568)	(81,603)	3,081,362	8.16%

Note: this schedule is intended to present information for 10 years.  
Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

**SCHEDULE OF INVESTMENT RETURNS**  
**OTHER POSTEMPLOYMENT BENEFIT PLAN**

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<u>Year</u>	<u>Annual money-weighted rate of return, net of investment expense</u>
June 30, 2018.....	9.10%
June 30, 2017.....	12.77%

Note: this schedule is intended to present information for 10 years.  
Until a 10-year trend is compiled, information is presented for those  
years for which information is available.

See notes to required supplementary information.

## NOTE A – BUDGETARY BASIS OF ACCOUNTING

1. Budgetary Information

Municipal Law requires the adoption of a balanced budget that is approved by the Finance Committee (Committee). The Committee presents an annual budget to the Open Town Meeting, which includes estimates of revenues and other financing sources and recommendations of expenditures and other financing uses. Increases or decreases subsequent to the approval of the annual budget require vote at a Special Town Meeting.

The majority of appropriations are non-continuing which lapse at the end of each year. Others are continuing appropriations for which the governing body has authorized that an unspent balance from a prior year be carried forward and made available for spending in the current year.

Generally, expenditures may not exceed the legal level of spending (salaries, expenses and capital) authorized for an appropriation account. However, the payment of debt service is statutorily required, regardless of whether such amounts are appropriated. Additionally, expenditures for disasters, natural or otherwise, and final judgments may exceed the level of spending authorized by two-thirds majority vote of a supplemental Town Meeting.

The Town adopts an annual budget for the General Fund in conformity with the guidelines described above. The original 2018 approved budget authorized approximately \$20.5 million in appropriations and other amounts to be raised.

The Finance Director has the responsibility to ensure that budgetary control is maintained. Budgetary control is exercised through the Town's accounting system.

2. Budgetary – GAAP Reconciliation

For budgetary financial reporting purposes, the Uniform Municipal Accounting System basis of accounting (established by the Commonwealth) is followed, which differs from the GAAP basis of accounting. A reconciliation of budgetary-basis to GAAP-basis results for the general fund for the year ended June 30, 2018, is presented below:

Net change in fund balance - budgetary basis.....	\$ (253,721)
<u>Perspective differences:</u>	
Activity of the stabilization fund recorded in the general fund for GAAP.....	538,810
<u>Basis of accounting differences:</u>	
Net change in recording tax refunds payable.....	<u>(370,242)</u>
Net change in fund balance - GAAP basis.....	\$ <u><u>(85,153)</u></u>

**NOTE B – PENSION PLAN**Schedule of the Town's Proportionate Share of the Net Pension Liability

The Schedule of the Town's Proportionate Share of the Net Pension Liability details the allocated percentage of the net pension liability (asset), the proportionate share of the net pension liability, and the covered employee payroll. It also demonstrates the net position as a percentage of the pension liability and the net pension liability as a percentage of covered payroll.

Schedule of Town's Contributions

Governmental employers are required to pay an annual appropriation as established by PERAC. The appropriation includes the amounts to pay the pension portion of each member's retirement allowance, an amount to amortize the actuarially determined unfunded liability to zero in accordance with the System's funding schedule, and additional appropriations in accordance with adopted early retirement incentive programs. The appropriations are payable on July 1 and January 1. The Town may choose to pay the entire appropriation in July at a discounted rate. Accordingly, actual contributions may be less than the "total appropriation". The pension fund appropriation is allocated to the Town based on covered payroll.

Changes in Assumptions - NoneChanges in Plan Provisions - None**NOTE C – OTHER POSTEMPLOYMENT BENEFITS**

The Town administers a single-employer defined benefit healthcare plan (Plan). The plan provides lifetime healthcare for eligible retirees and their spouses through the Town's health insurance plan, which covers both active and retired members, including teachers.

**The Other Postemployment Benefit Plan**The Schedule of Changes in the Town's Net Other Postemployment Benefit Liability and Related Ratios

The Schedule of Changes in the Town's Net Other Postemployment Benefit Liability and Related Ratios presents multi-year trend information on changes in the Plan's total OPEB liability, changes in the Plan's net position, and ending net OPEB liability. It also demonstrates the Plan's net position as a percentage of the total liability and the Plan's net other postemployment benefit liability as a percentage of covered employee payroll.

Schedule of the Town's Contributions

The Schedule of the Town's Contributions includes the Town's annual required contribution to the Plan, along with the contribution made in relation to the actuarially determined contribution and the covered employee payroll. The Town is not required to fully fund this contribution. It also demonstrates the contributions as a percentage of covered payroll.



Schedule of Investment Returns

The Schedule of Investment Returns includes the money-weighted investment return on the Plan's other postemployment assets, net of investment expense.

Changes in Assumptions:

- The assumed pre-retirement mortality table is the RP-2000 Employees Mortality Table projected generationally with scale BB and a base year 2009 for males and females – previously RP-2000 Mortality Table projected to 2017
- The assumed post-retirement mortality table is the RP-2000 Healthy Annuitant Mortality Table projected generationally with scale BB and a base year 2009 for males and females – previously RP-2000 Mortality Table projected to 2017

Changes in Plan Provisions - None

***REPORT ON INTERNAL CONTROL  
OVER FINANCIAL REPORTING AND ON  
COMPLIANCE AND OTHER MATTERS***



**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**

100 Quannapowitt Parkway  
Suite 101  
Wakefield, MA 01880  
T. 781-914-1700  
F. 781-914-1701  
[www.powersandsullivan.com](http://www.powersandsullivan.com)

**Independent Auditor's Report**

To the Honorable Board of Selectmen  
Town of Lancaster, 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 Town of Lancaster, Massachusetts, (the "Town") as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements, and have issued our report thereon dated January 29, 2019.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Town'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's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

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

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

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

### **Purpose of this Report**

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

A handwritten signature in black ink that reads "Powers & Sullivan LLC". The signature is written in a cursive, flowing style.

January 29, 2019