

TOWN OF BRISTOL, NEW HAMPSHIRE

Annual Financial Statements

For the Year Ended December 31, 2013

Town of Bristol, New Hampshire

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INDEPENDENT AUDITORS' REPORT

To the Board of Selectmen
Town of Bristol, New Hampshire

Additional Offices:
Nashua, NH
Andover, MA
Greenfield, MA
Ellsworth, ME

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 Bristol, New Hampshire, as of and for the year ended December 31, 2013, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opin-

ion 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 (1) qualified audit opinion on the governmental activities, and (2) unmodified audit opinion on the business-type activities, each major fund and aggregate remaining fund information.

Basis for Qualified Opinion on Governmental Activities

Management has not included any of the Town's capital assets acquired nor the accumulated depreciation and depreciation expense related to those assets in the governmental activities. Accounting principles generally accepted in the United States of America require that those capital assets be capitalized and depreciated, which would increase the assets, net position, and expenses of the governmental activities. The amount by which this departure would affect the assets, net position, and expenses of the governmental activities has not been determined.

Qualified Opinion on Governmental Activities

In our opinion, except for the effects of the matter described in the Basis for Qualified Opinion in the Governmental Activities paragraph, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of the Town of Bristol, New Hampshire, as of December 31, 2013, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Opinion on Business-type Activities, Major Funds and Aggregate Remaining Fund Information

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Bristol, New Hampshire, as of December 31, 2013, and the respective changes in financial position where applicable, cash flows thereof and the respective budgetary comparison for the general fund 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 management's discussion and analysis and Schedule of Funding Progress 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 evidence sufficient 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 July 28, 2013 on our consideration of the Town's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control over financial reporting and compliance.

Melanson Heath

July 28, 2014

MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Town of Bristol, New Hampshire we offer readers this narrative overview and analysis of the financial activities of the Town of Bristol for the year ended December 31, 2013.

A. OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the basic financial statements. The basic financial statements are comprised of 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 our finances in a manner similar to a private-sector business.

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

The Statement of Activities presents information showing how the Town'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 and earned but unused vacation leave).

Both of the government-wide financial statements distinguish 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, highways and streets, sanitation, health, welfare, culture and recreation, conservation and economic development. The business-type activities include water and wastewater 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 financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the year. Such information may be useful in evaluating a government's near-term financing requirements.

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

An annual appropriated budget is adopted for the general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

Proprietary funds. Proprietary funds are maintained as follows:

Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. Specifically, enterprise funds are used to account for water and wastewater operations.

Proprietary funds provide the same type of information as the business-type activities reported in the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the water and wastewater operations, both of which are considered to be major funds.

Notes to 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.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information which is required to be disclosed by accounting principles generally accepted in the United States of America.

B. FINANCIAL HIGHLIGHTS

- As of the close of the current year, the total of assets exceeded liabilities by \$3,157,740 (i.e., net position), a change of \$(826,112) in comparison to the prior year.
- As of the close of the current year, governmental funds reported combined ending fund balances of \$385,464, a change of \$(790,881) in comparison to the prior year.
- At the end of the current year, unassigned fund balance for the general fund was \$226,059 a change of \$(4,238) in comparison to the prior year.
- Total long-term debt (i.e., bonds and notes payable) at the close of the current year was \$2,821,549, a change of \$(229,674) in comparison to the prior year.

C. GOVERNMENT-WIDE FINANCIAL ANALYSIS

The following is a summary of condensed government-wide financial data for the current year and prior years.

	<u>NET POSITION</u>					
	<u>Governmental Activities</u>		<u>Business-Type Activities</u>		<u>Total</u>	
	<u>2013</u>	<u>2012</u>	<u>2013</u>	<u>2012</u>	<u>2013</u>	<u>2012</u>
Current and other assets	\$ 4,220,663	\$ 4,573,649	\$ 1,154,089	\$ 1,540,258	\$ 5,374,752	\$ 6,113,907
Capital assets	-	-	4,575,217	4,315,770	4,575,217	4,315,770
Total assets	4,220,663	4,573,649	5,729,306	5,856,028	9,949,969	10,429,677
Long-term liabilities outstanding	1,561,199	1,761,509	1,434,787	1,495,157	2,995,986	3,256,666
Other liabilities	3,533,625	2,995,558	88,670	81,642	3,622,295	3,077,200
Deferred Inflows	170,876	111,959	3,072	-	173,948	111,959
Total liabilities	5,265,700	4,869,026	1,526,529	1,576,799	6,792,229	6,445,825
Net position:						
Net investment in capital assets	-	-	3,033,246	2,706,660	3,033,246	2,706,660
Restricted	176,969	553,339	-	-	176,969	553,339
Unrestricted	(1,222,006)	(848,716)	1,169,531	1,572,569	(52,475)	723,853
Total net position	<u>\$ (1,045,037)</u>	<u>\$ (295,377)</u>	<u>\$ 4,202,777</u>	<u>\$ 4,279,229</u>	<u>\$ 3,157,740</u>	<u>\$ 3,983,852</u>

CHANGES IN NET POSITION

	Governmental		Business-Type		Total	
	<u>Activities</u>		<u>Activities</u>			
	<u>2013</u>	<u>2012</u>	<u>2013</u>	<u>2012</u>	<u>2013</u>	<u>2012</u>
Revenues:						
Program revenues						
Charges for services	\$ 722,360	\$ 673,739	\$ 750,460	\$ 724,856	\$ 1,472,820	\$ 1,398,595
Operating grants and contributions	151,959	27,583	-	38,113	151,959	65,696
Capital grants and contributions	629,939	248,053	-	15,345	629,939	263,398
General revenues:						
Property taxes	2,907,539	2,671,170	-	-	2,907,539	2,671,170
Motor vehicle permits	489,178	462,925	-	-	489,178	462,925
Penalties and interest on taxes	130,519	127,677	-	-	130,519	127,677
Grants and contributions not restricted to specific programs	308,024	239,229	-	-	308,024	239,229
Investment income	12,788	14,892	1,045	2,972	13,833	17,864
Miscellaneous	28,274	33,264	1,608	31,567	29,882	64,831
Total revenues	<u>5,380,580</u>	<u>4,498,532</u>	<u>753,113</u>	<u>812,853</u>	<u>6,133,693</u>	<u>5,311,385</u>
Expenses:						
General government	985,326	792,336	-	-	985,326	792,336
Public safety	2,019,799	2,104,938	-	-	2,019,799	2,104,938
Highway and streets	1,863,784	1,254,299	-	-	1,863,784	1,254,299
Sanitation	237,947	262,186	-	-	237,947	262,186
Health	62,803	51,848	-	-	62,803	51,848
Welfare	67,068	69,598	-	-	67,068	69,598
Culture and recreation	822,123	900,414	-	-	822,123	900,414
Conservation	1,826	893	-	-	1,826	893
Economic development	2,300	2,300	-	-	2,300	2,300
Interest on long-term debt	35,559	24,918	-	-	35,559	24,918
Water services	-	-	408,424	439,550	408,424	439,550
Wastewater services	-	-	453,846	428,989	453,846	428,989
Total expenses	<u>6,098,535</u>	<u>5,463,730</u>	<u>862,270</u>	<u>868,539</u>	<u>6,960,805</u>	<u>6,332,269</u>
Change in net position before transfers and permanent fund contributions	(717,955)	(965,198)	(109,157)	(55,686)	(827,112)	(1,020,884)
Transfers in (out)	(32,705)	(4,935)	32,705	4,935	-	-
Permanent fund contributions	<u>1,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,000</u>	<u>-</u>
Change in net position	(749,660)	(970,133)	(76,452)	(50,751)	(826,112)	(1,020,884)
Net position - beginning of year	<u>(295,377)</u>	<u>674,756</u>	<u>4,279,229</u>	<u>4,329,980</u>	<u>3,983,852</u>	<u>5,004,736</u>
Net position - end of year	<u>\$ (1,045,037)</u>	<u>\$ (295,377)</u>	<u>\$ 4,202,777</u>	<u>\$ 4,279,229</u>	<u>\$ 3,157,740</u>	<u>\$ 3,983,852</u>

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. At the close of the most recent year, total net position was \$3,157,740, a change of \$(826,112) from the prior year.

The largest portion of net position \$3,033,246 reflects our investment in capital assets (e.g., land, buildings, machinery, equipment, and infrastructure), less any

related debt used to acquire those assets that is still outstanding. These capital assets are used to provide services to citizens; consequently, these assets are not available for future spending. Although the investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of net position \$176,969 represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position deficit is \$(52,475).

Governmental activities. Governmental activities for the year resulted in a change in net position of \$(749,660). Key elements of this change are as follows:

General fund operations, as discussed further in Section D	\$ 33,929
Central Square project fund	(448,440)
Nonmajor funds activities	(376,370)
Other	<u>41,221</u>
Total	<u>\$ (749,660)</u>

Business-type activities. Business-type activities for the year resulted in a change in net position of \$(76,452). Key elements of this change are as follows:

Water services	\$ (618)
Wastewater services	<u>(75,834)</u>
Total	<u>\$ (76,452)</u>

D. FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As noted earlier, fund accounting is used 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, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the year.

As of the end of the current year, governmental funds reported combined ending fund balances of \$385,464, a change of \$(790,881) in comparison to the prior year. Key elements of this change are as follows:

General fund operations	\$	33,929
Central Square project fund		(448,440)
Nonmajor activities		<u>(376,370)</u>
Total	\$	<u><u>(790,881)</u></u>

The general fund is the chief operating fund. At the end of the current year, unassigned fund balance of the general fund was \$226,059, while total fund balance was \$426,488. 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. Refer to the table below.

<u>General Fund</u>	<u>12/31/13</u>	<u>12/31/12</u>	<u>Change</u>	<u>% of Total General Fund Expenditures</u>
Unassigned fund balance	\$ 226,059	\$ 230,297	\$ (4,238)	4.9%
Total fund balance	\$ 426,488	\$ 392,559	\$ 33,929	9.3%

The fund balance of the general fund changed by \$33,929 during the current year. Key factors in this change are as follows:

Revenues in excess of budget	\$	198,243
Expenditures less than budget		56,074
Use of fund balance		(300,000)
Tax collections as compared to budget		53,503
Other		<u>26,109</u>
Total	\$	<u><u>33,929</u></u>

Included in the total general fund balance are the Town's capital reserve accounts with the following balances:

	<u>12/31/13</u>	<u>12/31/12</u>	<u>Change</u>
Capital reserves	\$ <u>73,800</u>	\$ <u>94,528</u>	\$ <u>(20,728)</u>
Total	\$ <u><u>73,800</u></u>	\$ <u><u>94,528</u></u>	\$ <u><u>(20,728)</u></u>

Proprietary funds. Proprietary funds provide the same type of information found in the business-type activities reported in the government-wide financial statements, but in more detail.

Unassigned net position of the enterprise funds at the end of the year amounted to \$1,169,531, a change of \$(403,038) in comparison to the prior year.

Other factors concerning the finances of proprietary funds have already been addressed in the entity-wide discussion of business-type activities.

E. GENERAL FUND BUDGETARY HIGHLIGHTS

There were no differences between the original budget and the final amended budget.

F. CAPITAL ASSET AND DEBT ADMINISTRATION

Capital assets. Total investment in capital assets for business-type activities at year end amounted to \$4,575,217 (net of accumulated depreciation), a change of \$259,447 from the prior year. This investment in capital assets includes land, buildings and system, improvements, and machinery and equipment.

Major capital asset events during the current year included the following:

Central Square Project Infrastructure	\$ 407,500
Water & Sewer Meter Software	\$ 60,000

Additional information on capital assets can be found in the Notes to the Financial Statements.

Long-term debt. At the end of the current year, total long-term debt outstanding was \$2,821,549, all of which was backed by the full faith and credit of the government.

Additional information on capital assets and long-term debt can be found in the Notes to the Financial Statements.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Town of Bristol'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:

Office of Town Administrator
Town of Bristol
230 Lake Street
Bristol, New Hampshire 03222

TOWN OF BRISTOL, NEW HAMPSHIRE

STATEMENT OF NET POSITION

DECEMBER 31, 2013

	Governmental <u>Activities</u>	Business-Type <u>Activities</u>	<u>Total</u>
ASSETS			
Current:			
Cash and short-term investments	\$ 2,897,104	\$ 391,852	\$ 3,288,956
Restricted cash	73,800	675,850	749,650
Investments	59,958	-	59,958
Receivables, net of allowance for uncollectibles:			
Property taxes	422,773	-	422,773
User fees	91,197	167,084	258,281
Intergovernmental	170,876	4,525	175,401
Internal balances	255,807	(255,807)	-
Other assets	28,402	16,270	44,672
Noncurrent:			
Receivables, net of allowance for uncollectibles:			
Property taxes	220,746	-	220,746
Intergovernmental	-	154,315	154,315
Capital assets:			
Land and construction in progress	-	2,068,034	2,068,034
Other assets, net of accumulated depreciation	-	<u>2,507,183</u>	<u>2,507,183</u>
TOTAL ASSETS	4,220,663	5,729,306	9,949,969
LIABILITIES			
Current:			
Accounts payable	2,219	-	2,219
Accrued liabilities	104,436	21,287	125,723
Due to school district	2,725,306	-	2,725,306
Tax refunds payable	408,737	-	408,737
Due to other governments	12	-	12
Other current liabilities	25,265	-	25,265
Current portion of long-term liabilities:			
Bonds and notes payable	162,535	64,367	226,902
Other liabilities	105,115	3,016	108,131
Noncurrent:			
Bonds and notes payable, net of current portion	1,207,273	1,387,374	2,594,647
OPEB liability	114,591	20,256	134,847
Other liabilities, net of current portion	239,335	27,157	266,492
DEFERRED INFLOWS OF RESOURCES	<u>170,876</u>	<u>3,072</u>	<u>173,948</u>
TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES	5,265,700	1,526,529	6,792,229
NET POSITION			
Net investment in capital assets	-	3,033,246	3,033,246
Restricted for:			
Special purposes	121,882	-	121,882
Permanent funds:			
Nonexpendable	51,485	-	51,485
Expendable	3,602	-	3,602
Unrestricted	<u>(1,222,006)</u>	<u>1,169,531</u>	<u>(52,475)</u>
TOTAL NET POSITION	\$ <u>(1,045,037)</u>	\$ <u>4,202,777</u>	\$ <u>3,157,740</u>

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

TOWN OF BRISTOL, NEW HAMPSHIRE

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED DECEMBER 31, 2013

	<u>Expenses</u>	<u>Program Revenues</u>			<u>Net(Expenses) Revenues and Changes in Net Position</u>		
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
Governmental Activities:							
General government	\$ 985,326	\$ 72,323	\$ -	\$ -	\$ (913,003)	\$ -	\$ (913,003)
Public safety	2,019,799	477,036	5,182	-	(1,537,581)	-	(1,537,581)
Highways and streets	1,863,784	5,867	-	629,939	(1,227,978)	-	(1,227,978)
Sanitation	237,947	150,006	-	-	(87,941)	-	(87,941)
Health	62,803	-	-	-	(62,803)	-	(62,803)
Welfare	67,068	850	-	-	(66,218)	-	(66,218)
Culture and recreation	822,123	16,278	146,777	-	(659,068)	-	(659,068)
Conservation	1,826	-	-	-	(1,826)	-	(1,826)
Economic development	2,300	-	-	-	(2,300)	-	(2,300)
Interest	35,559	-	-	-	(35,559)	-	(35,559)
Total Governmental Activities	6,098,535	722,360	151,959	629,939	(4,594,277)	-	(4,594,277)
Business-Type Activities:							
Water services	408,424	408,660	-	-	-	236	236
Wastewater services	453,846	341,800	-	-	-	(112,046)	(112,046)
Total Business-Type Activities	862,270	750,460	-	-	-	(111,810)	(111,810)
Total	\$ 6,960,805	\$ 1,472,820	\$ 151,959	\$ 629,939	(4,594,277)	(111,810)	(4,706,087)
General Revenues, Transfers, and Contributions:							
Property taxes					2,907,539	-	2,907,539
Motor vehicle permits					489,178	-	489,178
Penalties, interest, and other taxes					130,519	-	130,519
Grants and contributions not restricted to specific programs					308,024	-	308,024
Investment income					12,788	1,045	13,833
Miscellaneous					28,274	1,608	29,882
Transfers, net					(32,705)	32,705	-
Permanent fund contributions					1,000	-	1,000
Total general revenues, transfers, and contributions					3,844,617	35,358	3,879,975
Change in Net Position					(749,660)	(76,452)	(826,112)
Net Position:							
Beginning of year					(295,377)	4,279,229	3,983,852
End of year					\$ (1,045,037)	\$ 4,202,777	\$ 3,157,740

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

TOWN OF BRISTOL, NEW HAMPSHIRE

GOVERNMENTAL FUNDS

BALANCE SHEET

DECEMBER 31, 2013

	<u>General</u>	Central Square <u>Project</u>	Nonmajor Governmental <u>Funds</u>	Total Governmental <u>Funds</u>
ASSETS				
Cash and short-term investments	\$ 2,780,093	\$ -	\$ 117,011	\$ 2,897,104
Investments	-	-	59,958	59,958
Restricted cash	73,800	-	-	73,800
Receivables:				
Property taxes	744,799	-	-	744,799
User fees	91,197	-	-	91,197
Intergovernmental	-	170,876	-	170,876
Due from other funds	817,596	364,000	-	1,181,596
Other assets	791	-	-	791
TOTAL ASSETS	<u>\$ 4,508,276</u>	<u>\$ 534,876</u>	<u>\$ 176,969</u>	<u>\$ 5,220,121</u>
LIABILITIES				
Accounts payable	\$ 2,219	\$ -	\$ -	\$ 2,219
Accrued liabilities	84,453	-	-	84,453
Tax refunds payable	408,737	-	-	408,737
Due to other funds	343,796	581,993	-	925,789
Due to school district	2,725,306	-	-	2,725,306
Due to other governments	12	-	-	12
Other liabilities	25,265	-	-	25,265
TOTAL LIABILITIES	3,589,788	581,993	-	4,171,781
DEFERRED INFLOWS OF RESOURCES	492,000	170,876	-	662,876
FUND BALANCES				
Nonspendable	-	-	51,485	51,485
Restricted	-	-	125,484	125,484
Committed	73,800	17,647	-	91,447
Assigned	126,629	-	-	126,629
Unassigned	226,059	(235,640)	-	(9,581)
TOTAL FUND BALANCES	<u>426,488</u>	<u>(217,993)</u>	<u>176,969</u>	<u>385,464</u>
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	<u>\$ 4,508,276</u>	<u>\$ 534,876</u>	<u>\$ 176,969</u>	<u>\$ 5,220,121</u>

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

TOWN OF BRISTOL, NEW HAMPSHIRE

RECONCILIATION OF TOTAL GOVERNMENTAL FUND
BALANCES TO NET POSITION OF GOVERNMENTAL
ACTIVITIES IN THE STATEMENT OF NET POSITION

DECEMBER 31, 2013

Total governmental fund balances	\$ 385,464
<ul style="list-style-type: none">• Tax deeded property in governmental activities are not financial resources and, therefore, are not reported in the funds.	27,611
<ul style="list-style-type: none">• Revenues are reported on the accrual basis of accounting and are not deferred until collection.	390,720
<ul style="list-style-type: none">• In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.	(19,983)
<ul style="list-style-type: none">• Long-term liabilities, including bonds and lease payable, compensated absences, and landfill liability are not due and payable in the current period and, therefore, are not reported in the governmental funds.	<u>(1,828,849)</u>
Net position of governmental activities	<u>\$ (1,045,037)</u>

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

TOWN OF BRISTOL, NEW HAMPSHIRE
GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED DECEMBER 31, 2013

	<u>General</u>	<u>Central Square Project</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
Revenues:				
Property taxes	\$ 3,059,959	\$ -	\$ -	\$ 3,059,959
Penalties, interest, and other taxes	130,519	-	-	130,519
Charges for services	595,778	-	-	595,778
Intergovernmental	309,529	629,939	150,454	1,089,922
Licenses and permits	615,760	-	-	615,760
Investment income	28	-	12,861	12,889
Contributions	-	-	1,000	1,000
Miscellaneous	<u>28,173</u>	<u>-</u>	<u>-</u>	<u>28,173</u>
Total Revenues	4,739,746	629,939	164,315	5,534,000
Expenditures:				
Current:				
General government	863,408	-	6	863,414
Public safety	1,952,883	-	2,169	1,955,052
Highways and streets	712,397	1,148,379	-	1,860,776
Sanitation	235,095	-	-	235,095
Health	62,803	-	-	62,803
Welfare	67,068	-	-	67,068
Culture and recreation	271,382	-	543,252	814,634
Conservation	823	-	1,003	1,826
Economic development	2,300	-	-	2,300
Debt service	280,929	-	-	280,929
Capital outlay	<u>148,279</u>	<u>-</u>	<u>-</u>	<u>148,279</u>
Total Expenditures	<u>4,597,367</u>	<u>1,148,379</u>	<u>546,430</u>	<u>6,292,176</u>
Excess (deficiency) of revenues over expenditures	142,379	(518,440)	(382,115)	(758,176)
Other Financing Sources (Uses):				
Transfers in	5,760	70,000	5,745	81,505
Transfers out	<u>(114,210)</u>	<u>-</u>	<u>-</u>	<u>(114,210)</u>
Total Other Financing Sources (Uses)	<u>(108,450)</u>	<u>70,000</u>	<u>5,745</u>	<u>(32,705)</u>
Change in fund balance	33,929	(448,440)	(376,370)	(790,881)
Fund Equity, at Beginning of Year, as restated	<u>392,559</u>	<u>230,447</u>	<u>553,339</u>	<u>1,176,345</u>
Fund Equity, at End of Year	<u>\$ 426,488</u>	<u>\$ (217,993)</u>	<u>\$ 176,969</u>	<u>\$ 385,464</u>

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

TOWN OF BRISTOL, NEW HAMPSHIRE

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

FOR THE YEAR ENDED DECEMBER 31, 2013

Net changes in fund balances - total governmental funds	\$ (790,881)
<ul style="list-style-type: none"> Revenues in the Statement of Activities that do not provide current financial resources are fully deferred in the Statement of Revenues, Expenditures, and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable (e.g., property taxes) differ between the two statements. This amount represents the net change in deferred revenue. 	(152,420)
<ul style="list-style-type: none"> The issuance of long-term debt (e.g., bonds and leases) 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, however, has any effect on net position: <ul style="list-style-type: none"> Repayments of debt on bonds and notes payable Repayments of capital leases 	162,535 85,944
<ul style="list-style-type: none"> In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due. 	(3,109)
<ul style="list-style-type: none"> Some expenses reported in the Statement of Activities, such as compensated absences, do not require the use of current financial resources and therefore, are not reported as expenditures in the governmental funds. 	<u>(51,729)</u>
Change in net position of governmental activities	<u><u>\$ (749,660)</u></u>

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

TOWN OF BRISTOL, NEW HAMPSHIRE

GENERAL FUND

STATEMENT OF REVENUES AND OTHER SOURCES,
AND EXPENDITURES AND OTHER USES - BUDGET AND ACTUAL

FOR THE YEAR ENDED DECEMBER 31, 2013

	Original <u>Budget</u>	Final <u>Budget</u>	Actual Amounts (Budgetary <u>Basis</u>)	Variance with Final Budget Positive (<u>Negative</u>)
Revenues and other sources:				
Property taxes	\$ 3,006,456	\$ 3,006,456	\$ 3,006,456	\$ -
Interest, penalties, and other taxes	121,605	121,605	130,519	8,914
Charges for services	513,267	513,267	596,818	83,551
Intergovernmental	243,406	243,406	308,489	65,083
Licenses and permits	582,800	582,800	615,760	32,960
Miscellaneous	33,360	33,360	28,173	(5,187)
Other financing sources:				
Transfers in	5,760	5,760	18,682	12,922
Use of fund balance	<u>300,000</u>	<u>300,000</u>	<u>300,000</u>	<u>-</u>
Total Revenues	4,806,654	4,806,654	5,004,897	198,243
Expenditures and other uses:				
Current:				
General government	819,604	819,604	940,565	(120,961)
Public safety	1,944,205	1,944,205	1,909,171	35,034
Highways and streets	769,260	769,260	743,967	25,293
Sanitation	258,880	258,880	227,095	31,785
Health	63,167	63,167	62,803	364
Welfare	69,152	69,152	66,907	2,245
Culture and recreation	304,876	304,876	271,000	33,876
Conservation	1,808	1,808	823	985
Economic development	2,300	2,300	2,300	-
Debt service	317,869	317,869	317,305	564
Capital outlay	185,533	185,533	138,644	46,889
Other financing uses:				
Transfers out	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>	<u>-</u>
Total Expenditures	<u>4,806,654</u>	<u>4,806,654</u>	<u>4,750,580</u>	<u>56,074</u>
Excess of revenues and other sources over expenditures and other uses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 254,317</u>	<u>\$ 254,317</u>

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

TOWN OF BRISTOL, NEW HAMPSHIRE

PROPRIETARY FUNDS

STATEMENT OF NET POSITION

DECEMBER 31, 2013

	Business-Type Activities Enterprise Funds		
	<u>Water Fund</u>	<u>Wastewater Fund</u>	<u>Total</u>
ASSETS			
Current:			
Cash and short-term investments	\$ 213,346	\$ 178,506	\$ 391,852
Restricted cash	565,137	110,713	675,850
User fees, net of allowance for uncollectibles	85,910	81,174	167,084
Intergovernmental receivables	-	4,525	4,525
Due from other funds	-	7,858	7,858
Other assets	<u>15,796</u>	<u>474</u>	<u>16,270</u>
Total current assets	880,189	383,250	1,263,439
Noncurrent:			
Intergovernmental	-	154,315	154,315
Capital assets:			
Land and construction in progress	1,126,924	941,110	2,068,034
Other capital assets, net of accumulated depreciation	<u>992,848</u>	<u>1,514,335</u>	<u>2,507,183</u>
Total noncurrent assets	<u>2,119,772</u>	<u>2,609,760</u>	<u>4,729,532</u>
TOTAL ASSETS	2,999,961	2,993,010	5,992,971
LIABILITIES			
Current:			
Accrued liabilities	13,045	8,242	21,287
Due to other funds	7,541	256,124	263,665
Current portion of long-term liabilities:			
Bonds payable	42,310	22,057	64,367
Other liabilities	<u>1,499</u>	<u>1,517</u>	<u>3,016</u>
Total current liabilities	64,395	287,940	352,335
Noncurrent:			
Bonds payable, net of current portion	783,228	604,146	1,387,374
OPEB liability	10,128	10,128	20,256
Other liabilities, net of current portion	<u>13,495</u>	<u>13,662</u>	<u>27,157</u>
Total noncurrent liabilities	<u>806,851</u>	<u>627,936</u>	<u>1,434,787</u>
DEFERRED INFLOWS OF RESOURCES	<u>3,072</u>	-	<u>3,072</u>
TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES	874,318	915,876	1,790,194
NET POSITION			
Net investment in capital assets	1,294,234	1,739,012	3,033,246
Unrestricted	<u>831,409</u>	<u>338,122</u>	<u>1,169,531</u>
TOTAL NET POSITION	<u>\$ 2,125,643</u>	<u>\$ 2,077,134</u>	<u>\$ 4,202,777</u>

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

TOWN OF BRISTOL, NEW HAMPSHIRE

PROPRIETARY FUNDS

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION

FOR THE YEAR ENDED DECEMBER 31, 2013

	Business-Type Activities Enterprise Funds		
	Water Fund	Wastewater Fund	Total
Operating Revenues:			
Charges for services	\$ 408,660	\$ 343,408	\$ 752,068
Total Operating Revenues	408,660	343,408	752,068
Operating Expenses:			
Operating expenses	274,394	330,324	604,718
Depreciation	104,459	103,594	208,053
Total Operating Expenses	378,853	433,918	812,771
Operating Income (Loss)	29,807	(90,510)	(60,703)
Nonoperating Revenues (Expenses):			
Investment income	633	412	1,045
Interest expense	(29,571)	(19,928)	(49,499)
Total Nonoperating Revenues (Expenses), Net	(28,938)	(19,516)	(48,454)
Income (Loss) Before Transfers	869	(110,026)	(109,157)
Transfers:			
Transfers in	1,393	37,072	38,465
Transfers out	(2,880)	(2,880)	(5,760)
Change in Net Position	(618)	(75,834)	(76,452)
Net Position at Beginning of Year	2,126,261	2,152,968	4,279,229
Net Position at End of Year	\$ 2,125,643	\$ 2,077,134	\$ 4,202,777

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

TOWN OF BRISTOL, NEW HAMPSHIRE
 PROPRIETARY FUNDS
 STATEMENT OF CASH FLOWS
 FOR THE YEAR ENDED DECEMBER 31, 2013

	Business-Type Activities Enterprise Funds		
	Water Fund	Wastewater Fund	Total
<u>Cash Flows From Operating Activities:</u>			
Receipts from customers and users	\$ 409,154	\$ 343,192	\$ 752,346
Payments to vendors and employees	(262,821)	(328,100)	(590,921)
Net Cash Provided By (Used For) Operating Activities	146,333	15,092	161,425
<u>Cash Flows From Noncapital Financing Activities:</u>			
Transfers in (out)	(1,487)	34,192	32,705
Net Cash (Used For) Noncapital Financing Activities	(1,487)	34,192	32,705
<u>Cash Flows From Capital and Related Financing Activities:</u>			
Repayment of debt	(41,582)	(25,557)	(67,139)
Acquisition and construction of capital assets	(39,908)	(20,092)	(60,000)
Interest expense	(29,571)	(19,928)	(49,499)
Net Cash (Used For) Capital and Related Financing Activities	(111,061)	(65,577)	(176,638)
<u>Cash Flows From Investing Activities:</u>			
Investment income	633	412	1,045
Reclass of restricted cash	(199)	(39)	(238)
Net Cash (Used For) Investing Activities	434	373	807
Net Change in Cash and Short-Term Investments	34,219	(15,920)	18,299
Cash and Short-Term Investments, Beginning of Year	179,127	194,426	373,553
Cash and Short-Term Investments, End of Year	\$ 213,346	\$ 178,506	\$ 391,852
<u>Reconciliation of Operating Income to Net Cash Provided by (Used For) Operating Activities:</u>			
Operating income (loss)	\$ 29,807	\$ (90,510)	\$ (60,703)
Adjustments to reconcile operating income (loss) to net cash provided by (used for) operating activities:			
Depreciation	104,459	103,594	208,053
Changes in assets and liabilities:			
User fees	(2,578)	(216)	(2,794)
Other liabilities	8,819	(530)	8,289
OPEB liability	2,754	2,754	5,508
Deferred inflows	3,072	-	3,072
Net Cash Provided By (Used For) Operating Activities	\$ 146,333	\$ 15,092	\$ 161,425

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

TOWN OF BRISTOL, NEW HAMPSHIRE

Notes to Financial Statements

1. Summary of Significant Accounting Policies

The accounting policies of the Town of Bristol, New Hampshire (the Town) conform to generally accepted accounting principles (GAAP) as applicable to governmental units, except as indicated in Note 2. The following is a summary of the more significant policies:

A. Reporting Entity

The Town is a municipal corporation governed by an elected Board of Selectmen. As required by generally accepted accounting principles, these financial statements present the government and applicable component units for which the government is considered to be financially accountable. In year 2013, it was determined that no entities met the required GASB 39 criteria of component units.

B. Government-Wide and Fund Financial Statements

Government-Wide Financial Statements

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support.

The Statement of Activities demonstrates the degree to which the direct expenses of a given 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 (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Fund Financial Statements

Separate financial statements are provided for governmental funds, proprietary funds and fiduciary funds, even though the latter 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.

C. 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*, as is the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

Amounts reported as *program revenues* include (1) charges to customers or applicants for goods, services, or privileges provided, (2) operating grants and contributions, and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include property taxes.

Fund Financial Statements

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Town considers property tax revenues to be available if they are collected within 60 days of the end of the current period. All other revenue items are considered to be measurable and available only when cash is received by the government. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

The Town reports the following major governmental funds:

- The *general fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.
- The Central Square Project fund accounts for the revenues and costs associated with the downtown traffic enhancement.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise fund are charges to customers for sales and services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

The Town reports the following major proprietary funds:

- The *water services* fund accounts for water services provided to the Town's residents.
- The *wastewater services* fund accounts for sewerage treatment services provided to the Town's residents.

D. Cash and Short-Term Investments

Cash balances from all funds, except those required to be segregated by law, are combined to form a consolidation of cash. Cash balances are invested to the extent available, and interest earnings are recognized in the General Fund. Certain special revenue, proprietary, and fiduciary funds segregate cash, and investment earnings become a part of those funds.

Deposits with financial institutions consist primarily of demand deposits, certificates of deposits, and savings accounts. A cash and investment pool is maintained that is available for use by all funds. Each fund's portion of this pool is reflected on the combined financial statements under the caption "cash and short-term investments". The interest earnings attributable to each fund type are included under investment income.

For purpose of the statement of cash flows, the proprietary funds consider investments with original maturities of three months or less to be short-term investments.

E. Investments

State and local statutes place certain limitations on the nature of deposits and investments available. Deposits in any financial institution may not exceed certain levels within the financial institution. Non-fiduciary fund investments can be made in securities issued by or unconditionally guaranteed by the U.S. Government or agencies that have a maturity of one year or less from the date of purchase and repurchase agreements guaranteed by such securities with maturity dates of no more than 90 days from the date of purchase.

Investments for the Trust Funds consist of marketable securities, bonds and short-term money market investments. Investments are carried at market value.

F. Interfund Receivables and Payables

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the year are referred to as either “due from/to other funds” (i.e., the current portion of interfund loans).

G. Inventories

Inventories are valued at cost using the first-in/first-out (FIFO) method. The costs of governmental fund-type inventories are recorded as expenditures when purchased rather than when consumed. No significant inventory balances were on hand in governmental funds.

H. Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (for enterprise funds only) are reported in the applicable business-type activities columns in the government-wide financial statements. Capital assets are defined by the Town as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	40
Building improvements	20
Infrastructure	30 - 75
Vehicles	5
Office equipment	5
Computer equipment	5

I. Compensated Absences

It is the Town's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. All vested sick and vacation pay is accrued when incurred in the government-wide, proprietary, and fiduciary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

J. Long-Term Obligations

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt, and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type Statement of Net Position.

K. Fund Equity

Fund equity at the governmental fund financial reporting level is classified as "fund balance". Fund equity for all other reporting is classified as "net position".

Fund Balance - Generally, fund balance represents the difference between the current assets and current liabilities/deferred inflows. The Town reserves those portions of fund balance that are legally segregated for a specific future use or which do not represent available, spendable resources and therefore, are not available for appropriation or expenditure. Unassigned fund balance indicates that portion of fund balance that is available for appropriation in future periods.

The Town's fund balance classification policies and procedures are as follows:

- 1) Nonspendable funds are either unspendable in the current form (i.e., inventory or prepaid items) or can never be spent (i.e., perpetual care).
- 2) Restricted funds are used solely for the purpose in which the fund was established. In the case of special revenue funds, these funds are created by statute or otherwise have external constraints on how the funds can be expended.
- 3) Committed funds are reported and expended as a result of motions passed by the highest decision making authority in the government (i.e., Town Meeting).
- 4) Assigned funds are used for specific purposes as established by management. These funds, which include encumbrances, have been assigned for specific goods and services ordered but not yet

paid for. This account also includes fund balance voted to be used in the subsequent year.

- 5) Unassigned funds are available to be spent in future periods.

When an expenditure is incurred that would qualify for payment from multiple fund balance types, the Town uses the following order to liquidate liabilities: restricted, committed, assigned, and unassigned.

Net Position - Net position represents the difference between assets and liabilities/deferred inflows. Net investment in capital assets, consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Town or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. The remaining net position is reported as unrestricted.

L. Use of Estimates

The preparation of basic financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures 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.

2. Departures from Generally Accepted Accounting Principles

The significant departures of the financial statements from generally accepted accounting principles are as follows:

Capital asset acquisitions are not capitalized in the governmental activities nor is depreciation expense recorded on these assets. This is a departure from generally accepted accounting principles of the United States of America.

3. Stewardship, Compliance, and Accountability

A. Budgetary Information

The Town's budget is originally prepared by the Selectmen's office with the cooperation of the various department heads. It is then submitted to the Budget Committee, in accordance with the Municipal Budget Law. After reviewing the budget, the Committee holds a public hearing for discussion.

The final version of the budget is then submitted for approval at the annual Town meeting. The approved budget is subsequently reported to the State of New Hampshire on the statement of appropriation form in order to establish the current property tax rate.

The Selectmen cannot increase the total of the approved budget; however, they have the power to reclassify its components when necessary.

B. Budgetary Basis

The General Fund final appropriation appearing on the “Budget and Actual” page of the fund financial statements represents the final amended budget after all reserve fund transfers and supplemental appropriations.

C. Budget/GAAP Reconciliation

The budgetary data for the general and proprietary funds is based upon accounting principles that differ from generally accepted accounting principles (GAAP). Therefore, in addition to the GAAP basis financial statements, the results of operations of the general fund are presented in accordance with budgetary accounting principles to provide a meaningful comparison to budgetary data.

The following is a summary of adjustments made to the actual revenues and other sources, and expenditures and other uses, to conform to the budgetary basis of accounting.

<u>General Fund</u>	<u>Revenues and Other Financing Sources</u>	<u>Expenditures and Other Financing Uses</u>
Revenues/Expenditures (GAAP basis)	\$ 4,739,746	\$ 4,597,367
Other financing sources/uses (GAAP basis)	<u>5,760</u>	<u>114,210</u>
Subtotal (GAAP Basis)	4,745,506	4,711,577
Adjust tax revenue to accrual basis	(53,503)	-
Reverse beginning of year appropriation carryforwards from expenditures	-	(67,734)
Add end-of-year appropriation carryforwards from expenditures	-	126,629
Recognize use of fund balance as funding source	300,000	-
Eliminate capital reserve activity	12,894	(7,834)
Other GAAP timing differences	<u>-</u>	<u>(12,058)</u>
Budgetary basis	<u>\$ 5,004,897</u>	<u>\$ 4,750,580</u>

D. Deficit Fund Equity

The following funds had deficits as of December 31, 2013:

Central Square Project	\$ (235,640)
Capital projects in the sewer enterprise fund	
Preliminary design sewer to lake	\$ (91,236)
Waste water plant upgrades	\$ (94,730)
Sewer plant compliance project	\$ (63,104)

The Town anticipates the deficits in these funds will be eliminated through grant reimbursements, and transfers from other funds.

4. Cash and Short-Term Investments

Custodial credit risk for deposits is the risk that in the event of a bank failure, the deposits may not be returned. The custodial credit risk for investments is the risk that, in the event of a failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party.

Custodial Credit Risk - Deposits. Custodial credit risk is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. RSA 48:16 limits "deposit in any one bank shall not at any time exceed the sum of its paid-up capital and surplus, exception that a Town with a population in excess of 50,000 is authorized to deposit funds in a solvent bank in excess of the paid-up capital surplus of said bank." The Town does not have a deposit policy for custodial credit risk.

As of December 31, 2013, none of the Town's bank balance of \$4,250,687 was exposed to custodial credit risk as uninsured, uncollateralized, and collateral held by pledging bank's trust department not in the Town's name.

5. Investments

A. Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. State law employs the prudent person rule whereby investments are made as a prudent person would be expected to act, with discretion and intelligence, to seek reasonable income, preserve capital, and, in general, avoid speculative investments.

Presented below is the actual rating as of year-end for each investment of the Town:

<u>Investment Type</u>	<u>Fair Value</u>	<u>Minimum Legal Rating</u>	<u>Exempt From Disclosure</u>	<u>Rating as of Year End</u>		
				<u>Aaa</u>	<u>Aa</u>	<u>Not Rated</u>
Mutual funds	\$ <u>59,958</u>	N/A	\$ <u>59,958</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>
Total investments	\$ <u>59,958</u>		\$ <u>59,958</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>

B. Concentration of Credit Risk

The Town places no limit on the amount the Town may invest in any one issuer.

C. Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Town does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

The Town has no securities that are sensitive to market interest rate fluctuations.

D. Foreign Currency Risk

Foreign currency risk is the risk that changes in foreign exchange rates will adversely affect the fair value of an investment. The Town does not have policies for foreign currency risk.

6. Restricted Cash

Restricted cash represents capital reserve funds held by the trustees of trust funds as of December 31, 2013.

7. Property Taxes Receivable

The Town bills property taxes semi-annually, in May and November. Property tax revenues are recognized in the year for which taxes have been levied. Property taxes are due on July 1 and December 1. Delinquent accounts are charged 12% interest. In March of the next year, a lien is recorded on delinquent property at the Registry of Deeds. The Town purchases all the delinquent accounts by paying the delinquent balance, recording costs and accrued interest. The accounts that are liened by the Town will be reclassified from

property taxes receivable to unredeemed tax liens receivable. After this date, delinquent accounts will be charged interest at a rate of 18%. The Town annually budgets amounts (overlay for abatements) for property tax abatements and refunds.

Taxes receivable at December 31, 2013 consist of the following:

Real Estate		
2013		\$ 523,816
Yield Tax		237
Unredeemed Taxes:		
2012	134,095	
2011	62,298	
2010 and prior	<u>20,654</u>	
		217,047
A/R Water/Sewer Liens		<u>3,699</u>
Total		<u>\$ 744,799</u>

8. Allowance for Doubtful Accounts

The receivables reported in the accompanying entity-wide financial statements reflect the following estimated allowances for doubtful:

	<u>Governmental</u>	<u>Business-Type</u>
Property taxes	\$ 101,280	\$ -
User fees	\$ -	\$ 16,573

9. Intergovernmental Receivables

This balance represents reimbursements requested from Federal and State agencies for expenditures incurred in 2013.

10. Interfund Fund Receivables/Payables

Although self-balancing funds are maintained, most transactions flow through the general fund. In order to obtain accountability for each fund, interfund receivable and payable accounts must be utilized. The following is an analysis of the December 31, 2013 balances in inter-fund receivable and payable accounts:

<u>Fund</u>	<u>Due From Other Funds</u>	<u>Due To Other Funds</u>
General Fund	\$ 817,596	\$ 343,796
Central Square Project	364,000	581,993
Enterprise Funds	<u>7,858</u>	<u>263,665</u>
Total	<u>\$ 1,189,454</u>	<u>\$ 1,189,454</u>

11. Capital Assets

Capital asset activity for the year ended December 31, 2013 was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Business-Type Activities:				
Capital assets, being depreciated:				
Buildings and improvements	\$ 2,841,560	\$ -	\$ -	\$ 2,841,560
Machinery, equipment, and furnishings	1,748,545	60,000	-	1,808,545
Infrastructure	<u>2,636,705</u>	<u>407,500</u>	-	<u>3,044,205</u>
Total capital assets, being depreciated	7,226,810	467,500	-	7,694,310
Less accumulated depreciation for:				
Buildings and improvements	(1,886,815)	(24,286)	-	(1,911,101)
Machinery, equipment, and furnishings	(1,360,318)	(91,610)	-	(1,451,928)
Infrastructure	<u>(1,731,942)</u>	<u>(92,157)</u>	-	<u>(1,824,099)</u>
Total accumulated depreciation	<u>(4,979,075)</u>	<u>(208,053)</u>	-	<u>(5,187,128)</u>
Total capital assets, being depreciated, net	2,247,735	259,447	-	2,507,182
Capital assets, not being depreciated:				
Land	9,894	-	-	9,894
Construction in progress	<u>2,058,141</u>	-	-	<u>2,058,141</u>
Total capital assets, not being depreciated	<u>2,068,035</u>	-	-	<u>2,068,035</u>
Business-type activities capital assets, net	<u>\$ 4,315,770</u>	<u>\$ 259,447</u>	<u>\$ -</u>	<u>\$ 4,575,217</u>

Depreciation expense was charged to functions of the Town as follows:

Business-Type Activities:	
Water	\$ 104,459
Waste water	<u>103,594</u>
Total depreciation expense - business-type activities	<u>\$ 208,053</u>

12. Accounts Payable

Accounts payable represent 2013 expenditures paid on or after January 1, 2014.

13. Tax Refunds Payable

This balance consists of an estimate of refunds due to property taxpayers for potential abatements. These cases are currently pending with the state Board of Tax and Land Appeals.

14. Capital Lease Obligations

The Town is the lessee of certain equipment under capital leases expiring in various years through 2015. Future minimum lease payments under the capital leases consisted of the following as of December 31, 2013:

	<u>Fiscal</u> <u>Year</u>	<u>Capital</u> <u>Leases</u>
	2014	\$ 93,712
	2015	<u>93,712</u>
Total minimum lease payments		187,424
Less amounts representing interest		<u>7,204</u>
Present Value of Minimum Lease Payments		<u>\$ 180,220</u>

15. Long-Term Debt

A. General Obligation Bonds

The Town issues general obligation bonds and notes payable to provide funds for the acquisition and construction of major capital facilities and equipment. Notes payable have been issued for both governmental and business-type activities. General obligation bonds have been issued for business-type activities. General obligation bonds and notes payable currently outstanding are as follows:

<u>Governmental Activities:</u>	<u>Serial</u> <u>Maturities</u> <u>Through</u>	<u>Interest</u> <u>Rate(s) %</u>	<u>Amount</u> <u>Outstanding</u> <u>as of</u> <u>12/31/13</u>
Central Street Bridge	07/31/17	4.12%	\$ 189,475
Library project	06/30/22	2.12%	800,000
Central Square project	10/15/27	2.54%	<u>380,333</u>
Total Governmental Activities:			<u>\$ 1,369,808</u>

<u>Business-Type Activities:</u>	<u>Serial Maturities Through</u>	<u>Interest Rate(s) %</u>	<u>Amount Outstanding as of 12/31/13</u>
Water			
SRF Drinking Water	05/01/31	1.10%	\$ 572,007
Central Square	10/15/27	2.54%	253,531
Sewer			
Sewerage treatment plant upgrades	02/15/39	3.55%	347,400
Wastewater plant- chlorinate	08/15/33	3.11%	152,000
Central Square	10/15/27	2.54%	<u>126,803</u>
Total Business-Type Activities:			<u>\$ 1,451,741</u>

B. Future Debt Service

The annual payments to retire all long-term debt outstanding as of December 31, 2013 are as follows:

<u>Governmental</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2014	\$ 162,535	\$ 34,410	\$ 196,945
2015	162,535	29,886	192,421
2016	162,535	25,362	187,897
2017	162,538	20,838	183,376
2018	115,167	16,314	131,481
2019 - 2023	495,835	42,978	538,813
2024 - 2027	<u>108,663</u>	<u>6,900</u>	<u>115,563</u>
Total	<u>\$ 1,369,808</u>	<u>\$ 176,688</u>	<u>\$ 1,546,496</u>

The general fund has been designated as the source to repay the governmental-type general obligation long-term debt outstanding as of December 31, 2013.

<u>Business-Type</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2014	\$ 64,367	\$ 38,104	\$ 102,471
2015	65,119	36,737	101,856
2016	66,793	35,341	102,134
2017	68,692	33,909	102,601
2018	69,515	33,837	103,352
2019 - 2023	369,548	138,287	507,835
2024 - 2028	388,666	89,028	477,694
2029 - 2032	<u>359,041</u>	<u>64,158</u>	<u>423,199</u>
Total	<u>\$ 1,451,741</u>	<u>\$ 469,401</u>	<u>\$ 1,921,142</u>

C. Changes in General Long-Term Liabilities

During the year ended December 31, 2013, the following changes occurred in long-term liabilities:

	Total Balance 1/1/13	Additions	Reductions	Total Balance 12/31/13	Less Current Portion	Equals Long-Term Portion 12/31/13
<u>Governmental Activities</u>						
Bonds and notes payable	\$ 1,532,343	\$ -	\$ (162,535)	\$ 1,369,808	\$ (162,535)	\$ 1,207,273
OPEB liability	83,374	31,217	-	114,591	-	114,591
Other:						
Lease payable	266,164	-	(85,944)	180,220	(88,692)	91,528
Accrued employee benefits	143,718	20,512	-	164,230	(16,423)	147,807
Totals	\$ <u>2,025,599</u>	\$ <u>51,729</u>	\$ <u>(248,479)</u>	\$ <u>1,828,849</u>	\$ <u>(267,650)</u>	\$ <u>1,561,199</u>
<u>Business-Type Activities</u>						
Bonds and notes payable	\$ 1,518,880	\$ -	\$ (67,139)	\$ 1,451,741	\$ (64,367)	\$ 1,387,374
OPEB liability	14,748	5,508	-	20,256	-	20,256
Other:						
Accrued employee benefits	28,520	1,653	-	30,173	(3,016)	27,157
Totals	\$ <u>1,562,148</u>	\$ <u>7,161</u>	\$ <u>(67,139)</u>	\$ <u>1,502,170</u>	\$ <u>(67,383)</u>	\$ <u>1,434,787</u>

16. Deferred Inflows of Resources

Deferred inflows of resources are the acquisition of net assets by the Town that are applicable to future reporting periods. Deferred inflows of resources have a negative effect on net position, similar to liabilities.

The following is a summary of deferred inflow of resources balances as of December 31, 2013:

	Governmental Activities	Business-type Activities	Governmental Funds		Proprietary Funds
			General Fund	Central Square Project	Water Fund
Entity-wide Basis:					
Intergovernmental - Central Square TE	\$ 170,876	\$ -			
Unearned revenue	-	3,072			
Total	\$ <u>170,876</u>	\$ <u>3,072</u>			
Fund Basis:					
Intergovernmental - Central Square TE	\$ -	\$ 170,876	\$ 170,876		\$ -
Unearned revenue	492,000	-	492,000		3,072
Total	\$ <u>492,000</u>	\$ <u>170,876</u>	\$ <u>662,876</u>		\$ <u>3,072</u>

17. Restricted Net Position

The accompanying entity-wide financial statements report restricted net position when external constraints from grantors or contributors are placed on net position.

Permanent fund restricted net position is segregated between nonexpendable and expendable. The nonexpendable portion represents the original restricted principal contribution, and the expendable represents accumulated earnings which are available to be spent based on donor restrictions.

18. Governmental Funds - Balances

Fund balances are segregated to account for resources that are either not available for expenditure in the future or are legally set aside for a specific future use.

The Town has implemented GASB Statement No. 54 (GASB 54), *Fund Balance Reporting and Governmental Fund Type Definitions*, which enhances the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying existing governmental fund type definitions.

The following types of fund balances are reported at December 31, 2013:

Nonspendable - Represents amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. This fund balance classification includes general fund reserves for prepaid expenditures and nonmajor governmental fund reserves for the principal portion of permanent trust funds.

Restricted - Represents amounts that are restricted to specific purposes by constraints imposed by creditors, grantors, contributors, or laws or regulations of other governments, or constraints imposed by law through constitutional provisions or enabling legislation. This fund balance classification includes general fund encumbrances funded by bond issuances, various special revenue funds, and the income portion of permanent trust funds.

Committed - Represents amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Town's highest level of decision-making authority. This fund balance classification includes general fund encumbrances for non-lapsing, special article appropriations approved at Town Meeting, capital reserve funds set aside by Town Meeting vote for future capital acquisitions and improvements (now reported as part of the general fund per GASB 54), and various special revenue funds.

Assigned - Represents amounts that are constrained by the Town's intent to use these resources for a specific purpose. This fund balance classification

includes general fund encumbrances that have been established by various Town departments for the expenditure of current year budgetary financial resources upon vendor performance in the subsequent budgetary period.

Unassigned - Represents amounts that are available to be spent in future periods.

Following is a breakdown of the Town's fund balances at December 31, 2013:

	General Fund	Central Square Project	Nonmajor Governmental Funds	Total Governmental Funds
Nonspendable				
Nonexpendable permanent funds	\$ -	\$ -	\$ 51,485	\$ 51,485
Total Nonexpendable	-	-	51,485	51,485
Restricted				
Special revenue funds	-	-	121,882	121,882
Expendable permanent funds	-	-	3,602	3,602
Total Restricted	-	-	125,484	125,484
Committed				
Capital reserve funds	73,800	17,647	-	91,447
Total Committed	73,800	17,647	-	91,447
Assigned				
Encumbrances	126,629	-	-	126,629
Total Assigned	126,629	-	-	126,629
Unassigned				
Unassigned	226,059	(235,640)	-	(9,581)
Total Unassigned	226,059	(235,640)	-	(9,581)
Total Fund Balance	\$ 426,488	\$ (217,993)	\$ 176,969	\$ 385,464

19. General Fund Unassigned Fund Balance

The unassigned general fund balance reported on the balance sheet is stated in accordance with generally accepted accounting principles (GAAP), which differs in respect to how unassigned fund balance is reported in accordance with the budgetary basis for reporting for the State of New Hampshire for tax rate setting purposes. The major difference is the State of New Hampshire considers revenues in connection with property tax receivables to be available to liquidate liabilities when billed rather than received.

The following summarizes the specific differences between GAAP basis and budgetary basis of reporting the general fund undesignated fund balance:

GAAP basis balance	\$ 226,059
Deferred revenue	492,000
Allowance for doubtful accounts	(101,280)
Tax deeded property	27,611
Accrued payroll	84,453
Other GAAP accrual	<u>72,606</u>
Tax Rate Setting Balance	<u>\$ 801,449</u>

20. **Commitments and Contingencies**

Outstanding Legal Issues - There are several pending legal issues in which the Town is involved. The Town's management is of the opinion that the potential future settlement of such claims would not materially affect its financial statements taken as a whole.

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

21. **Post-Employment Healthcare and Life Insurance Benefits**

Other Post-Employment Benefits

The Town implemented GASB Statement 45, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions*. The Town has elected to use the alternative measurement method instead of obtaining an actuarial valuation. Statement 45 allows employers with less than one hundred total plan members to apply a simplified alternative measurement method instead of obtaining actuarial valuations. The alternative method includes the same broad measurement steps as an actuarial valuation; however, it permits simplification of certain assumptions to make the method usable by nonspecialists. Statement 45 requires governments to account for other post-employment benefits (OPEB), primarily healthcare, on an accrual basis rather than on a pay-as-you-go basis. The effect is the recognition of a required contribution as an expense on the Statement of Revenues, Expenses, and Changes in Net Position when future retirees earn their post-employment benefits, rather than when they use their post-employment benefits. To the extent that an entity does not fund its required contribution, a post-employment benefit liability is recognized on the Statement of Net Position over time.

A. Plan Description

The Town provides its eligible retirees, including in some cases their beneficiaries (as governed by RSA 100-A:50), the ability to purchase health, dental, and prescription insurance at the Town's group rates. Although the Town does not supplement the cost of these plans, GASB Statement 45 requires the Town to recognize the liability for the inclusion of any implicit rate subsidies afforded its retirees. This subsidy is generated as a result of the basic nature of insurance - one risk group subsidizes another to arrive at a blended premium, therefore current employees who are young and healthy subsidize the older retirees. As of December 31, 2013, there were 3 retiree subscribers, including eligible spouses and dependents, and 47 active employees meet the eligibility requirements. The plan does not issue a separate financial report.

B. Benefits Provided

The Town provides medical, prescription drug, mental health/substance abuse, and life insurance to retirees and their covered dependents. All active employees who retire from the Town and meet the eligibility criteria will receive these benefits.

C. Funding Policy

Retirees contribute 100% of the cost of the health plan, as determined by the Town. The Town contributes the remainder of the health plan costs on a pay-as-you-go basis.

D. Annual OPEB Costs and Net OPEB Obligation

The Town's 2013 annual OPEB expense is calculated based on the annual required contribution of the employer (ARC), an amount determined in accordance with the parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost per year and amortize the unfunded liability over a period of thirty years. The following table shows the components of the Town's annual OPEB cost for the year ending December 31, 2013, the amount actually contributed to the plan, and the change in the Town's net OPEB obligation based on an alternative measurement method valuation as of December 31, 2013.

Annual Required Contribution (ARC)	\$ <u>54,779</u>
Annual OPEB cost	54,779
Contributions made	<u>(18,054)</u>
Increase in net OPEB obligation	36,725
Net OPEB obligation - beginning of year	<u>98,122</u>
Net OPEB obligation - end of year	\$ <u><u>134,847</u></u>

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

<u>Fiscal Year Ended</u>	<u>Annual OPEB Cost</u>	<u>Percentage of OPEB Cost Contributed</u>	<u>Net OPEB Obligation</u>
2009	\$ 43,466	52.9%	\$ 20,466
2010	\$ 43,466	52.9%	\$ 20,466
2011	\$ 43,466	52.9%	\$ 20,466
2012	\$ 54,779	67.0%	\$ 18,053
2013	\$ 54,779	67.0%	\$ 18,054

E. Funded Status and Funding Progress

The funded status of the plan as of December 31, 2012, the date of the most recent valuation was as follows:

Actuarial accrued liability (AAL)	\$ 622,650
Actuarial value of plan assets	<u>-</u>
Unfunded actuarial accrued liability (UAAL)	\$ <u>622,650</u>
Funded ratio (actuarial value of plan assets/AAL)	<u>0%</u>
Covered payroll (active plan members)	\$ <u>1,614,836</u>
UAAL as a percentage of covered payroll	<u>38.6%</u>

Actuarial valuations of an ongoing plan involve estimates of the value of reported amount and assumptions about the probability of occurrence of events far into the future. Examples included assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multiyear trend information that shows whether the actuarial value of plan assets is increasing or decreasing over time relative to the accrued liabilities for benefits.

F. Actuarial Methods and Assumptions

Projections of benefits for financial reporting purposes are based on the plan as understood by the Town and the plan members and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the Town and plan members to that point. The methods and assumptions used include techniques that are

designed to reduce short-term volatility in accrued liabilities and the value of assets, consistent with the long-term perspective of the calculations.

In the December 31, 2012 actuarial valuation the projected unit credit cost method was used. The value of assets was not determined as the Town has not advanced funded its obligation. The assumptions included a 4% investment rate of return and an initial annual healthcare cost trend rate of 10% which decreases to a 5% long-term rate for all healthcare benefits after ten years. The amortization costs for the initial UAAL is a level percentage of payroll for a period of 30 years, on a closed basis. This has been calculated assuming the amortization payment increases at a rate of 4%.

22. Pension Plan

The Town follows the provisions of GASB Statement No. 27, *Accounting for Pensions for State and Local Government Employees*, with respect to the employees' retirement funds.

A. Plan Description

Full-time employees participate in the State of New Hampshire Retirement System (the System), a multiple-employer contributory pension plan and trust established in 1967 by RSA 100-A:2 and is qualified as a tax-exempt organization under Sections 401(a) and 501(a) of the Internal Revenue Code. The plan is a contributory, defined benefit plan providing service, disability, death and vested retirement benefits to members and their beneficiaries. Substantially all full-time state employees, public school teachers and administrators, permanent firefighters and permanent police officers within the State of New Hampshire are eligible and required to participate in the system. Full-time employees of political subdivisions, including counties, municipalities and school districts, are also eligible to participate as a group if the governing body of the political subdivision has elected participation.

The New Hampshire Retirement System, a Public Employees Retirement system (PERS), is divided into two membership groups. State or local employees and teachers belong to Group I. Police officers and firefighters belong to Group II. All assets are held in a single trust and are available to each group, funding policies, vesting requirements, contribution requirements and plan assets available to pay benefits are disclosed in the System's annual report available from the New Hampshire Retirement System located at 54 Regional Drive, Concord, New Hampshire 03301-8507.

B. Funding Policy

Plan members are required to contribute a percentage of their gross earnings to the pension plan, which the contribution rates are 7% for

employees and 11.55% for police and 11.80% for fire. The Town makes annual contributions to the pension plan equal to the amount required by Revised Statutes Annotated 100-A:16, for January – June 2013, 8.80% for employees, 19.95% for police, and 22.89% for fire, for July – December 2013, 10.77% for employees, 25.30% for police, and 27.74% for fire. The Town’s contributions to the System for the years ended December 31, 2013, 2012, and 2011 were \$288,100, \$257,739, and \$231,543 respectively, which were equal to its annual required contributions for each of these years.

The payroll for employees covered by the System for the year ended December 31, 2013, was \$1,628,393.

23. Risk Management

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance. There were no significant reductions in insurance coverage from the previous year and have been no material settlements in excess of coverage in any of the past three years.

24. Beginning Fund Balances Restatement

The beginning (January 1, 2013) balances of the Town have been restated as follows:

	Fund Equity 1/1/13 (as previously reported)	Reclassification	Fund Equity 1/1/13 (as restated)
General fund	\$ 392,559	\$ -	\$ 392,559
Library Project fund	491,677	(491,677)	-
Central Square	-	230,447	230,447
Nonmajor funds	<u>292,109</u>	<u>261,230</u>	<u>553,339</u>
Total	\$ <u>1,176,345</u>	\$ <u>-</u>	\$ <u>1,176,345</u>

25. Implementation of New GASB Standards

The GASB has issued Statement 68 *Accounting and Financial Reporting for Pensions*, which is required to be implemented in fiscal year 2015. Management’s current assessment is that this pronouncement will have a significant impact on the Town’s basic financial statements by recognizing as a liability and expense, the Town’s applicable portion of the New Hampshire Retirement System’s actuarially accrued liability.

**TOWN OF BRISTOL, NEW HAMPSHIRE
SCHEDULE OF FUNDING PROGRESS
REQUIRED SUPPLEMENTARY INFORMATION**

**December 31, 2013
(Unaudited)**

Other Post-Employment Benefits

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) - Entry Age (b)	Unfunded AAL (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percent- age of Covered Payroll [(b-a)/c]
01/01/09	\$ -	\$ 411,192	\$ 411,192	0.0%	\$ 1,389,005	29.6%
12/31/12	\$ -	\$ 622,650	\$ 622,650	0.0%	\$ 1,614,836	38.6%

See Independent Auditors' Report.