

TOWN OF MIDDLESEX, VERMONT  
AUDIT REPORT  
FOR THE YEAR ENDED JUNE 30, 2018

TOWN OF MIDDLESEX, VERMONT  
FOR THE YEAR ENDED JUNE 30, 2018  
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# Batchelder Associates, PC

## INDEPENDENT AUDITOR'S REPORT

To the Board of Selectmen  
Town of Middlesex  
Middlesex, Vermont

### ***Report on the Financial Statements***

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Town of Middlesex, Vermont ("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 as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

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

### ***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. 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.

### ***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town, for the year ended 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 on pages 3 through 8, the Schedule of Proportionate Share of the Net Pension Liability on Schedule 1 and the Schedule of Contributions on Schedule 2 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 Supplementary Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The Statement of Revenues, Expenditures, and Changes in Fund Balance-Budget and Actual – General Fund and the combining and individual non-major fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual non-major fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual non-major fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated October 19, 2018, on our consideration of the Town's internal control over financial reporting; on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements; and on 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.

*Batchelder Associates, P.C.*

Batchelder Associates, PC  
License #945  
Barre, Vermont  
October 19, 2018

TOWN OF MIDDLESEX, VERMONT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2018

As management of the Town of Middlesex, Vermont ("Town") we offer readers of the Town's financial statements this narrative overview and analysis of the financial activities of the Town for the year ended June 30, 2018. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal, which can be found at the beginning of this report.

**Financial Highlights**

The assets of the Town exceeded its liabilities at the close of the most recent fiscal year by \$1,901,018 (net position). Of this amount, \$286,990 (*unrestricted net position*) may be used by the various funds of the Town to meet the Town's ongoing obligations to its citizens and creditors.

The Town's total net position for governmental activities decreased by \$25,176

As of the close of the current fiscal year, the Town's governmental funds reported combined ending fund balances of \$510,941, an increase of \$29,923 from the prior year end. Of the total ending fund balances, \$312,221 is available for spending at the government's discretion. Of this amount, \$139,245 is assigned, with the General Fund balance at a \$172,976 surplus.

**Overview of the Financial Statements**

This discussion and analysis are intended to serve as an introduction to the Town's basic financial statements. The Town's 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.

**1. Government-wide Financial Statements**

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

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

The *statement of activities* presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

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

The government-wide financial statements are designed to include not only the Town itself (*known as the primary government*), but also any legally separate entities for which the Town is financially accountable (*known as component units*). The Town has no such entities that qualify as component units.

The government-wide financial statements can be found in Exhibits A and B of this report.

TOWN OF MIDDLESEX, VERMONT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2018

**2. Fund Financial Statements**

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Town can be classified as governmental funds.

**a. Governmental Funds**

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

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

The Town maintains three (3) individual governmental funds, including the General Fund, three (3) Non-Major Special Revenue Funds and three (3) Non-Major Capital Project Funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, Cemetery Fund and Paving, which are considered to be major funds. Data from the other governmental funds are combined into a single, aggregated presentation. Individual fund data for each of the non-major governmental funds is presented in a supplementary schedule.

The basic governmental fund financial statements can be found in Exhibits C through F of this report.

**b. Proprietary Funds**

The Town has no Proprietary Funds.

**c. Fiduciary Funds**

The Town has no Fiduciary Funds.

**3. Notes to the Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found immediately following the basic financial statements in this report.

**4. Other Information**

In addition to the basic financial statements and accompanying notes, this report also presents certain supplementary information to provide additional financial information not included in the basic financial statements. This supplementary information includes combining statements for various funds, and budgetary comparison statements. The supplementary information can be found immediately following the notes to the financial statements in this report.

TOWN OF MIDDLESEX, VERMONT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2018

**Government-wide Financial Analysis**

	Governmental Activities		Total	
	2018	2017	2018	2017
Current and other assets	\$ 620,646	\$ 571,531	\$ 620,646	\$ 571,531
Capital assets, non-depreciable	568,300	568,300	568,300	568,300
Capital assets, depreciable	<u>1,628,871</u>	<u>1,522,593</u>	<u>1,628,871</u>	<u>1,522,593</u>
<b>Total Assets</b>	<u>2,817,817</u>	<u>2,662,424</u>	<u>2,817,817</u>	<u>2,662,424</u>
Deferred outflows of resources	<u>52,000</u>	<u>61,352</u>	<u>52,000</u>	<u>61,352</u>
Long-term liabilities outstanding	537,149	650,471	537,149	650,471
Other liabilities	<u>388,180</u>	<u>143,653</u>	<u>388,180</u>	<u>143,653</u>
Deferred inflows of resources	<u>43,470</u>	<u>3,458</u>	<u>43,470</u>	<u>3,458</u>
<b>Total Liabilities</b>	<u>968,799</u>	<u>797,582</u>	<u>968,799</u>	<u>797,582</u>
<b>Net Position</b>			-	-
Invested in capital assets, net of related debt	1,415,308	1,430,323	1,415,308	1,430,323
Nonspendable	13,077	-	13,077	-
Restricted	185,643	180,102	185,643	180,102
Unrestricted	<u>286,990</u>	<u>315,769</u>	<u>286,990</u>	<u>315,769</u>
<b>Total Net Position</b>	<u>\$ 1,901,018</u>	<u>\$ 1,926,194</u>	<u>\$ 1,901,018</u>	<u>\$ 1,926,194</u>

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the Town, assets exceeded liabilities by \$1,901,018 at the close of the fiscal year end.

By far the largest portion of the Town's net position, reflective of 74.50% of the balance, is the investment in capital assets (e.g., land, buildings, equipment, and infrastructure) less any related debt used to acquire those assets that is still outstanding. The Town uses these capital assets to provide services to its citizens; consequently, these assets are not available for future spending.

The remaining balance of unrestricted net position of \$286,990 may be used to meet the government's ongoing obligations to citizens and creditors. Restricted funds total \$185,643. Included in unrestricted net position are amounts that management has assigned for particular purposes, such as capital reserve funds and reserves for expenditures in subsequent years. Nonspendable represents expenses prepaid for the June 30, 2019 fiscal year.

At the end of the current fiscal year, the Town is able to report positive balances in both categories of net position for the government as a whole.

TOWN OF MIDDLESEX, VERMONT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2018

**Governmental activities**

Governmental activities decreased the Town's net position by \$25,176 during the current fiscal year.

	<u>Governmental Activities</u>		<u>Total</u>	
	<u>2018</u>	<u>2017</u>	<u>2018</u>	<u>2017</u>
<b>REVENUES</b>				
Program revenues				
Charges for services	\$ 21,650	\$ 15,970	\$ 21,650	\$ 15,970
Operating grants and contributions	224,278	394,809	224,278	394,809
Capital grants and contributions	-	-	-	-
General revenues				
Property taxes	928,364	906,289	928,364	906,289
Unrestricted investment earnings	4,297	1,844	4,297	1,844
Other revenues	23,087	40,230	23,087	40,230
<b>Total Revenues</b>	<b><u>1,201,676</u></b>	<b><u>1,359,142</u></b>	<b><u>1,201,676</u></b>	<b><u>1,359,142</u></b>
<b>EXPENSES</b>				
Governmental activities				
General government	241,369	300,935	241,369	300,935
Public safety	173,476	139,399	173,476	139,399
Highway and streets	700,353	571,511	700,353	571,511
Health and social services	15,589	12,805	15,589	12,805
Conservation and development	70,614	73,533	70,614	73,533
Interest on long-term debt	25,451	29,264	25,451	29,264
<b>Total Expenses</b>	<b><u>1,226,852</u></b>	<b><u>1,127,447</u></b>	<b><u>1,226,852</u></b>	<b><u>1,127,447</u></b>
<b>Change in net assets</b>	<b><u>(25,176)</u></b>	<b><u>231,695</u></b>	<b><u>(25,176)</u></b>	<b><u>231,695</u></b>
<b>Net position-beginning of year</b>	<b><u>1,926,194</u></b>	<b><u>1,694,499</u></b>	<b><u>1,926,194</u></b>	<b><u>1,694,499</u></b>
<b>Net position - end of year</b>	<b><u>\$ 1,901,018</u></b>	<b><u>\$ 1,926,194</u></b>	<b><u>\$ 1,901,018</u></b>	<b><u>\$ 1,926,194</u></b>

**Financial Analysis of the Government's Funds**

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

**1. Governmental Funds**

The focus of the Town's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

At the end of the current fiscal year, the Town's governmental funds reported combined ending fund balances of \$510,941, an increase of \$29,923 in comparison to the prior year.

TOWN OF MIDDLESEX, VERMONT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2018

**Financial Analysis of the Government's Funds (continued)**

**1. Governmental Funds (continued)**

**a. General Fund**

The General Fund is the chief operating fund of the Town. At the end of the current fiscal year, the General Funds unrestricted balance was a surplus of \$172,976. As a measure of the General Fund's liquidity, it would be useful to compare total fund balance to total general fund expenditures and operating transfers. The general fund balance represents 11.8% of the total general fund expenditures and operating transfers for the year ended June 30, 2018.

The General Fund balance decreased by \$5,637 during the fiscal year. Key factors in this change are a result of current year loan proceeds and significant decreased energy and fuel rates.

**b. Non-Major Special Revenue and Capital Project Funds**

Non-Major funds include the Conservation Fund, Records Restoration Fund, Bridge Fund, Building Fund, Grant Fund and Other small funds. The total non-major funds balances as of June 30, 2018, total \$66,491.

**Capital Asset and Debt Administration**

**1. Capital Assets**

The Town's investment in capital assets for its governmental funds for the year ended, amounted to \$2,197,171 (net of accumulated depreciation). This investment in capital assets includes land, buildings and improvements, infrastructure, furniture, vehicles and equipment.

	<u>Governmental Activities</u>		<u>Total</u>	
	<u>2018</u>	<u>2017</u>	<u>2018</u>	<u>2017</u>
Land	\$ 568,300	\$ 568,300	\$ 568,300	\$ 568,300
Capital assets				
Buildings and improvements	571,125	597,794	571,125	597,794
Vehicles and equipment	423,274	264,467	423,274	264,467
Infrastructure	<u>634,472</u>	<u>660,332</u>	<u>634,472</u>	<u>660,332</u>
Total Assets	<u>\$ 2,197,171</u>	<u>\$ 2,090,893</u>	<u>\$ 2,197,171</u>	<u>\$ 2,090,893</u>

Additional information on the Town's capital assets can be found in Note 4 of the notes to financial statements.

TOWN OF MIDDLESEX, VERMONT  
 MANAGEMENT'S DISCUSSION AND ANALYSIS  
 YEAR ENDED JUNE 30, 2018

**Capital Asset and Debt Administration (continued)**

**2. Long-term Debt**

At the end of the current year, the Town had total long-term debt outstanding of \$781,863. This debt is a result of the major equipment financing and the fire station construction bond.

	Governmental Activities		Total	
	2018	2017	2018	2017
Notes payable, bank	\$ 781,863	\$ 660,570	\$ 781,863	\$ 660,570
Totals	\$ 781,863	\$ 660,570	\$ 781,863	\$ 660,570

State statutes limit the amount of bonded debt any governmental entity may issue to 10 times its total assessed valuation. The current debt limit for the Town is significantly in excess of the Town's outstanding bonded debt.

**Economic Factors and Next Year's Budgets and Rates**

Recent data on Vermont economic conditions indicate that the performance of the Vermont economy has generally outperformed the developments in the U.S. economy overall during the past 12 to 18 months.

All these factors were considered in preparing the Town's budget for the year ended June 30, 2018 and fiscal year ended June 30, 2018.

The Town approved a general fund budget for the year ended June 30, 2018 in the amount of \$1,162,142 and for the fiscal year 2019 in the amount of \$1,160,515. This represents an annualized decrease of \$1,627 from the approved budget for the prior fiscal year.

**Requests for Information**

This financial report is designed to provide a general overview of the Town's finances for all those with an interest in the Town's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Town Treasurer, 5421 VT Route 100, Middlesex, Vermont, 05676, (802) 244-6660.

TOWN OF MIDDLESEX, VERMONT  
STATEMENT OF NET POSITION  
JUNE 30, 2018

EXHIBIT A

	Governmental Activities
<b>ASSETS</b>	
Cash	\$ 439,947
Investments	120,036
Accounts receivable, net	5,215
Delinquent taxes receivable, net	37,632
Interest and penalties receivable, net	4,739
Prepaid expenses	13,077
Capital assets:	
Land	568,300
Buildings and building improvements	977,688
Equipment and vehicles	1,361,663
Infrastructure	754,925
Accumulated depreciation	(1,465,405)
<b>Total Assets</b>	<b>2,817,817</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Deferred outflows of resources related to the Town's participation in VMERS	52,000
<b>Total Deferred Outflows of Resources</b>	<b>52,000</b>
<b>LIABILITIES</b>	
Accounts payable	22,350
Accrued wages	14,849
Bonds, notes & leases payable due within one year	350,981
Bonds, notes & leases payable due after one year	442,000
Net pension liability	95,149
<b>Total Liabilities</b>	<b>925,329</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Prepaid property taxes	39,081
Deferred inflows of resources related to the Town's participation in VMERS	4,389
<b>Total Deferred Inflows of Resources</b>	<b>43,470</b>
<b>NET POSITION</b>	
Net investment in capital assets	1,415,308
Nonspendable	13,077
Restricted - expendable:	
Cemetery fund	119,152
Non-major revenue funds	66,491
Unrestricted (deficit)	286,990
<b>Total Net Position</b>	<b>\$ 1,901,018</b>

The accompanying notes are an integral part of this financial statement.

TOWN OF MIDDLESEX, VERMONT  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2018

EXHIBIT B

	Program Revenues				Net (Expenses) Revenue and Changes in Net Position	
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Total
Functions/Programs:						
Governmental activities:						
General government	\$ 241,369	\$ 21,650	\$ 109,275	\$ -	\$ (110,444)	\$ (110,444)
Public safety	173,476	-	-	-	(173,476)	(173,476)
Highway and streets	700,353	-	115,003	-	(585,350)	(585,350)
Health and welfare	15,589	-	-	-	(15,589)	(15,589)
Culture and recreation	70,614	-	-	-	(70,614)	(70,614)
Interest on debt	25,451	-	-	-	(25,451)	(25,451)
Total Governmental Activities	<u>1,226,852</u>	<u>21,650</u>	<u>224,278</u>	<u>-</u>	<u>(980,924)</u>	<u>(980,924)</u>
General Revenues:						
Property taxes					907,209	907,209
Penalties and interest					21,155	21,155
Earnings on investments					4,297	4,297
Licenses and fees					6,016	6,016
Other					17,071	17,071
Total General Revenues and Transfers					<u>955,748</u>	<u>955,748</u>
Change in Net Position					(25,176)	(25,176)
Net Position - July 1, 2017					<u>1,926,194</u>	<u>1,926,194</u>
Net Position - June 30, 2018					<u>\$ 1,901,018</u>	<u>\$ 1,901,018</u>

The accompanying notes are an integral part of this financial statement.

TOWN OF MIDDLESEX, VERMONT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
JUNE 30, 2018

EXHIBIT C

	General Fund	Cemetery Fund	Paving Fund	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>					
Cash	\$ 232,098	\$ 936	\$ 139,245	\$ 67,668	\$ 439,947
Investments	-	120,036	-	-	120,036
Accounts receivable, net	-	-	-	5,215	5,215
Delinquent taxes receivable, net	37,632	-	-	-	37,632
Interest and penalties receivable, net	4,739	-	-	-	4,739
Prepaid expenses	13,077	-	-	-	13,077
Grants receivable	-	-	-	-	-
Due from other funds	8,212	-	-	-	8,212
Total Assets	<u>\$ 295,758</u>	<u>\$ 120,972</u>	<u>\$ 139,245</u>	<u>\$ 72,883</u>	<u>\$ 628,858</u>
<b>LIABILITIES</b>					
Accounts payable	\$ 22,350	\$ -	\$ -	\$ -	\$ 22,350
Accrued wages	14,849	-	-	-	14,849
Due to other funds	-	1,820	-	6,392	8,212
Total Liabilities	<u>37,199</u>	<u>1,820</u>	<u>-</u>	<u>6,392</u>	<u>45,411</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>					
Prepaid property taxes	39,081	-	-	-	39,081
Unavailable property taxes, penalties and interest	-	-	-	-	-
	33,425	-	-	-	33,425
Total Deferred Inflows of Resources	<u>72,506</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>72,506</u>
<b>FUND BALANCES</b>					
Nonspendable	13,077	-	-	-	13,077
Restricted	-	119,152	-	66,491	185,643
Assigned	-	-	139,245	-	139,245
Unassigned	172,976	-	-	-	172,976
Total Fund Balances	<u>186,053</u>	<u>119,152</u>	<u>139,245</u>	<u>66,491</u>	<u>510,941</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 295,758</u>	<u>\$ 120,972</u>	<u>\$ 139,245</u>	<u>\$ 72,883</u>	<u>\$ 628,858</u>

The accompanying notes are an integral part of this financial statement.

TOWN OF MIDDLESEX, VERMONT  
RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF NET POSITION  
JUNE 30, 2018

EXHIBIT D

Amounts reported for governmental activities in the statement of net position  
(Exhibit A) are different because:

Fund balance - total governmental funds (Exhibit C)		\$ 510,941
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Capital assets used in governmental activities are not financial resources and, financial resources and, therefore, are not reported as assets in governmental funds.

Cost of assets		
Accumulated depreciation	3,662,576	
	<u>(1,465,405)</u>	2,197,171

Deferred outflows/inflows of resources are recognized on the accrual basis in the statement of net position, not the modified accrual basis. Deferred outflows. Inflows of resources not available to pay current period expenditures consisted of the following:

Unavailable property taxes, penalties and interest	33,425	
Deferred outflow - pension	52,000	
Deferred inflow - pension	<u>(4,389)</u>	81,036

Long-term liabilities, including bonds and leases payable are not due and payable in the current period and therefore are not reported as liabilities in the funds. Long-term liabilities at year end consist of the following:

Bonds, notes & leases payable	(781,863)	
Uncompensated balances	(11,118)	
Net pension liability	<u>(95,149)</u>	<u>(888,130)</u>

Net position - governmental activities (Exhibit A)		<u>\$ 1,901,018</u>
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The accompanying notes are an integral part of this financial statement.

TOWN OF MIDDLESEX, VERMONT  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2018

EXHIBIT E

	General Fund	Cemetery Fund	Paving Fund	Other Governmental Funds	Total Government Funds
<b>REVENUES:</b>					
Property taxes	\$ 931,864	\$ -	\$ -	\$ -	\$ 931,864
Property taxes - interest and penalties	21,155	-	-	-	21,155
Intergovernmental	222,873	-	-	1,405	224,278
Charges for services	19,850	1,800	-	-	21,650
Licenses and fees	6,016	-	-	-	6,016
Investment income	1,154	3,115	19	9	4,297
Miscellaneous	17,071	-	-	-	17,071
	<u>1,219,983</u>	<u>4,915</u>	<u>19</u>	<u>1,414</u>	<u>1,226,331</u>
<b>EXPENDITURES:</b>					
General government	221,170	-	-	1,563	222,733
Public safety	128,336	-	-	-	128,336
Highway and streets	599,616	-	-	-	599,616
Health and welfare	5,364	10,225	-	-	15,589
Culture, recreation, development & transportation	70,614	-	-	-	70,614
Capital outlay:					
General government	16,034	-	-	-	16,034
Public safety	112,554	-	-	-	112,554
Highway and streets	126,774	-	-	-	126,774
Debt service:					
Principal	118,035	-	-	-	118,035
Interest	25,451	-	-	-	25,451
	<u>1,423,948</u>	<u>10,225</u>	<u>-</u>	<u>1,563</u>	<u>1,435,736</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>(203,965)</u>	<u>(5,310)</u>	<u>19</u>	<u>(149)</u>	<u>(209,405)</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Loan proceeds	239,328	-	-	-	239,328
Transfers in	-	-	30,000	11,000	41,000
Transfers out	(41,000)	-	-	-	(41,000)
	<u>198,328</u>	<u>-</u>	<u>30,000</u>	<u>11,000</u>	<u>239,328</u>
Net Change in Fund Balances	(5,637)	(5,310)	30,019	10,851	29,923
Fund Balances - July 1, 2017	<u>191,690</u>	<u>124,462</u>	<u>109,226</u>	<u>55,640</u>	<u>481,018</u>
Fund Balances - June 30, 2018	<u>\$ 186,053</u>	<u>\$ 119,152</u>	<u>\$ 139,245</u>	<u>\$ 66,491</u>	<u>\$ 510,941</u>

The accompanying notes are an integral part of this financial statement.

TOWN OF MIDDLESEX, VERMONT  
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

EXHIBIT F

Amounts reported for governmental activities in the statement of activities (Exhibit B) are different because:

Net change in fund balances - total governmental funds (Exhibit E)	\$	29,923
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets (\$255,362) is allocated over their estimated useful lives and reported as depreciation expense (\$149,084). This is the amount by which depreciation exceeded capital outlays in the current period.		106,278
Property taxes receivable, notes receivable and other receivables are recognized on the accrual basis in the statement of net position, not the modified accrual basis. The decrease in this unearned and unavailable revenue for the year is:		(24,655)
Repayment of bond principal (\$118,035) reduces long-term liabilities and loan proceeds (\$239,328) increases long-term debt in the governmental funds.		(121,293)
In the statement of activities, accrued compensated absences are measured by the amounts incurred during the year. In the governmental funds, however, expenditures for these items are measured by the amount of financial resources used (essentially, the amounts actually paid). This year, compensated absences incurred was (greater)/less than the amounts paid.		799
Governmental funds report employer pension contributions as expenditures (\$12,851). However, in the statement of activities, the cost of pension benefits earned net of employee contributions (\$16,228) is reported as pension expense. This amount is the net effect of the difference in the treatment of pension expense.		<u>(16,228)</u>
Change in net position of governmental activities (Exhibit B)	\$	<u><u>(25,176)</u></u>

The accompanying notes are an integral part of this financial statement.

TOWN OF MIDDLESEX, VERMONT  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2018

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

The Town of Middlesex, Vermont ("Town") is organized as a Town under the applicable laws and regulations of the State of Vermont. It is governed by a Select Board elected by registered voters of the Town to provide public health and safety, highways and street, public improvements, planning and zoning, recreation, and general administration. Except where noted, the accounting policies conform to generally accepted accounting principles, as applicable to governmental units.

The accounting policies adopted by the Town conform to generally accepted accounting principles (GAAP) as applicable to governmental entities. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing accounting and financial reporting principles. The following is a summary of the more significant accounting policies employed in the preparation of these financial statements.

***The Financial Reporting Entity***

The Select Board is elected by the public and it has the authority to make decisions, appoint administrators and managers, and significantly influence operations. It also has the primary accountability for fiscal matters. Therefore, the Town is a financial reporting entity as defined by the Governmental Accounting Standards Board ("GASB") in its Statement No. 14. There are no component units included within the reporting entity. A component unit is another operation in the Town that has a separately elected Board such as a town school district, cemetery, or library.

This report includes all the funds of the Town. The reporting entity consists of the primary government; organizations for which the primary government is financially accountable; and other organizations for which the nature and significance of their relationship with the primary government are such that their exclusion would cause the reporting entity's financial statements to be misleading or incomplete. Component units are legally separate organizations for which the elected officials of the primary government are financially accountable. The primary government is financially accountable if it appoints a voting majority of the organizations governing body and it can impose its will on that organization or there is a potential for the organization to provide specific financial benefits to or burdens on the primary government. The primary government may be financially accountable if an organization is fiscally dependent on the primary government. There are no agencies or entities that should be combined with the financial statements of the Town.

***Basis of Presentation***

The accounts of the Town are organized and operated on the basis of fund accounting. A fund is an independent fiscal and accounting entity with a separate set of self-balancing accounts which comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are spent and how spending activities are controlled.

The basic financial statements of the Town include both government-wide statements and fund financial statements. The focus of the government-wide statements is on reporting the operating results and financial position of the Town as a whole and present a longer-term view of the Town's finances. The focus of the fund financial statements is on reporting on the operating results and financial position of the most significant funds of the Town and present a shorter-term view of how operations were financed and what remains available for future spending.

**Basic Financial Statements - Government-Wide Statements**

The statement of net position and the statement of activities display information about the Town. These statements include the financial activities of the overall government. Eliminations have been made to minimize the double counting of activities between funds; however, interfund services provided and used are not eliminated. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange transactions.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the Town's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular

TOWN OF MIDDLESEX, VERMONT  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2018

**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Basic Financial Statements - Fund Financial Statements

The fund financial statements provide information about the Town's funds. Separate statements for each fund category - governmental, are presented. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column. All remaining governmental funds are aggregated and reported as non-major funds.

***Measurement Focus***

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Government-wide fund financial statements are reported using the economic resources measurement focus. This means that all assets and liabilities associated with the operation of these funds (whether current or noncurrent) are included on the balance sheet (or statement of net position). Fund equity (i.e., net total assets) is segregated into investment in capital assets, net of related debt; restricted net position; and unrestricted net position. Operating statements present increases (i.e., revenues) and decreases (i.e., expenses) in net total assets.

Governmental fund financial statements are reported using the current financial resources measurement focus. This means that only current assets and current liabilities are generally reported on their balance sheets. Their reported fund balances (net current assets) are considered a measure of available spendable resources. Operating statements of these funds' present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of available spendable resources during a period.

***Basis of Accounting***

Basis of accounting refers to the point at which revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

Accrual Basis of Accounting

The government-wide and proprietary fund financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time the liabilities are incurred, regardless of when the related cash flow takes place. Non-exchange transactions, in which the Town gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements, and donations. On the accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Modified Accrual Basis of Accounting

Governmental funds are reported using the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. "Measurable" means the amount of the transaction can be determined, and "available" means the amount is collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The Town considers all revenues reported in governmental funds to be available if the revenues are collected within sixty days after year-end. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, certain compensated absences and other long-term liabilities which are recognized when the obligations are expected to be liquidated or are funded with expendable available financial resources.

General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and acquisitions under capital leases are reported as other financing sources.

Under the terms of grant agreements, the Town funds certain programs by a combination of specific cost-reimbursement grants and general revenues. Thus, when program expenses are incurred, there are both restricted and unrestricted net position

TOWN OF MIDDLESEX, VERMONT  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2018

**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

available to finance the program. It is the Town's policy to first apply cost-reimbursement grant resources to such programs, followed by general revenues. Expenditure driven grants are recognized as revenue when the qualifying expenditures have been incurred and other grant requirements have been met.

***Estimates***

The presentation of 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 disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates. The most significant estimates used by the Town are the estimated useful lives used to calculate depreciation of property, plant and equipment.

***Assets, Liabilities and Fund Balances***

Cash and cash equivalents

The Town's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of six (6) months or less from the date of acquisition.

Investments

State statute does not restrict the types of investments the Town can make. All investments require the authorization of the Board of Selectmen. The Town has no investments.

In accordance with GASB 31, "Accounting and Financial Reporting for Certain Investments," investments with readily determinable fair values are reported at their fair values on the balance sheet. Unrealized gains and losses are included in revenue.

Receivables

Accounts receivable are shown net of an allowance for uncollectible accounts for the estimated losses that will be incurred in the collection of the receivables. The estimated losses are based on the judgment of management and a review of the current status of existing receivables.

Transactions between funds that are representative of lending/borrowing arrangements that are outstanding at the end of the fiscal year are referred to as either "interfund receivables/payables" (for the current portion of the interfund loans) or "advances to/from other funds" (for the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds."

Accounts receivable from other governments represent amounts due from the State of Vermont for grants reimbursements. Based on experience and because the receivables are in accordance with formal agreements, the Town has not established an allowance for uncollectible receivables.

The Town is responsible for assessing and collecting its own property taxes, as well as taxes for the State for school purposes. Property taxes are assessed based on property valuations as of April 1 annually. Taxes were levied during September and were due and payable during September 2017 and February 2018.

During the year ended tax year June 30, 2018, taxes were billed in two installments. Taxes paid after due date are subject to an 8% penalty and .5% interest per month. Because unpaid taxes become an enforceable lien on the property, and such properties are subject to tax sale by the delinquent tax collector, the Town has not established an allowance for uncollectible taxes receivable.

As of June 30, 2018, delinquent taxes receivable was \$42,371, inclusive of interest and penalties, with no allowance for uncollectible taxes.

TOWN OF MIDDLESEX, VERMONT  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2018

**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

The tax rates for FY2018 are as follows:

	Homestead	Non-Residential
Homestead education tax	\$ 1.6613	\$ -
Non-residential education tax	-	1.4794
Town general fund appropriations	0.4171	0.4171
Local agreement	0.0025	0.0025
Total	\$ 2.0809	\$ 1.8990

Inventories

The Town does not record inventories of supplies as these amounts are not material in relation to the Town's results of operations. Accordingly, expenditures related to inventories are reported in governmental funds when purchased.

Capital Assets

Capital assets, which include land, buildings, furniture and equipment, are reported in the applicable governmental activities' column in the governmental-wide financial statements. Capital assets are defined by the Town as assets with an initial, individual cost of \$5,000 or more and estimated useful life in excess of one year. Such assets are reported at actual cost or estimated historical cost based on appraisals or deflated current replacement cost if purchased or constructed. Contributed assets are recorded at their estimated fair value at the time received. Major outlays for capital assets and improvements are capitalized as constructed. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend the assets' lives are not capitalized.

Capital assets reported in the government-wide fund financial statements are depreciated in order that the cost of these assets will be charged to expenses over their estimated service lives, using the straight-line method of calculating depreciation. Capitalization thresholds (the dollar values above which asset acquisitions are added to the capital asset accounts) and estimated useful lives of capital assets are as follows

	Capitalization Threshold	Estimated Service Life
Land improvements	\$ 10,000	10-50 years
Buildings and building improvements	\$ 20,000	10-75 years
Vehicles and equipment	\$ 5,000	3-25 years
Infrastructure	\$ 20,000	20-75 years

Capital assets are not reported in the governmental fund type financial statements. Capital outlays in these funds are recorded as expenditures in the year they are paid.

Accrued Compensated Balances

**Government-Wide Financial Statements** – All vested or accumulated vacation leave is reported as a liability and an expense on the government-wide financial statements. Sick days are not accrued since they are not paid when the employee terminates employment.

**Fund Financial Statements** - Amounts of vested or accumulated vacation leave that are not expected to be liquidated with expendable available financial resources are not reported as a liability in the fund financial statements and no expenditure is reported for these amounts until paid. Unused sick days may be accumulated to use in the following year, but sick days are not accrued since they are not paid when the employee terminates employment.

TOWN OF MIDDLESEX, VERMONT  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2018

**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

Long-term Liabilities

Long-term liabilities include bonds and notes payable, and capital leases payable. Long-term liabilities also include other obligations such as compensated absences and post employment benefits. Long-term liabilities are reported in the government-wide and proprietary fund financial statements. Governmental fund financial statements do not include any long-term liabilities as those funds use the current financial resources measurement focus and only include current assets and liabilities on their balance sheets.

Fund Balances

**Net Position**

Net position represents the difference between assets, deferred outflows of resources, deferred inflows of resources and liabilities in the statement of net position. Net resources invested in capital assets are 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 legal limitations imposed by its use by Town legislation or external restrictions by creditors, grantors, laws or regulations of other governments.

**Fund Balances**

The Town classifies its fund balances depicting the relative strength of the constraints that might control how specific amounts can be spent:

Nonspendable fund balance includes amounts that are not in a spendable form (inventory, for example) or are required to be maintained intact (the principal of an endowment fund, for example).

Restricted fund balance includes amounts that can be spent only for the specific purposes stipulated by external resource providers (for example, grant providers), constitutionally, or through enabling legislation (that is, legislation that creates a new revenue source and restricts its use such as impact fees).

Committed fund balance includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority, the Town voters, in this case. Commitments may be changed or lifted only by the government taking the same formal action that imposed the constraint originally.

Assigned fund balance comprises amounts intended to be used by the government for specific purposes. Intent can be expressed by the Town Selectboard or by an official or body to which the Selectboard delegates the authority.

Unassigned fund balance is the residual classification for the General Fund and includes all amounts not contained in the other classifications. Unassigned amounts are technically available for any purpose. If another governmental fund has a fund balance deficit, then it will be reported as a negative amount in the unassigned classification in that fund. Positive unassigned amounts will be reported only in the General Fund.

Non-spendable and Restricted funds are so-designated by external funds sources, such as in the case of the nonspendable Cemetery Trust Fund corpus, and also by the definitions of "nonspendable" contained in GASB Statement No. 54. Fund balances that are committed and assigned are so-designated by action of the voters or the Selectboard, respectively. Special revenue funds are by definition, created only to report a revenue source that is restricted or committed. In circumstances when an expenditure is made for a purpose for which amounts are available in multiple fund balance classifications, the Town's policy is to consider the most constrained fund balances to be expended first.

***Budget Accounting***

The Town is required by state law to adopt a budget for the General and Highway Funds. The budget is presented on the modified accrual basis of accounting which is consistent with generally accepted accounting principles ("GAAP"). The operating budget is

TOWN OF MIDDLESEX, VERMONT  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2018

**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

***Budget Accounting (continued)***

prepared by the Select Board and approved by the Select Board at a properly warned meeting for presentation to the voters. The operating budget includes proposed expenditures by line item and the means of financing them. The budget is approved by Town voters at a properly warned annual Town meeting. The voters vote on the total expense amount, but voters have discretion to change individual line items within the budget, thereby changing the total voted expense amount.

***Encumbrances***

Encumbrance accounting, under which purchase orders, contract and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in the General Fund, Special Revenue Funds, and Capital Projects Fund. Encumbrances are not liabilities and, therefore, should not be recorded as expenditures until receipt of material or service. For budgetary purposes, appropriations lapse at fiscal year-end. The Town has elected to treat its encumbrances as liabilities for budgetary control purposes.

***Interfund Balances***

Transactions between funds that are representative of lending/borrowing arrangements that are outstanding at the end of the fiscal year are referred to as "advances to/from other funds". All other outstanding balances between funds are reported as "due to/from other funds". Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances".

***Deferred Outflows of Resources***

In addition to assets, the statement of financial 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/expenditures) until then. The Town has one type which arises under the accrual basis of accounting that qualifies for reporting in this category. The governmental activities, the business-type activities and the proprietary funds report deferred outflows of resources from one source; deferred outflows related to the Town's participation in the Vermont Employees Retirement System. These amounts are deferred and recognized as an outflow of resources in the future periods to which the outflows are related.

***Deferred Inflows of Resources***

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 three types of items which arise under the modified accrual basis of accounting and two types which arise under the accrual basis of accounting that qualify for reporting in this category. The statement of net position reports deferred inflows of resources from two sources; prepaid property taxes and deferred inflows related to the Town's participation in the Vermont Employees Retirement System. The governmental funds balance sheet reports deferred inflows of resources from three sources; prepaid property taxes, unavailable property taxes, penalties and interest and unavailable receivables. The business-type activities and proprietary funds report deferred inflows of resources from one source; deferred inflows related to the Town's participation in the Vermont Employees Retirement System. These amounts are deferred and recognized as an inflow of resources in the future periods to which the inflows are related or when the amounts become available.

***New Pronouncement – Pension Plans***

Effective June 30, 2015, the Town implemented GASB Statement No. 68, "Financial Reporting for Pension Plans" – an amendment of GASB Statement No. 27. GASB Statement No. 68 requires the reporting of the proportionate share of the net pension liability related to the Town's participation in the Vermont Municipal Employees' Retirement System (VMERS) as well as additional disclosures and required supplemental information.

TOWN OF MIDDLESEX, VERMONT  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2018

**NOTE 2. EXPLANATION OF DIFFERENCES BETWEEN GOVERNMENTAL FUND STATEMENTS AND GOVERNMENT-WIDE STATEMENTS**

Governmental Fund financial statements are presented using the current financial resources measurement focus and the modified accrual basis of accounting, while government-wide financial statements are presented using the economic resources measurement focus and the accrual basis of accounting. These differences in the measurement focus and basis of accounting lead to differences between the governmental fund financial statements and the government-wide financial statements, as follows:

*Long-term revenue* differences arise because governmental funds report revenues only when they are considered "available", whereas government-wide statements report revenues when they are earned. Long-term expense differences arise because governmental funds report operating expenses (including interest) using the modified accrual basis of accounting, whereas government-wide statements report expenses using the accrual basis of accounting.

*Capital-related* differences arise because governmental funds report capital outlays as current period expenditures, whereas government-wide statements report depreciation expense as an expense. Further, governmental funds report the proceeds for the sale of capital assets as revenue, whereas government-wide statements report the gain or loss from the sale of capital assets as revenue or expense.

*Long-term debt* transaction differences arise because governmental funds report bond proceeds as other financing sources and principal payments as expenditures, whereas government-wide statements report those transactions as increases and decreases in liabilities.

TOWN OF MIDDLESEX, VERMONT  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2018

**NOTE 2. EXPLANATION OF DIFFERENCES BETWEEN GOVERNMENTAL FUND STATEMENTS AND GOVERNMENT-WIDE STATEMENTS (continued)**

A detailed explanation of the differences between governmental funds balance sheet and government-wide statement of net position is as follows:

	Total Governmental Funds	Long-term Revenues/ Expenses	Capital- Related Items	Long-term Debt Transactions	Elimination of Due To/From	Statement of Net Position Total
<b>ASSETS</b>						
Cash	\$ 439,947	\$ -	\$ -	\$ -	\$ -	\$ 439,947
Investments	120,036	-	-	-	-	120,036
Receivable (net of allowance for uncollectible accounts):	5,215	-	-	-	-	5,215
Taxes receivable	42,371	-	-	-	-	42,371
Grant receivable	-	-	-	-	-	-
Prepaid expenses	13,077	-	-	-	-	13,077
Due from other funds	8,212	-	-	-	(8,212)	-
Capital assets	-	-	2,197,171	-	-	2,197,171
Total assets	<u>628,858</u>	<u>-</u>	<u>2,197,171</u>	<u>-</u>	<u>(8,212)</u>	<u>2,817,817</u>
Deferred Outflows - pension sources	-	52,000	-	-	-	52,000
<b>LIABILITIES</b>						
Accounts payable	22,350	-	-	-	-	22,350
Accrued payroll and withholdings	14,849	-	-	-	-	14,849
Due to other funds	8,212	-	-	-	(8,212)	-
Non-current obligations	-	11,118	781,863	-	-	792,981
Net pension liability	-	95,149	-	-	-	95,149
Total Liabilities	<u>45,411</u>	<u>106,267</u>	<u>781,863</u>	<u>-</u>	<u>(8,212)</u>	<u>925,329</u>
Deferred Inflows						
Taxpayer credits	39,081	-	-	-	-	39,081
Deferred property taxes	33,425	(33,425)	-	-	-	-
Pension resources	-	4,389	-	-	-	4,389
Total deferred inflows	<u>72,506</u>	<u>(29,036)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>43,470</u>
<b>NET ASSETS</b>						
Invested in capital assets	-	-	1,415,308	-	-	1,415,308
Nonspendable	13,077	-	-	-	-	13,077
Restricted	185,643	-	-	-	-	185,643
Assigned	139,245	-	-	-	-	139,245
Unrestricted	172,976	(25,231)	-	-	-	147,745
Total Net Assets	<u>\$ 510,941</u>	<u>\$ (25,231)</u>	<u>\$ 1,415,308</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,901,018</u>

TOWN OF MIDDLESEX, VERMONT  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2018

**NOTE 2. EXPLANATION OF DIFFERENCES BETWEEN GOVERNMENTAL FUND STATEMENTS AND GOVERNMENT-WIDE STATEMENTS (continued)**

A detailed explanation of the differences between governmental funds statement of revenues, expenditures and changes in fund balances and government-wide statement of activities is as follows:

	Total Governmental Funds	Long-term Revenues/ Expenses	Capital- Related Items	Long-term Debt Transactions	Statement of Net Assets Total
<b>REVENUES</b>					
Taxes	\$ 931,864	\$ (24,655)	\$ -	\$ -	\$ 907,209
Tax penalties and interest	21,155	-	-	-	21,155
Intergovernmental	224,278	-	-	-	224,278
Charges for current services	21,650	-	-	-	21,650
License and fees	6,016	-	-	-	6,016
Interest	4,297	-	-	-	4,297
Other revenues	17,071	-	-	-	17,071
Total Revenues	<u>1,226,331</u>	<u>(24,655)</u>	<u>-</u>	<u>-</u>	<u>1,201,676</u>
<b>EXPENDITURES</b>					
Current expenditures					
General government	222,733	16,228	3,207	(799)	241,369
Public safety	128,336	-	45,140	-	173,476
Public works	599,616	-	100,737	-	700,353
Health and social services	15,589	-	-	-	15,589
Culture, recreation and development	70,614	-	-	-	70,614
Debt service expenditures					
Principal	118,035	-	-	(118,035)	-
Interest	25,451	-	-	-	25,451
Capital expenditures					
General government	16,034	-	(16,034)	-	-
Public safety	112,554	-	(112,554)	-	-
Highway and streets	126,774	-	(126,774)	-	-
Total Expenditures	<u>1,435,736</u>	<u>16,228</u>	<u>(106,278)</u>	<u>(118,834)</u>	<u>1,226,852</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(209,405)</u>	<u>(40,883)</u>	<u>106,278</u>	<u>118,834</u>	<u>(25,176)</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Note proceeds, net of repayment	239,328	-	-	(239,328)	-
Transfers in	41,000	-	-	-	41,000
Transfers out	(41,000)	-	-	-	(41,000)
Total Other Financing Sources (Uses)	<u>239,328</u>	<u>-</u>	<u>-</u>	<u>(239,328)</u>	<u>-</u>
Net Change in Fund Balances	<u>\$ 29,923</u>	<u>\$ (40,883)</u>	<u>\$ 106,278</u>	<u>\$ (120,494)</u>	<u>\$ (25,176)</u>

TOWN OF MIDDLESEX, VERMONT  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2018

**NOTE 3. CASH AND CASH EQUIVALENTS**

At June 30, 2018, the carrying amount of the Town's deposits with financial institutions was \$439,947. Of the funds on deposit, \$250,000 was covered by the Federal Deposit Insurance Corporation (FDIC), and was collateralized. The Town has a collateralization agreement with the Community Bank, of which the remainder is collateralized to the extent its deposits exceed FDIC insurance limits.

The cash deposits held at financial institutions and cash on hand can be categorized according to four levels of risk:

Category 1 - Deposits which are insured or collateralized with securities held by the Town or by its agent in the Town's name (repurchase agreements).

Category 2 - Deposits which are collateralized with securities held by the pledging financial institution's trust department or agent in the Town's name

Category 3 - Private commercial insurance protection or letters of credit for funds in excess of FDIC limits.

Category 4 - Deposits which are not collateralized or insured (includes cash on hand).

Balances held in each area are as follows:

	Book Balance	Bank Balance
Insured by FDIC	\$ 250,000	\$ 250,000
Category 1	189,947	246,145
Total Deposits	\$ 439,947	\$ 496,145

The difference between the book balance and bank balance is due to reconciling items such as deposits in transit and outstanding checks. Due to higher cash flows at certain times during the year, the amount of uninsured, and not collateralized cash could have been much higher than at year end.

Balances in excess of FDIC insurance limits are collateralized by Community Bank using a pool of securities, separate from the Bank's other assets. At June 30, 2018, the security used are Commercial Mortgage Back Securities, due 1/1/2020 (CUSIP #3138L2SG3) in the face amount of \$450,000.

None of the Town's cash deposits at year end is subject to credit risk, concentration of credit risk, interest rate risk, or foreign currency risk. The Town does not have policies regarding custodial credit risk, credit risk, concentration of credit risk, interest risk, or foreign currency risk.

GASB Statement No. 40 requires the Town's investments be categorized indicating the level of risk assumed by the Town at year end. Category 1 includes investments that are insured or registered or securities that are held by the Town or its agent in the Town's name. Category 2 includes uninsured and unregistered investments which are held by a trust department or agent in the Town's name. At June 30, 2018, all the Town's investments were in Category 1.

TOWN OF MIDDLESEX, VERMONT  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2018

**NOTE 4. CAPITAL ASSET ACTIVITY**

Capital asset activity of the Town for the year ended June 30, 2018, is as follows:

	<u>Beginning Balances</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balances</u>
Governmental Activities				
Capital assets, not being depreciated:				
Land	\$ 568,300	\$ -	\$ -	\$ 568,300
Capital assets being depreciated:				
Buildings/improvements	977,688	-	-	977,688
Vehicles and equipment	1,106,301	255,362	-	1,361,663
Infrastructure	754,925	-	-	754,925
Total capital assets, being depreciated	<u>\$ 2,838,914</u>	<u>\$ 255,362</u>	<u>\$ -</u>	<u>\$ 3,094,276</u>
Less Accumulated Depreciation:	<u>Ending</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending</u>
Buildings/improvements	\$ 379,895	\$ 26,668	\$ -	\$ 406,563
Vehicles and equipment	841,834	96,555	-	938,389
Infrastructure	94,592	25,861	-	120,453
Total accumulated depreciation	<u>1,316,321</u>	<u>149,084</u>	<u>-</u>	<u>1,465,405</u>
Assets Being Depreciated, Net	<u>1,522,593</u>	<u>106,278</u>	<u>-</u>	<u>1,628,871</u>
Net Assets	<u>\$ 2,090,893</u>	<u>\$ 106,278</u>	<u>\$ -</u>	<u>\$ 2,197,171</u>

Depreciation expense was charged to governmental functions as follows:

General Government	\$ 3,207
Public Safety	45,140
Public Works	<u>100,737</u>
Total 2018 governmental depreciation expense	<u>\$ 149,084</u>

TOWN OF MIDDLESEX, VERMONT  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2018

**NOTE 5. INTERFUND BALANCES AND TRANSFERS**

***Interfund Balances***

Interfund balances at June 30, 2018 are as follows:

	Receivables	Payables	
General fund	\$ 8,212	\$ -	
Cemetery fund	-	1,820	
Special revenue fund	-	6,392	
Total	\$ 8,212	\$ 8,212	

***Operating Interfund Transfers***

The Town occasionally transfers funds to cover expenditures made in one fund for which the revenues are in another fund. Interfund transfers during the year ending June 30, 2018 are detailed below.

	Transfers in			
	Paving Fund	Bridge Fund	Conservation Fund	
Transfers out				
General Fund	30,000	6,000	5,000	41,000
Total	\$ 30,000	\$ 6,000	\$ 5,000	\$ 41,000

**NOTE 6. DEFERRED REVENUE**

The deferred revenues reported at year end are summarized as follows:

Property taxes: \$33,425

**NOTE 7. DEFERRED OUTFLOWS OF RESOURCES**

Deferred outflows of resources in the Governmental Activities consists of \$52,000 of required employer pension contributions made subsequent to the measurement date, as further described in Note 9.

**NOTE 8. DEFERRED INFLOWS OF RESOURCES**

Deferred inflows of resources in the Governmental Activities consists of \$39,081 of prepaid property taxes and \$4,389 resulting from the difference between the projected and actual investment earnings related to the Town's participation in the Vermont Municipal Employee's Retirement System (VMERS), as further described in Note 9. Total deferred inflows of resources in the Governmental Activities is \$43,470.

TOWN OF MIDDLESEX, VERMONT  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2018

**NOTE 8. DEFERRED INFLOWS OF RESOURCES (continued)**

Deferred inflows of resources in the General Fund consists of \$39,081 of prepaid property taxes and \$33,425 of delinquent property taxes (including penalties and interest on those taxes) that were not collected within sixty (60) days after year-end as these would not be available to liquidate current liabilities. Total deferred inflows of resources in the General Fund are \$72,506.

**NOTE 9. PENSION PLAN**

***Defined Benefit Plan***

Plan Description

The Vermont Municipal Employees' Retirement System (VMERS) is a cost-sharing, multiple-employer defined benefit pension plan that is administered by the State Treasurer and its Board of Trustees. It is designed for municipal and school district employees that work on a regular basis and includes employees of museums and libraries if at least half of that institution's operating expenses are met by municipal funds. An employee of any employer that becomes affiliated with the system may join at that time or at any time thereafter. Any employee hired subsequent to the effective participation date of their employer who meets the minimum hourly requirements is required to join the system. During the year ended June 30, 2018, the retirement system consisted of 437 participating employers. The plan was established effective July 1, 1975, and is governed by Title 24, V.S.A. Chapter 125.

The general administration and responsibility for formulating administrative policy and procedures of the retirement system for its members and their beneficiaries is vested in the Board of Trustees consisting of five members. They are the State Treasurer, two employee representatives elected by the membership of the system, and two employer representatives-one elected by the governing bodies of participating employers of the system, and one selected by the Governor from a list of four nominees. The list of four nominees is jointly submitted by the Vermont League of Cities and Towns and the Vermont School Boards Association.

All assets are held in a single trust and are available to pay retirement benefits to all members. Benefits available to each group are based on average final compensation (AFC) and years of creditable service.

**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources**

As of June 30, 2017, the measurement date selected by the State of Vermont, VMERS was funded at 83.64% and had a plan fiduciary net position of \$619,510,342 and a total pension liability of \$740,665,894 resulting in a net pension liability of \$121,155,552. As of June 30, 2018, the Town's proportionate share of this was .07853460% resulting in a liability of \$95,149. The net pension liability was measured as of June 30, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that 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 entities, actuarially determined. As of June 30, 2017, the Town's proportion of 0.07853460% was an increase of 0.00393% from its proportion measured as of June 30, 2016.

For the year ended June 30, 2018, the Town recognized pension expense of \$16,228.

TOWN OF MIDDLESEX, VERMONT  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2018

**NOTE 9. PENSION PLAN (continued)**

As of June 30, 2018, the Town reported deferred outflows of resources and deferred inflows of resources from the following sources.

	Deferred Outflow of	Deferred Inflow of
Difference between expected and actual experience	\$ 1,384	\$ 2,355
Changes in assumptions	19,919	-
Difference between projected and actual earnings on pension plan investments	15,848	-
Changes in proportional share of contributions	1,998	-
Difference between the employer contributions and proportionate share of total contributions	-	2,034
Town's required employer contributions made subsequent to the measurement date	12,851	-
	\$ 52,000	\$ 4,389

The deferred outflows of resources resulting from the Town's required employer contributions made subsequent to the measurement date in the amount of \$12,851 will be recognized as a reduction of the net pension liability in the year ended June 30, 2018. Other amounts reported as deferred outflows of resources and deferred inflows of resources will be recognized in pension expense as follows:

Year Ending <u>June 30</u>	
2018	\$11,731
2019	17,867
2020	5,407
2021	<u>(247)</u>
Total	<u>\$34,758</u>

**Summary of System Provisions**

Membership – Full time employees of participating municipalities. The Town elected coverage under Group B.

Creditable Service – Service as a member plus purchased service.

Average Final Compensation (AFC): Group B – Average annual compensation during highest three (3) consecutive years.

Service Retirement Allowance:

Group B – The earlier of age 62 with five (5) years of service or age 55 with thirty (30) years of service.

Maximum benefit is 60% of AFC for Group B. The above amounts included the portion of the allowance provided by member contributions.

TOWN OF MIDDLESEX, VERMONT  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2018

**NOTE 9. PENSION PLAN (continued)**

Early Retirement Allowance:

Eligibility: Age 55 with five (5) years of service for Group B.

Amount: Normal allowance based on service and AFC at early retirement, reduced by 6% for each year commencement precedes normal retirement age for Group B members.

Vested Retirement Allowance:

Eligibility: Five (5) years of service.

Amount: Allowance beginning at normal retirement age based on AFC and service at termination. The AFC is to be adjusted annually by one-half of the percentage change in the Consumer Price Index, subject to the limits on "Post-Retirement Adjustments" described below.

Disability Retirement Allowance:

Eligibility: Five (5) years of service and disability as determined by Retirement Board.

Amount: Immediate allowance based on AFC and service to date of disability.

Death Benefit:

Eligibility: Death after five (5) years of service.

Amount: For Groups B, reduced early retirement allowance under 100% survivor option commencing immediately or, if greater, survivor(s) benefit under disability annuity computed as of date of death.

Optional Benefit and Death after Retirement: For Groups B, lifetime allowance or actuarially equivalent 50% or 100% joint and survivor allowance with refund of contribution guarantee.

Refund of Contribution: Upon termination, if the member so elects or if no other benefit is payable, the member's accumulated contributions are refunded.

Post-Retirement Adjustments: Allowance in payment for at least one year increased on each January 1 by one-half of the percentage increase in Consumer Price Index but not more than 3% for Groups B.

Member Contributions: Group B – 4.875%.

Employer Contributions: Group B – 5.5%.

Retirement Stipend: \$25 per month payable at the option of the Board of Trustees.

**Significant Actuarial Assumptions and Methods**

Investment rate of return: 7.5%, net of pension plan investment expense, including inflation.

Salary increases - 5% per year.

TOWN OF MIDDLESEX, VERMONT  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2018

**NOTE 9. PENSION PLAN (continued)**

Mortality:

Death in Active Service: Group B – 98% of RP-2014 blended 60% Blue Collar Employee, 40% Healthy Employee with generational projection using Scale SSA-2017.

Healthy Post-retirement: Group B – 98% of RP-2014 blended 60% Blue Collar Annuitant, 40% Healthy Annuitant with generational projection using Scale SSA-2017.

Spouse's Age: - Females three years younger than males.

Cost-of-Living Adjustments: Assumed to occur on January 1 following one year of retirement at the rate of 1.3% per annum for Group B members. (beginning at Normal Retirement eligibility age for members who elect reduced early retirement, at age 62 for members of Group B, who receive a disability retirement benefit).

Actuarial Cost Method - Entry Age Actuarial Cost Method. Entry Age is the age at date of employment or, if date is unknown, current age minus years of service. Normal Cost and Actuarial Accrued Liability are calculated on an individual basis and are allocated by salary, with Normal Cost determined using the plan of benefits applicable to each participant.

Asset Valuation Method – A smoothing method is used, under which the value of assets for actuarial purposes equals market value less a five-year phase-in of the differences between actual and assumed investment return. The value of assets for actuarial purposes may not differ from market value of assets by more than 20%.

Inflation: 2.5%

Long-term Expected Rate of Return: The long-term expected rate of return on pension plan investments was determined using 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 June 30, 2017, is summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
US Equity	16.00%	6.07%
Non-US Equity	16.00%	7.42%
Global Equity	9.00%	6.85%
Fixed Income	24.00%	2.41%
Real Estate	8.00%	4.62%
Private Markets	15.00%	7.80%
Hedge Funds	8.00%	3.95%
Risk Parity	4.00%	4.84%
	100.00%	

TOWN OF MIDDLESEX, VERMONT  
 NOTES TO THE FINANCIAL STATEMENTS  
 YEAR ENDED JUNE 30, 2018

**NOTE 9. PENSION PLAN (continued)**

Discount Rate - The discount rate used to measure the total pension liability was 7.50%. In accordance with paragraph 29 of GASB 68, professional judgement was applied to determine that the System's projected fiduciary net position exceeds projected benefit payments for current active and inactive members for all years. The analysis was based on the expectations that employers will continue to contribute at the rates set by the Board, which exceed the actuarially determined contribution, which is comprised of an employer normal cost payment and a payment to reduce the unfunded liability to zero by June 30, 2038. 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.

The following presents the net pension liability calculated, using the discount rate of 7.50%, as well as what the net pension liability would be if it were calculated using a discount rate that is one percent lower (6.50%) or one percent higher (8.50%):

<u>1% Decrease (6.50%)</u>	<u>Discount Rate (7.50%)</u>	<u>1% Increase (8.50%)</u>
\$169,882	\$95,149	\$33,170

**NOTE 10. LONG-TERM CONTRACTS AND COMMITMENTS**

The Town participates in various state and federal grant programs, which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that the Town has not complied with the rules and regulations governing the grants, refunds of any money recovered may be required and the collectability of any related receivable at June 30, 2018, may be impaired. In the opinion of the Town, there are no significant contingent liabilities related to compliance with the rules and regulations governing the respective grants; therefore, no provision has been recorded in the accompanying combined financial statements for such contingencies.

**NOTE 11. RISK MANAGEMENT**

The Town is exposed to various risks of loss related to limited torts; theft of, damage to, and destruction of assets; errors and omissions; injured to employees; and natural disasters for which the Town carries commercial insurance. There have been no significant reductions in coverage from the prior year. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Town.

In addition, the Town is a member of Vermont League of Cities and Towns (VLCT). The VLCT has set up three insurance Trusts:

1. The Property and Casualty Inter-Municipal Fund, Inc. (PACIF) for multi-line insurance;
2. The Vermont League of Cities and Towns Health Trust (VLCTHT) for health, life and disability coverage; and
3. The Vermont League of Cities and Towns Unemployment Trust, Inc. (VLCTUT) for unemployment compensation.

PACIF, VLCTHT, and VLCTUT are nonprofit corporations formed to provide insurance and risk management programs for Vermont cities and towns and is owned by the participating members. The Trusts are not licensed insurance carriers and members are not protected by the Vermont Insurance Guaranty Association. To provide insurance coverage, PACIF has established a self-funded insurance trust. It provides extensive coverage for losses to member municipalities for property damage, auto accidents, injured employees, public official liability and employment practices liability, members gain additional benefits from PACIF's unique public safety and risk management programs as well as dedicated in-house claims adjusters. In the event that total contributions assessed to and made by all members result in an actual or projected financial deficit and PACIF is unable to meet its required obligations, the Program will be terminated with each member assessed their proportionate share of the deficit.

TOWN OF MIDDLESEX, VERMONT  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2018

**NOTE 11. RISK MANAGEMENT (continued)**

To provide insurance coverage, VLCTHT has established a self-funded fully insured program in conjunction with Blue Cross and Blue Shield (BCBS). A portion of member contributions is used to purchase reinsurance and to fund a reserve required by the reinsurance. Benefits available include dental insurance, flexible spending accounts, life insurance, disability insurance, and long-term care insurance. Contributions in excess of claims requirements, reserve fund requirements, reinsurance and administrative costs are returned to participants. The pooling agreement does not permit the pool to make additional assessments to its members.

To provide unemployment coverage, VLCTUT has established a separate trust of funds from member contributions to pay administrative costs, unemployment claims, and provides excess reinsurance protection. Contributions are based on payroll expense and the previous two-year unemployment compensation experience. In the event that total contributions assessed to and made by all members result in an actual or projected financial deficit and VLCTUT is unable to meet its required obligations, the Program will be terminated with each member assessed their proportionate share of the deficit.

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

**NOTE 12. LINE OF CREDIT**

The Town of Middlesex currently has no line of credit outstanding.

TOWN OF MIDDLESEX, VERMONT  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2018

**NOTE 13. LONG-TERM DEBT**

Long-term debt consisted of the following:

	6/30/2017 Balance	New Debt	Principal Payments	6/30/2018 Balance
Highway equipment, note payable to the Community Bank. Annual principal payments of \$5,870, bearing interest at 2.95% .	\$ 11,740	\$ -	\$ 5,870	\$ 5,870
Public safety equipment, note payable to the Community Bank. Annual principal payments of \$2,000, bearing interest at 2.85% .	6,000	\$ -	2,000	4,000
Highway equipment, note payable to the Community Bank. Annual principal payments of \$23,658, bearing interest at 2.95% .	47,316	-	23,658	23,658
Highway equipment, note payable to the Community Bank. Annual principal payments of \$23,658, bearing interest at 2.95% .	58,014	-	29,007	29,007
Fire station construction bond payable to the Vermont Municipal Bond Bank, variable annual principal payments, net of interest of 4.19% . Maturing November, 2029.	520,000	-	40,000	480,000
Highway equipment, note payable to the Community Bank. Due, November, 2016 bearing interest at 2.70% . Maturing November, 2017.	17,500	-	17,500	-
Fire Equipment, note payable to the Community Bank, Due within one year, bearing interest at 1.85% . Due September 27, 2018.	-	112,554	-	112,554
Highway equipment, note payable to the Community Bank, Due within on year, bearing interest at 1.85% . Due July 26, 2018.	-	126,774	-	126,774
Uncompensated balances	11,917	11,118	11,917	11,118
	<u>\$ 672,487</u>	<u>\$ 250,446</u>	<u>\$ 129,952</u>	<u>\$ 792,981</u>

**NOTE 13. LONG-TERM DEBT (continued)**

Principle maturities on long term debt are as follows:

Years ending	Governmental Activities		
	Principal	Interest	Total
June 30, 2019	\$ 339,863	\$ 25,294	\$ 365,157
June 30, 2020	42,000	18,493	60,493
June 30, 2021	40,000	16,760	56,760
June 30, 2022-2026	200,000	57,822	257,822
June 30, 2027-2031	160,000	10,056	170,056
Total	<u>\$ 781,863</u>	<u>\$ 128,425</u>	<u>\$ 910,288</u>

TOWN OF MIDDLESEX, VERMONT  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2018

**NOTE. 14.       SUBSEQUENT EVENTS**

Events of the Town have been evaluated from July 1, 2018 through the date of these financial statements for subsequent events which would impact the financial standing. We found no subsequent events that should be disclosed.

TOWN OF MIDDLESEX, VERMONT  
 REQUIRED SUPPLEMENTARY INFORMATION  
 SCHEDULE OF PROPRTIONATE SHARE OF THE NEW PENSION LIABILITY  
 VMERS DEFINED BENEFIT PLAN  
 JUNE 30, 2018

SCHEDULE 1

	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Total Plan Net Pension Liability	\$ 121,155,552	\$ 128,696,167	\$ 77,095,810	\$ 9,126,613
Town's Proportion of the Net Pension Liability	0.0785%	0.0746%	0.0806%	0.0812
Town's Proportionate Share of the Net Pension Liability	95,149	96,019	62,124	7413
Town's Covered Employee Payroll	233,654	233,191	206,173	209563
Town's Proportionate Share of the Net Pension Liability as a Percentage of Town's Covered Employee Payroll	40.72%	41.18%	30.13%	3.54
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	80.95% as of June 30, 2017	80.95% as of June 30, 2016	87.42% as of June 30, 2015	98.32% as of June 30, 2014

**Notes to Schedule**

Benefit Changes: None.

Changes in Assumptions: None.

Fiscal year 2015 was the first year of implementation, therefore, only four years are shown.

The accompanying notes are an integral part of this financial statement.

TOWN OF MIDDLESEX, VERMONT  
 REQUIRED SUPPLEMENTARY INFORMATION  
 SCHEDULE OF CONTRIBUTIONS  
 VMERS DEFINED BENEFIT PLAN  
 FOR THE YEAR ENDED JUNE 30, 2018

SCHEDULE 2

	2018	2017	2016	2015
Contractually Required Contribution (Actuarially Determined)	\$ 12,851	\$ 12,825	\$ 11,339	\$ 11,264
Contributions in Relation to the Actuarially Determined Contributions	12,851	12,825	11,339	11,264
Contribution Excess/(Deficiency)	\$ -	\$ -	\$ -	\$ -
Town's Covered Employee Payroll	\$ 233,654	\$ 233,191	\$ 206,173	\$ 209,563
Contributions as a Percentage of Town's Covered Employee Payroll	5.500%	5.500%	5.500%	5.375%

**Notes to Schedule**

Valuation Date:	June 30, 2017	June 30, 2016	June 30, 2015	June 30, 2014
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Fiscal year 2015 was the first year of implementation, therefore, only three years are shown.

The accompanying notes are an integral part of this financial statement.

TOWN OF MIDDLESEX, VERMONT  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE  
BUDGET AND ACTUAL  
GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2018

SCHEDULE 3

Page 1 of 4

	<u>Original and Final Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<b>REVENUES:</b>			
Property taxes	\$ 908,403	\$ 931,864	\$ 23,461
Intergovernmental	96,136	107,869	11,733
State Aid - Highways	115,003	115,003	-
Charge for services	15,000	19,850	4,850
Interest on investments	1,000	1,155	155
Licenses and fees	3,100	6,016	2,916
Penalty and interest on Delinquent taxes	15,000	21,155	6,155
Other	8,500	17,071	8,571
	<u>1,162,142</u>	<u>1,219,983</u>	<u>57,841</u>
<b>EXPENDITURES:</b>			
General Government:			
Selectmen:			
Selectmen	3,277	3,300	(23)
Select board clerk	20,032	20,144	(112)
Advertising/Printing	1,500	724	776
Legal fees	4,000	2,733	1,267
Town report	2,900	2,859	41
Dues - VLCT	2,953	2,953	-
Discretionary expenditures	5,000	-	5,000
Other	21,685	25,348	(3,663)
Total Selectmen	<u>61,347</u>	<u>58,061</u>	<u>3,286</u>
Administration:			
Salaries	45,000	47,796	(2,796)
Office supplies	3,500	2,741	759
Equipment purchase	-	-	-
Listers mileage/Expenses	2,500	4,536	(2,036)
Courses/Seminars	300	-	300
Telephone	4,800	4,512	288
Postage	3,000	2,754	246
Listing wages	7,500	11,071	(3,571)
Auditing	7,200	7,159	41
Copier lease	2,100	1,946	154
Mapping	750	-	750
Computer maintenance	5,000	24,088	(19,088)
Reappraisal	-	15,711	(15,711)
Land acquisition	-	-	-
Total Administration	<u>81,650</u>	<u>122,314</u>	<u>(40,664)</u>

TOWN OF MIDDLESEX, VERMONT  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE  
BUDGET AND ACTUAL  
GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2018

SCHEDULE 3

Page 2 of 4

	<u>Original and Final Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
Town Hall:			
Electricity	\$ 2,226	\$ 2,629	\$ (403)
Heat	2,000	1,829	171
Grounds	2,500	1,245	1,255
Repairs	3,500	3,889	(389)
Street lights	2,200	2,040	160
Janitorial	1,500	1,354	146
Total Town Hall	<u>13,926</u>	<u>12,986</u>	<u>940</u>
Total General Government	<u>156,923</u>	<u>193,361</u>	<u>(36,438)</u>
Public Safety:			
Law Enforcement:			
Ambulance	63,974	64,156	(182)
Speed enforcement	7,500	3,010	4,490
Courses/Seminars	100	-	100
Dog pound/Animal control	1,600	-	1,600
Emergency management	250	156	94
Total Law Enforcement	<u>73,424</u>	<u>67,322</u>	<u>6,102</u>
Fire Department:			
Radio dispatch	19,882	21,344	(1,462)
Heat	3,000	4,022	(1,022)
Equipment repairs	9,500	8,236	1,264
Supplies	200	199	1
Equipment purchase	4,531	5,846	(1,315)
Telephone	1,100	1,069	31
Fast squad supplies	1,000	445	555
Electricity	1,600	1,275	325
Building maintenance	2,500	2,717	(217)
Other	8,200	7,072	1,128
Total Fire Department	<u>51,513</u>	<u>52,225</u>	<u>(712)</u>
Total Public Safety	<u>124,937</u>	<u>119,547</u>	<u>5,390</u>
Town Insurance:			
Worker's compensation	22,300	21,645	655
Unemployment compensation	750	415	335
Property and casualty	29,000	29,009	(9)
Total Town Insurance	<u>52,050</u>	<u>51,069</u>	<u>981</u>

TOWN OF MIDDLESEX, VERMONT  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE  
BUDGET AND ACTUAL  
GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2018

SCHEDULE 3

Page 3 of 4

	Original and Final Budget	Actual	Variance Favorable (Unfavorable)
<b>Employee Benefits:</b>			
Social security/Medicare	\$ 21,408	\$ 21,319	\$ 89
Retirement	13,012	12,851	161
Life insurance	1,950	418	1,532
Health insurance	42,000	41,549	451
Long-term disability	-	987	(987)
Total Employee Benefits	<u>78,370</u>	<u>77,124</u>	<u>1,246</u>
<b>Highways:</b>			
Salaries	195,646	191,728	3,918
Utilities	4,000	8,244	(4,244)
Plant Maintenance	12,525	12,342	183
Equipment - Maintenance	41,300	78,335	(37,035)
Gas, Oil, Diesel	42,000	40,281	1,719
Culverts	15,000	505	14,495
Construction/Paving	56,200	73,246	(17,046)
Winter maintenance	67,500	63,305	4,195
Summer maintenance	37,950	36,326	1,624
Signs	3,500	609	2,891
Uniforms and boots		7,443	(7,443)
Courses/Seminars	300	1,400	(1,100)
Equipment purchases	5,050	1,829	3,221
Total Highways	<u>480,971</u>	<u>515,593</u>	<u>(34,622)</u>
<b>Cemetery Care:</b>			
Labor	4,300	5,280	(980)
Materials	1,300	84	1,217
Repairs to cemetery	1,300	-	1,300
Total Cemetery Care	<u>6,900</u>	<u>5,364</u>	<u>1,537</u>
<b>Recreation:</b>			
Wrightsville Beach	1,989	2,170	(181)
Other	13,026	10,373	2,653
Total Recreation	<u>15,015</u>	<u>12,543</u>	<u>2,472</u>
<b>Debt Service:</b>			
Principal	118,996	118,035	961
Interest	24,694	25,451	(757)
Total Debt Service	<u>143,690</u>	<u>143,486</u>	<u>204</u>

TOWN OF MIDDLESEX, VERMONT  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE  
BUDGET AND ACTUAL  
GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2018

SCHEDULE 3

Page 4 of 4

	<u>Original and Final Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
Planning Commission:			
Printing	\$ 500	\$ -	\$ 500
Advertising	500	-	500
Supplies and postage	<u>1,000</u>	<u>-</u>	<u>1,000</u>
Total Planning Commission	<u>2,000</u>	<u>-</u>	<u>2,000</u>
Zoning Board of Adjustment:	<u>2,215</u>	<u>8,462</u>	<u>(6,247)</u>
Special Articles:	<u>58,071</u>	<u>58,071</u>	<u>-</u>
Total Expenditures	<u>1,121,142</u>	<u>1,184,620</u>	<u>(63,478)</u>
Excess/(Deficiency) of Revenue Over/(Under) Expenditures	<u>41,000</u>	<u>35,364</u>	<u>(5,637)</u>
Other Financing Sources/(Uses):			
Capital outlays	-	(239,328)	239,328
Proceeds of long-term debt	-	239,328	(239,328)
Transfers out	<u>(41,000)</u>	<u>(41,000)</u>	<u>-</u>
Total Other Financing Sources/(Uses)	<u>(41,000)</u>	<u>(41,000)</u>	<u>-</u>
Excess/(Deficiency) of Revenue and Other Financing Sources Over/(Under) Expenditures and Other Financing Uses	<u>\$ -</u>	<u>\$ (5,637)</u>	<u>\$ (5,637)</u>
Fund Balance - Beginning		<u>191,690</u>	
Fund Balance - Ending		<u>\$ 186,053</u>	

TOWN OF MIDDLESEX, VERMONT  
 COMBINING BALANCE SHEET  
 OTHER GOVERNMENTAL FUNDS  
 FOR THE YEAR ENDED JUNE 30, 2018

SCHEDULE 4

	Special Revenue Funds			Capital Project Funds		Total Other Governmental Funds
	Conservation Commission	Records Restoration	Other Funds	Bridge Fund	Building Fund	
<b>ASSETS</b>						
Cash	\$ 9,893	\$ 12,147	\$ 9,435	\$ 8,002	\$ 28,191	\$ 67,668
Accounts receivable	-	-	5,215	-	-	5,215
Due from other funds	-	-	-	-	-	-
<b>Total Assets</b>	<b><u>\$ 9,893</u></b>	<b><u>\$ 12,147</u></b>	<b><u>\$ 14,650</u></b>	<b><u>\$ 8,002</u></b>	<b><u>\$ 28,191</u></b>	<b><u>\$ 72,883</u></b>
<b>LIABILITIES</b>						
Accounts payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Due to other funds	-	1,177	5,215	-	-	6,392
<b>Total Liabilities</b>	<b><u>-</u></b>	<b><u>1,177</u></b>	<b><u>5,215</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>6,392</u></b>
<b>FUND BALANCES</b>						
Nonspendable	-	-	-	-	-	-
Restricted	9,893	10,970	9,435	8,002	28,191	66,491
Assigned	-	-	-	-	-	-
<b>Total Fund Balances</b>	<b><u>9,893</u></b>	<b><u>10,970</u></b>	<b><u>9,435</u></b>	<b><u>8,002</u></b>	<b><u>28,191</u></b>	<b><u>66,491</u></b>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balances</b>	<b><u>\$ 9,893</u></b>	<b><u>\$ 12,147</u></b>	<b><u>\$ 14,650</u></b>	<b><u>\$ 8,002</u></b>	<b><u>\$ 28,191</u></b>	<b><u>\$ 72,883</u></b>

The accompanying notes are an integral part of this financial statement.

TOWN OF MIDDLESEX, VERMONT  
 COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
 OTHER GOVERNMENTAL FUNDS  
 FOR THE YEAR ENDED JUNE 30, 2018

SCHEDULE 5

	Special Revenue Funds			Capital Project Funds			Total Other Governmental Funds
	Conservation Commission	Records Restoration	Other Funds	Bridge Fund	Building Fund	Grant Fund	
REVENUES:							
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	1,405	-	-	-	-	1,405
Licenses and permits	-	-	-	-	-	-	-
Investment income	1	2	1	1	4	-	9
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	<u>1</u>	<u>1,407</u>	<u>1</u>	<u>1</u>	<u>4</u>	<u>-</u>	<u>1,414</u>
EXPENDITURES:							
General government	-	1,563	-	-	-	-	1,563
Highway and streets	-	-	-	-	-	-	-
Culture, recreation, development & transportation	-	-	-	-	-	-	-
Capital outlay:							
Highways and streets	-	-	-	-	-	-	-
Debt service:							
Principal	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-
Total Expenditures	<u>-</u>	<u>1,563</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,563</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>1</u>	<u>(156)</u>	<u>1</u>	<u>1</u>	<u>4</u>	<u>-</u>	<u>(149)</u>
OTHER FINANCING SOURCES (USES)							
Transfers in	5,000	-	-	6,000	-	-	11,000
Total Other Financing Sources (uses)	<u>5,000</u>	<u>-</u>	<u>-</u>	<u>6,000</u>	<u>-</u>	<u>-</u>	<u>11,000</u>
Net Change in Fund Balances	5,001	(156)	1	6,001	4	-	10,851
Fund Balances - July 1, 2017	<u>4,892</u>	<u>11,126</u>	<u>9,434</u>	<u>2,001</u>	<u>28,187</u>	<u>-</u>	<u>55,640</u>
Fund Balances - June 30, 2018	<u>\$ 9,893</u>	<u>\$ 10,970</u>	<u>\$ 9,435</u>	<u>\$ 8,002</u>	<u>\$ 28,191</u>	<u>\$ -</u>	<u>\$ 66,491</u>

The accompanying notes are an integral part of this financial statement.



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## Batchelder Associates, PC

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

To the Select Board  
Town of Middlesex, Vermont  
Middlesex, Vermont

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Middlesex, Vermont ("Town"), as of and for the year ended June 30, 2018, which collectively comprise the Town's basic financial statements and have issued our report thereon dated October 19, 2018. 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.

#### **Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the Town's internal control over financial reporting as a basis for designing our auditing procedures 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 over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses and therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified.

*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. There were no material weaknesses or deficiencies found.

#### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Town's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* for year ending June 30, 2018.

Town of Middlesex, Vermont  
Page 2

This report is intended solely for the information and use of management, Board of Selectmen, others within the entity, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

*Batchelder Associates, P.C.*

Batchelder Associates, PC  
Barre, Vermont  
October 19, 2018  
Vermont License # 945