

**TOWN OF STODDARD, NEW HAMPSHIRE**

**Annual Financial Statements**

**For the Year Ended June 30, 2014**

## Town of Stoddard, New Hampshire

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## INDEPENDENT AUDITORS' REPORT

To the Board of Selectmen  
Town of Stoddard, New Hampshire

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

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

We have audited the accompanying financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of the Town of Stoddard, New Hampshire, as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the Table of Contents.

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

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

### **Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. 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 (1) qualified audit opinion on the governmental activities, and (2) unmodified audit opinions on the major fund and aggregate remaining fund information.

### **Basis for Qualified Opinion on Governmental Activities**

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

### **Qualified Opinion on Governmental Activities**

In our opinion, except for the effects of the matter described in the Basis for Qualified Opinion in the Governmental Activities paragraph, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of the Town of Stoddard, New Hampshire, as of June 30, 2014, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Opinion on Major Fund and Aggregate Remaining Fund Information**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the major fund and the aggregate remaining fund information of the Town of Stoddard, New Hampshire, as of June 30, 2014, and the respective changes in financial position where applicable and the respective budgetary comparison for the general fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that management's discussion and analysis be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board*, who

considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with evidence sufficient to express an opinion or provide any assurance.

*Melanson Heath*

October 27, 2014

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

As management of the Town of Stoddard, New Hampshire, we offer readers this narrative overview and analysis of the financial activities of the Town of Stoddard, New Hampshire for the fiscal year ended June 30, 2014.

### **A. OVERVIEW OF THE FINANCIAL STATEMENTS**

This discussion and analysis is intended to serve as an introduction to basic financial statements. The basic financial statements comprise three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

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

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

The Statement of Activities presents information showing how the Town's net position changed during the most recent 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).

The government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (governmental activities). The governmental activities include general government, public safety, highways and streets, sanitation, health and human service, welfare, culture and recreation, and conservation.

**Fund financial statements.** A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into two categories: governmental funds, and fiduciary funds.

**Governmental funds.** Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements,

governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the 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.

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

**Fiduciary funds.** Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Town's own programs.

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

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

## **B. FINANCIAL HIGHLIGHTS**

- As of the close of the current fiscal year, the total of assets exceeded liabilities by \$347,024 (i.e., net position), a change of \$121,953 in comparison to the prior year.
- As of the close of the current fiscal year, governmental funds reported combined ending fund balances of \$176,221 a change of \$44,827 in comparison to the prior year.
- At the end of the current fiscal year, unassigned fund balance for the general fund was \$(68,313), a change of \$4,785 in comparison to the prior year.

**C. GOVERNMENT-WIDE FINANCIAL ANALYSIS**

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

NET POSITION

	<u>Governmental Activities</u> <u>2014</u>
Current and other assets	\$ <u>1,401,016</u>
Total assets	1,401,016
Current liabilities	45,092
Deferred inflows	<u>1,008,900</u>
Total liabilities and deferred inflows	1,053,992
Net position:	
Restricted	67,487
Unrestricted	<u>279,537</u>
Total net position	\$ <u><u>347,024</u></u>

CHANGES IN NET POSITION

	<u>Governmental Activities</u> <u>2014</u>
Revenues:	
Program revenues	
Charges for services	\$ 14,912
Operating grants and contributions	115
General revenues:	
Property taxes	828,591
Motor vehicle taxes	223,484
Penalties and interest on taxes	33,708
Grants and contributions not restricted	
to specific programs	89,730
Investment income	3,193
Miscellaneous revenue	<u>5,453</u>
Total revenues	1,199,186

(continued)

(continued)

	<u>Governmental</u> <u>Activities</u> <u>2014</u>
Expenses:	
General government	457,271
Public safety	184,638
Highway and streets	195,629
Sanitation	180,780
Health and human services	8,181
Welfare	5,479
Culture and recreation	39,301
Conservation	1,250
Interest expense	<u>4,704</u>
Total expenses	<u>1,077,233</u>
Change in net position	121,953
Net position - beginning of year	<u>225,071</u>
Net position - end of year	<u>\$ 347,024</u>

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. At the close of the most recent year, total net position was \$347,024, a change of \$121,953 from the prior year.

The largest portion of net position, \$279,537, represents resources that may be used to meet the government's ongoing obligations to citizens and creditors. The remaining balance of restricted net position, \$67,487, represents resources that are subject to external restrictions on how they may be used.

**Governmental activities.** Governmental activities for the year resulted in a change in net position of \$121,953. Key elements of this change are as follows:

General fund operating results, as discussed further in Section D	\$ 45,967
Non-major funds operating results	(1,140)
Other GAAP accruals	<u>77,126</u>
Total	<u>\$ 121,953</u>

**D. FINANCIAL ANALYSIS OF THE GOVERNMENT’S FUNDS**

As noted earlier, fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements.

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

As of the end of the current fiscal year, governmental funds reported combined ending fund balances of \$176,221, a change of \$44,827 in comparison to the prior year. Key elements of this change are as follows:

General fund operating results	\$ 45,967
Non-major funds operating results	<u>(1,140)</u>
Total	<u>\$ 44,827</u>

The general fund is the chief operating fund. At the end of the current fiscal year, unassigned fund balance of the general fund was \$(68,313) while total fund balance was \$109,296. As a measure of the general fund’s liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total general fund expenditures. Refer to the table below:

<u>General Fund</u>	<u>6/30/14</u>	<u>6/30/13</u>	<u>Change</u>	<u>% of Total General Fund Expenditures</u>
Unassigned fund balance	\$ (68,313)	\$ (73,098)	\$ 4,785	-6.1%
Total fund balance	\$ 109,296	\$ 63,329	\$ 45,967	9.8%

The fund balance of the general fund changed by \$45,967 during the current fiscal year. Key factors in this change are as follows:

Revenues in excess of budget	\$ 41,829
Expenditures less than budget	373
Tax collections compared to budget	(1,234)
Current year encumbrances in excess of prior year	29,552
Use of fund balance as a funding source	(35,000)
Change in capital reserves	12,770
Other	<u>(2,323)</u>
Total	<u>\$ 45,967</u>

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

	<u>6/30/14</u>	<u>6/30/13</u>	<u>Change</u>
Capital Reserve	\$ <u>83,403</u>	\$ <u>70,633</u>	\$ <u>12,770</u>
Total	\$ <u><u>83,403</u></u>	\$ <u><u>70,633</u></u>	\$ <u><u>12,770</u></u>

**E. GENERAL FUND BUDGETARY HIGHLIGHTS**

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

**REQUESTS FOR INFORMATION**

This financial report is designed to provide a general overview of the Town of Stoddard's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Office of Town Administrator  
Town of Stoddard  
1450 Route 123 North  
Stoddard, New Hampshire 03464

TOWN OF STODDARD, NEW HAMPSHIRE

STATEMENT OF NET POSITION

JUNE 30, 2014

	Governmental <u>Activities</u>
<b>ASSETS</b>	
Current:	
Cash and short-term investments	\$ 988,741
Investments	128,375
Restricted cash	10,596
Receivables, net of allowance for uncollectibles:	
Property taxes	1,291
User fees	13,077
Other assets	67,949
Noncurrent:	
Receivables, net of allowance for uncollectibles:	
Property taxes	<u>190,987</u>
<b>TOTAL ASSETS</b>	<b>1,401,016</b>
<b>LIABILITIES</b>	
Current:	
Accrued expenses	2,323
Other current liabilities	9,508
Current portion of long-term liabilities:	
Capital lease	33,261
<b>DEFERRED INFLOWS OF RESOURCES</b>	<b><u>1,008,900</u></b>
<b>TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES</b>	<b>1,053,992</b>
<b>NET POSITION</b>	
Restricted for:	
Special purposes	13,229
Permanent funds	
Nonexpendable	25,691
Expendable	28,567
Unrestricted	<u>279,537</u>
<b>TOTAL NET POSITION</b>	<b><u><u>\$ 347,024</u></u></b>

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

TOWN OF STODDARD, NEW HAMPSHIRE

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2014

		<u>Program Revenues</u>		Net (Expenses) Revenues and Changes in Net Position
	<u>Expenses</u>	<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Governmental Activities</u>
<b>Governmental Activities:</b>				
General government	\$ 457,271	\$ 14,507	\$ -	\$ (442,764)
Public safety	184,638	405	-	(184,233)
Highway and streets	195,629	-	-	(195,629)
Sanitation	180,780	-	-	(180,780)
Health and human services	8,181	-	-	(8,181)
Welfare	5,479	-	-	(5,479)
Culture and recreation	39,301	-	115	(39,186)
Conservation	1,250	-	-	(1,250)
Interest expense	4,704	-	-	(4,704)
Total	<u>\$ 1,077,233</u>	<u>\$ 14,912</u>	<u>\$ 115</u>	(1,062,206)
		<b>General Revenues:</b>		
				828,591
				223,484
				33,708
				89,730
				3,193
				<u>5,453</u>
				1,184,159
				121,953
		<b>Net Position:</b>		
				<u>225,071</u>
				<u>\$ 347,024</u>

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

TOWN OF STODDARD, NEW HAMPSHIRE

GOVERNMENTAL FUNDS

BALANCE SHEET

JUNE 30, 2014

	<u>General</u>	Nonmajor Governmental <u>Funds</u>	Total Governmental <u>Funds</u>
<b>ASSETS</b>			
Cash and short-term investments	\$ 975,601	\$ 13,140	\$ 988,741
Investments	72,807	55,568	128,375
Restricted cash	10,596	-	10,596
Property taxes receivable	213,642	-	213,642
Due from other funds	1,783	89	1,872
Other receivables	1,787	-	1,787
Prepays	64,654	-	64,654
Other	1,508	-	1,508
	<u>                    </u>	<u>                    </u>	<u>                    </u>
TOTAL ASSETS	<u>\$ 1,342,378</u>	<u>\$ 68,797</u>	<u>\$ 1,411,175</u>
<b>LIABILITIES</b>			
Due to other funds	\$ -	\$ 1,872	\$ 1,872
Accrued liabilities	2,323	-	2,323
Other liabilities	9,508	-	9,508
	<u>                    </u>	<u>                    </u>	<u>                    </u>
TOTAL LIABILITIES	11,831	1,872	13,703
<b>DEFERRED INFLOWS OF RESOURCES</b>	1,221,251	-	1,221,251
<b>FUND BALANCES</b>			
Nonspendable	64,654	25,691	90,345
Restricted	-	41,234	41,234
Committed	83,403	-	83,403
Assigned	29,552	-	29,552
Unassigned	(68,313)	-	(68,313)
	<u>                    </u>	<u>                    </u>	<u>                    </u>
TOTAL FUND BALANCES	<u>109,296</u>	<u>66,925</u>	<u>176,221</u>
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	<u>\$ 1,342,378</u>	<u>\$ 68,797</u>	<u>\$ 1,411,175</u>

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

TOWN OF STODDARD, NEW HAMPSHIRE

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

JUNE 30, 2014

<b>Total governmental fund balances</b>	\$ 176,221
<ul style="list-style-type: none"><li>• Revenues are reported on the accrual basis of accounting and are not deferred until collection.</li></ul>	190,987
<ul style="list-style-type: none"><li>• Long-term mortgage receivables are recognized on the Statement of Net Position</li></ul>	13,077
<ul style="list-style-type: none"><li>• Long-term liabilities, including capital lease payable, are not due and payable in the current period and, therefore, are not reported in the governmental funds.</li></ul>	<u>(33,261)</u>
<b>Net position of governmental activities</b>	<u><u>\$ 347,024</u></u>

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

TOWN OF STODDARD, NEW HAMPSHIRE

GOVERNMENTAL FUNDS

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED JUNE 30, 2014

	<u>General</u>	Nonmajor Governmental <u>Funds</u>	Total Governmental <u>Funds</u>
<b>Revenues:</b>			
Property taxes	\$ 832,849	\$ -	\$ 832,849
Charges for services	1,212	-	1,212
Intergovernmental	89,430	115	89,545
Licenses and permits	237,184	-	237,184
Investment income	1,775	1,418	3,193
Miscellaneous	7,595	1,644	9,239
Total Revenues	<u>1,170,045</u>	<u>3,177</u>	<u>1,173,222</u>
<b>Expenditures:</b>			
Current:			
General government	335,773	4,167	339,940
Public safety	144,316	-	144,316
Highway and streets	195,629	-	195,629
Sanitation	180,780	-	180,780
Health and human services	8,181	-	8,181
Welfare	5,479	-	5,479
Culture and recreation	33,388	5,913	39,301
Conservation	1,250	-	1,250
Debt service	55,866	-	55,866
Capital outlay	157,653	-	157,653
Total Expenditures	<u>1,118,315</u>	<u>10,080</u>	<u>1,128,395</u>
Excess (deficiency) of revenues over expenditures	51,730	(6,903)	44,827
<b>Other Financing Sources (Uses):</b>			
Transfers in	562	6,325	6,887
Transfers out	(6,325)	(562)	(6,887)
Total Other Financing Sources (Uses)	<u>(5,763)</u>	<u>5,763</u>	<u>-</u>
Excess (deficiency) of revenues and other sources over expenditures and other uses	45,967	(1,140)	44,827
Fund Equity, at Beginning of Year	<u>63,329</u>	<u>68,065</u>	<u>131,394</u>
Fund Equity, at End of Year	<u>\$ 109,296</u>	<u>\$ 66,925</u>	<u>\$ 176,221</u>

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

TOWN OF STODDARD, NEW HAMPSHIRE

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

FOR THE YEAR ENDED JUNE 30, 2014

<b>Net changes in fund balances - total governmental funds</b>	<b>\$ 44,827</b>
<ul style="list-style-type: none"><li>Revenues in the Statement of Activities that do not provide current financial resources are fully deferred in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable (i.e., real estate) differ between the two statements. This amount represents the net change in deferred revenue.</li></ul>	29,450
<ul style="list-style-type: none"><li>The issuance of long-term debt (e.g., capital leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any effect on net position:<ul style="list-style-type: none"><li>Repayments of debt</li></ul></li></ul>	51,162
<ul style="list-style-type: none"><li>Some expenses reported in the Statement of Activities, such as allowance for doubtful accounts, do not require the use of current financial resources and therefore, are not reported as expenditures in the governmental funds.</li></ul>	<u>(3,486)</u>
<b>Change in net position of governmental activities</b>	<b><u><u>\$ 121,953</u></u></b>

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

TOWN OF STODDARD, NEW HAMPSHIRE

GENERAL FUND

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

FOR THE YEAR ENDED JUNE 30, 2014

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original Budget	Final Budget		
<b>Revenues and Other Sources:</b>				
Taxes	\$ 800,375	\$ 800,375	\$ 800,375	\$ -
Interest, penalties and other taxes	22,000	22,000	33,708	11,708
Charges for service	2,000	2,000	1,212	(788)
Licenses and permits	216,000	216,000	237,184	21,184
Intergovernmental	87,056	87,056	89,430	2,374
Miscellaneous	1,050	1,050	8,559	7,509
Transfers in	720	720	562	(158)
Use of fund balance	35,000	35,000	35,000	-
Total Revenues and Other Sources	1,164,201	1,164,201	1,206,030	41,829
<b>Expenditures and Other Uses:</b>				
General government	323,975	323,975	333,409	(9,434)
Public safety	170,259	170,259	149,868	20,391
Highway and streets	202,800	202,800	195,629	7,171
Sanitation	178,770	178,770	180,780	(2,010)
Health and human services	7,960	7,960	8,181	(221)
Welfare	6,450	6,450	5,479	971
Culture and recreation	35,512	35,512	33,388	2,124
Conservation	1,250	1,250	1,250	-
Debt service	55,400	55,400	55,866	(466)
Capital outlay	163,500	163,500	181,653	(18,153)
Transfers out	18,325	18,325	18,325	-
Total Expenditures and Other Uses	1,164,201	1,164,201	1,163,828	373
Excess (deficiency) of revenues and other sources over expenditures and other uses	\$ -	\$ -	\$ 42,202	\$ 42,202

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

TOWN OF STODDARD, NEW HAMPSHIRE  
 FIDUCIARY FUNDS  
 STATEMENT OF FIDUCIARY NET POSITION  
 JUNE 30, 2014

	<u>Agency Funds</u>
<b><u>ASSETS</u></b>	
Investments	\$ <u>175,271</u>
Total Assets	175,271
 <b><u>LIABILITIES AND NET POSITION</u></b>	
Other liabilities	<u>175,271</u>
Total Liabilities	<u>175,271</u>
 <b><u>NET POSITION</u></b>	
Total net position held in trust	\$ <u><u>-</u></u>

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

# TOWN OF STODDARD, NEW HAMPSHIRE

## Notes to Financial Statements

### 1. Summary of Significant Accounting Policies

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

#### A. Reporting Entity

The Town is a municipal corporation governed by an elected Board of Selectmen. As required by generally accepted accounting principles, these financial statements present the government and applicable component units for which the government is considered to be financially accountable. In 2014, it was determined that no entities met the required GASB 14 (as amended) criteria of component units.

#### B. Government-Wide and Fund Financial Statements

##### Government-Wide Financial Statements

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

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

##### Fund Financial Statements

Separate financial statements are provided for governmental funds and fiduciary funds even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

Government-Wide Financial Statements

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

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

Fund Financial Statements

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

The Town reports the following major governmental funds:

- The *general fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

D. Cash and Short-Term Investments

Cash balances from all funds, except those required to be segregated by law, are combined to form a consolidation of cash. Cash balances are invested to the extent available, and interest earnings are recognized in

the General Fund. Certain special revenue and permanent funds segregate cash, and investment earnings become a part of those funds.

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

*E. Investments*

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

Investments for the Trust Funds consist of certificates of deposit and annuity investments. Investments are carried at market value.

*F. Interfund Receivables and Payables*

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

*G. Prepays*

Prepays represent resources that have been expensed in the current period and will be utilized in the subsequent period.

*H. Long-Term Obligations*

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the governmental activities Statement of Net Position.

*I. Fund Equity*

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

Fund Balance - Generally, fund balance represents the difference between the current assets and current liabilities/deferred inflows. The

Town reserves those portions of fund balance that are legally segregated for a specific future use or which do not represent available, spendable resources and therefore, are not available for appropriation or expenditure. Unassigned fund balance indicates that portion of fund balance that is available for appropriation in future periods.

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

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

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

Net Position - Net position represents the difference between assets and liabilities/deferred inflows. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Town or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. The remaining net position is reported as unrestricted.

#### *J. Use of Estimates*

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

## **2. Departures from Generally Accepted Accounting Principles**

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

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

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

### **A. Budgetary Information**

The Town's budget is originally prepared by the Selectmen's office with the cooperation of the various department heads. The budget is then reviewed by the Budget Committee acting as an advisory board to the Selectmen. After reviewing the budget, the Selectmen's office holds a public hearing for discussion.

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

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

### **B. Budgetary Basis**

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

### **C. Budget/GAAP Reconciliation**

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

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

<u>General Fund</u>	<u>Revenues and Other Financing Sources</u>	<u>Expenditures and Other Financing Uses</u>
Revenues/Expenditures (GAAP basis)	\$ 1,170,045	\$ 1,118,315
Other financing sources/uses (GAAP basis)	<u>562</u>	<u>6,325</u>
Subtotal (GAAP Basis)	1,170,607	1,124,640
Adjust tax revenue to accrual basis	672	-
Add end-of-year appropriation carryforwards from expenditures	-	29,552
Recognize use of fund balance as funding source	35,000	-
To eliminate capital reserve activity	(249)	11,959
GAAP timing differences	<u>-</u>	<u>(2,323)</u>
Budgetary basis	<u>\$ 1,206,030</u>	<u>\$ 1,163,828</u>

#### 4. **Cash and Investments**

##### A. Custodial Credit Risk

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

Pursuant to NH Statute, “the treasurer shall ensure that prior to acceptance of any moneys for deposit or investment, including repurchase agreements, the federally insured bank shall make available at the time such deposit or investment an option to have such funds secured by collateral having a value at least equal to the amount of such funds. Such collateral shall be segregated for the exclusive benefit of the Town.” The Town does not have a deposit policy for custodial credit risk.

As of June 30, 2014, none of the Town’s bank balance of \$1,032,187 was exposed to custodial credit risk as uninsured, uncollateralized or collateral held by pledging bank’s trust department not in the Town’s name.

**B. Credit Risk**

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

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

<u>Investment Type</u>	<u>Fair Value</u>	<u>Minimum Legal Rating</u>	<u>Exempt From Disclosure</u>	<u>Rating as of Year End</u>		
				<u>Aaa</u>	<u>Aa</u>	<u>Not Rated</u>
Certificates of deposits	\$ 71,606	N/A	\$ 71,606	\$ -	\$ -	\$ -
Annuities	<u>232,040</u>	N/A	<u>232,040</u>	-	-	-
Total investments	<u>\$ 303,646</u>		<u>\$ 303,646</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**C. Concentration of Credit Risk**

The Town places no limit on the amount the Town may invest in any one issuer. Investments in any one issuer (other than U.S. Treasury securities and mutual funds) that represent 5% or more of total investments are as follows:

<u>Investment Issuer</u>	<u>Amount</u>	<u>% of Total Investments</u>
Savings Bank of Walpole	\$ 19,772	7%
TD Bank	<u>44,597</u>	15%
Total	<u>\$ 64,369</u>	

**D. Interest Rate Risk**

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Town does not have a formal policy relating to interest rate risk.

**E. Foreign Currency Risk**

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

**5. Restricted Cash**

Restricted cash represents capital reserves funds held by the trustees of trust funds as of June 30, 2014.

**6. Property Taxes Receivable**

The Town bills property taxes semiannually, in May and November. Property tax revenues are recognized in the fiscal year for which taxes have been levied to the extent that they become available, i.e., due or receivable, within the current fiscal year and collected within the current period or within 60 days of year-end.

Property taxes billed or collected in advance of the year for which they are levied, are recorded as a prepaid tax liability as they are intended to finance the subsequent year's budget.

The Government annually raises, through tax levy, an amount (overlay for abatements) for property tax abatements and interest refunds. All abatements and interest refunds are charged to overlay.

Property taxes are due on July 1 and December 1. Delinquent accounts are charged 12% interest. In April of the next year, a lien is recorded on the property at the Registry of Deeds. The Town purchases all the delinquent accounts by paying the delinquent balance, recording costs and accrued interest. The accounts that are liened by the Town will be reclassified from property taxes receivable to unredeemed tax liens receivable. After this date, delinquent accounts will be charged interest at a rate of 18%. If the unredeemed tax liens are not paid within two years and one day of the tax lien date, the property could be conveyed to the Town by deed and subsequently sold at public sale.

Taxes receivable at June 30, 2014 consist of the following:

Real Estate:	
2013	\$ 1,291
Tax Liens	<u>212,351</u>
Total	<u>\$ 213,642</u>

**Taxes Collected for Others**

The Town collects property taxes for Stoddard School District, the County of Cheshire and Granite Lake Village District. Payments to the other taxing units are normally made throughout the year. The ultimate responsibility for the collection of taxes rests with the Town.

**7. Allowance for Doubtful Accounts**

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

	<u>Governmental</u>
Property taxes	\$ 21,364

**8. Interfund Fund Receivables/Payables**

Although self-balancing funds are maintained, most transactions flow through the general fund. In order to obtain accountability for each fund, interfund receivable and payable accounts must be utilized. The following is an analysis of the June 30, 2014 balances in interfund receivable and payable accounts:

<u>Fund</u>	<u>Due From Other Funds</u>	<u>Due To Other Funds</u>
General Fund	\$ 1,783	\$ -
Special Revenue Funds	89	-
Permanent Funds	<u>-</u>	<u>1,872</u>
Total	<u>\$ 1,872</u>	<u>\$ 1,872</u>

**9. Capital Lease Obligations**

The Town is the lessee of certain equipment under a capital lease expiring in 2015. Future minimum lease payments under the capital lease consisted of the following as of June 30, 2014:

<u>Fiscal Year</u>	<u>Capital Leases Governmental Activities</u>
2015	\$ <u>36,516</u>
Total minimum lease payments	36,516
Less amounts representing interest	<u>(3,255)</u>
Present Value of Minimum Lease Payments	<u>\$ 33,261</u>

During the year ended June 30, 2014, the following changes occurred in capital lease obligations:

	Total Balance <u>7/1/13</u>	<u>Additions</u>	<u>Reductions</u>	Total Balance <u>6/30/14</u>	Less Current Portion	Equals Long-Term Portion <u>6/30/14</u>
<u>Governmental Activities</u>						
Capital lease payable	\$ <u>84,423</u>	\$ <u>-</u>	\$ <u>(51,162)</u>	\$ <u>33,261</u>	\$ <u>(33,261)</u>	\$ <u>-</u>
Totals	\$ <u>84,423</u>	\$ <u>-</u>	\$ <u>(51,162)</u>	\$ <u>33,261</u>	\$ <u>(33,261)</u>	\$ <u>-</u>

## 10. Deferred Inflows of Resources

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

The following is a summary of deferred inflow of resources balances as June 30, 2014:

	<u>Governmental Activities</u>
Unearned revenue	\$ <u>1,008,900</u>
Total	\$ <u>1,008,900</u>
	<u>Governmental Funds</u>
	<u>General Fund</u>
Unearned revenue	\$ <u>1,221,251</u>
Total	\$ <u>1,221,251</u>

## 11. Restricted Net Position

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

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

## 12. Governmental Funds - Balances

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

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

The following types of fund balances are reported at June 30, 2014:

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

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

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

Assigned - Represents amounts that are constrained by the Town's intent to use these resources for a specific purpose. This fund balance classification includes general fund encumbrances that have been established by various Town departments for the expenditure of current year budgetary financial resources upon vendor performance in the subsequent budgetary period and sale of land proceeds to be used for remaining debt payments on the Conservation land bond that funded the purchase of the property.

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

Following is a breakdown of the Town's fund balances at June 30, 2014:

	General Fund	Nonmajor Governmental Funds	Total Governmental Funds
Nonspendable			
Prepaid expenditures	\$ 64,654	\$ -	\$ 64,654
Nonexpendable permanent funds	<u>-</u>	<u>25,691</u>	<u>25,691</u>
Total Nonexpendable	64,654	25,691	90,345
Restricted			
Special revenue funds	-	13,229	13,229
Expendable permanent funds	<u>-</u>	<u>28,005</u>	<u>28,005</u>
Total Restricted	-	41,234	41,234
Committed			
Capital reserve funds	<u>83,403</u>	<u>-</u>	<u>83,403</u>
Total Committed	83,403	-	83,403
Assigned			
Encumbrances	<u>29,552</u>	<u>-</u>	<u>29,552</u>
Total Assigned	29,552	-	29,552
Unassigned			
Unassigned	<u>(68,313)</u>	<u>-</u>	<u>(68,313)</u>
Total Unassigned	<u>(68,313)</u>	<u>-</u>	<u>(68,313)</u>
Total Fund Balance	<u>\$ 109,296</u>	<u>\$ 66,925</u>	<u>\$ 176,221</u>

### 13. **General Fund Unassigned Fund Balance**

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

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

GAAP basis balance	\$ (68,313)
Unearned revenue	210,877
Allowance for doubtful accounts	(21,364)
Other GAAP differences	<u>2,323</u>
Tax Rate Setting Balance	<u>\$ 123,523</u>

**14. Commitments and Contingencies**

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

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

**15. Risk Management**

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