# FINANCIAL STATEMENTS AND INDEPENDENT ACCOUNTANT'S REVIEW REPORT DECEMBER 31, 2021

# **DECEMBER 31, 2021**

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#### INDEPENDENT ACCOUNTANT'S REVIEW REPORT

The Select Board Town of Monkton, Vermont

We have reviewed the accompanying modified cash basis financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Monkton, Vermont, as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

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

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the modified cash basis of accounting described in Note 1; this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for 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.

#### Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services issued by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with the modified cash basis of accounting described in Note 1. We believe that the results of our procedures provide a reasonable basis for our conclusion. We are required to be independent of the Town of Monkton, Vermont and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements to our review.

#### Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with the modified cash basis of accounting.

#### **Basis of Accounting**

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared in accordance with the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our conclusion is not modified with respect to this matter.

The Select Board
Town of Monkton, Vermont

#### **Supplementary Information**

The combining schedules of nonmajor governmental funds are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from, and relates directly to, the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the review procedures applied in our review of the basic financial statements. We are not aware of any material modifications that should be made to such information in order for it to be in conformity with the modified cash basis of accounting described in Note 1. We have not audited such information and do not express an opinion on it.

The schedule of budgetary comparison information is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management. We have not audited or reviewed such information and do not express an opinion, a conclusion, nor provide any assurance on it.

Pace & Hawley, LLC

Berlin, Vermont

December 6, 2022

# TOWN OF MONKTON, VERMONT Statement of Net Position - Modified Cash Basis December 31, 2021

	-	Governmental Activities
Assets		
Current assets: Cash and cash equivalents	\$	725,177
Noncurrent assets: Restricted cash and cash equivalents Capital Assets (Accumulated depreciation) Total noncurrent assets		125,457 5,010,762 (1,148,166) 3,988,053
Total Horiculterit assets		3,900,000
Total assets		4,713,230
Liabilities Current liabilities: Payroll taxes Notes and bonds payable, current portion Total current liabilities		901 123,953 124,854
Noncurrent liabilities:		
Notes and bonds payable, less current portion		1,670,459
Total liabilities		1,795,313
<b>Deferred inflows of resources</b> Property taxes received in advance		1,640
Net position  Net investment in capital assets  Restricted  Unrestricted		2,068,184 665,286 182,807
Total net position	\$	2,916,277

# TOWN OF MONKTON, VERMONT Statement of Activities - Modified Cash Basis For the Year Ended December 31, 2021

					Р	rogram Revenu	•	xpense) Revenue and inge in Net Position		
				Operating Capital						
			(	Charges for	Grants and			Grants and		Governmental
Functions/Programs	_	Expenses	_	Services	Contributions			Contributions	_	Activities
Governmental activities										
General government	\$	340,810	\$	77,150	\$	376,446	\$	27,842	\$	140,628
Highway		897,413		1,280		480,412		-		(415,721)
Library		36,647		-		21,638		-		(15,009)
Recreation		14,528		3,635		-		-		(10,893)
Appropriations		87,849		-		-		-		(87,849)
Interest on bonds and notes payable		34,687		-		-		-		(34,687)
Total governmental activities	\$	1,411,934	\$	82,065	\$	878,496	\$	27,842		(423,531)
			(	General reve	enue	S				
				Property tax	xes					1,154,382
				Interest and	d per	nalties on deling	uen	t taxes		20,039
				Interest on	•					2,204
				Miscellaneo		•				11,597
				Total	gene	eral revenues				1,188,222
			(	Change in ne	t pos	sition				764,691
			١	Net position,	begi	nning of year				2,151,586
			١	Net position,	end	of year			\$	2,916,277

# TOWN OF MONKTON, VERMONT Balance Sheet - Modified Cash Basis - Governmental Funds December 31, 2021

A4-	_	General Fund		Highway Fund		Municipal Building Fund	_	ARPA Fund	G	Nonmajor overnmenta Funds	al	Total Governmental Funds
Assets Cash and cash equivalents Due from other funds Restricted cash and	\$	472 -	\$	96,686 132,432	\$	<del>-</del> -	\$	312,378 -	\$	315,641 97,528	\$	725,177 229,960
cash equivalents						125,457						125,457
Total assets	\$	472	\$	229,118	\$	125,457	\$	312,378	\$	413,169	\$	1,080,594
Liabilities, deferred inflows of resources and fund balances Liabilities:	<b>c</b>	901	¢		ď		¢		\$		¢	001
Payroll tax withheld  Due to other funds	\$	30,485	\$	-	\$	- 199,475	\$	-	Ф	-	\$	901 229,960
Total liabilities		31,386				199,475						230,861
Deferred inflows of resources: Property taxes received in advance		1,640										1,640
Fund balances: Restricted Committed Unassigned Total fund balances		- (32,554) (32,554)		229,118 - - 229,118		- - (74,018) (74,018)		312,378 - - 312,378		123,790 289,379 - 413,169		665,286 289,379 (106,572) 848,093
Total liabilities, deferred inflows of resources and fund balances	\$	472	\$	229,118	\$		\$	312,378	\$		\$	1,080,594

# Reconciliation of the Balance Sheet - Modified Cash Basis - Governmental Funds to the Government-wide Statement of Net Position - Modified Cash Basis December 31, 2021

Total fund balances - governmental funds

\$ 848,093

Amounts reported for governmental activities in the government-wide statement of net position are different because:

Capital assets used in governmental funds are not current financial resources and therefore are not reported in the government funds balance sheet:

Capital assets	5,010,762
Accumulated depreciation	(1.148.166)

Long-term liabilities, including notes and bonds payable, are not due and payable in the current year and therefore are not reported in the governmental funds balance sheet

(1,794,412)

Net position - governmental activities

\$ 2,916,277

# Statement of Revenues, Expenditures and Changes in Fund Balances Modified Cash Basis - Governmental Funds For the Year Ended December 31, 2021

(Page 1 of 2)

	_	General Fund	_	Highway Fund		Municipal Building Fund	. <u>-</u>	ARPA Fund	Nonmajor Governmenta Funds		Govern	otal nmental nds
Revenues	•	000 474		700 044	•		•			07.507.4		= 4 000
Property taxes	\$	360,471	\$	706,314	\$	-	\$	-	\$	87,597 \$	1,1	54,382
Penalties and interest on												
delinquent taxes		20,039		-		-		-		-		20,039
Intergovernmental		54,209		480,411		20,782		312,378		28,639		96,419
Licenses, permits and fines		17,276		1,280		-		-		-		18,556
Charges for services		48,323		-		-		-		3,635		51,958
Interest on cash deposits		2,146		-		1		-		57		2,204
Donations		400		-		7,060		-		14,010		21,470
Miscellaneous		754		10,823			_			20		11,597
Total revenues		503,618		1,198,828		27,843	_	312,378		133,958	2,1	76,625
Expenditures												
Current:												
General government		288,573		-		101		-		1,131	2	89,805
Highways, streets and bridges		_		808,952		-		-		_	8	08,952
Library		_		· <u>-</u>		-		_		35,991		35,991
Recreation		_		_		-		_		13,900		13,900
Appropriations		87,849		_		-		-		· <u>-</u>		87,849
Capital outlay		· -		46,805		1,178,611		_		118,485	1,3	43,901
Debt service - principal		100,600		43,164		636,903		_		´ <u>-</u>		80,667
Debt service - interest		31,919		2,768		, -		-		_		34,687
Total expenditures		508,941		901,689		1,815,615	-	_		169,507		95,752
Excess of revenues							_				-	
or (expenditures)		(5,323)		297,139		(1,787,772)		312,378		(35,549)	(1,2	19,127)
Continued		<u></u>					_					

# Statement of Revenues, Expenditures and Changes in Fund Balances Modified Cash Basis - Governmental Funds For the Year Ended December 31, 2021

(Page 2 of 2)

	General	Highway	Municipal Building	ARPA	Nonmajor Governmental	Total Governmental
Continued	Fund	Fund	Fund	Fund	Funds	Funds
Other financing sources (uses)						
Proceeds from notes payable	-	-	-	-	118,000	118,000
Transfers in (out)	(8,676)		8,676			
Total other financing						-
sources (uses)	(8,676)		8,676		118,000	118,000
Net change in fund balances	(13,999)	297,139	(1,779,096)	312,378	82,451	(1,101,127)
Fund balances, beginning of year	(18,555)	(68,021)	1,705,078		330,718	1,949,220
Fund balances, end of year	\$ (32,554) \$	229,118 \$	(74,018) \$	312,378	\$ 413,169 \$	848,093

# Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances - Modified Cash Basis Governmental Funds to the Government-wide Statement of Activities - Modified Cash Basis For the Year Ended December 31, 2021

Net change in fund balances - governmental funds (1,101,127)Amounts reported for governmental activities in the government-wide statement of activities are different because: Governmental funds report capital outlays as expenditures however, in the statement of activities, the cost of these assets is depreciated over their estimated useful lives: Capital outlay 1,343,901 Current year depreciation (140,750)Bond and note proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net position. Repayment of bond and note principal is an expenditure in the governmental funds but the repayment reduces long-term liabilities in the statement of net position: Proceeds from note payable (118,000)Repayment of bond and notes payable 780,667

764,691

Change in net position - governmental activities

# TOWN OF MONKTON, VERMONT Statement of Fiduciary Net Position Modified Cash Basis - Fiduciary Fund December 31, 2021

	Custodial Fund
Assets Cash and cash equivalents	\$ 14,088
<b>Liabilities</b> Due to other governments	14,088
Net position	\$ 

# TOWN OF MONKTON, VERMONT Statement of Changes in Fiduciary Net Position Modified Cash Basis - Fiduciary Fund December 31, 2021

	_	Custodial Fund
Additions Statewide education taxes collected for other governments	\$	3,660,994
<b>Deductions</b> Statewide education taxes paid to other governments		3,660,994
Change in net position		-
Net position, beginning of year		
Net position, end of year	\$	_

#### 1. Summary of significant accounting policies

The Town of Monkton, Vermont (herein the "Town") operates under a Select Board form of government and provides the following services: highways and streets, health and social services, community/economic development, recreation, public improvements, planning and zoning and administrative services.

As discussed further in Note 1.C., these financial statements are presented on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America ("GAAP") established by the Governmental Accounting Standards Board ("GASB"). These modified cash basis financial statements generally meet the presentation and disclosure requirements applicable to GAAP, in substance, but are limited to the elements presented in the financial statements and the constraints of the measurement and recognition criteria of the modified cash basis of accounting.

A. <u>Financial reporting entity</u> - The Town is a primary unit of government under reporting criteria established by the GASB. In evaluating how to define the government for financial reporting purposes, management has considered all potential component units and evaluated them against the criteria established by the GASB. Based on these criteria, there are no other entities that are considered to be component units of the Town that should be included in these financial statements.

#### B. Basis of presentation

Fund accounting: The accounts of the Town are organized on the basis of funds. A fund is a separate accounting entity with a self-balancing set of accounts which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

Government-wide statements: The statement of net position and the statement of activities present financial information about the Town's governmental activities. These statements include the financial activities of the overall government in its entirety, except those that are fiduciary. The effect of interfund activity has been removed from these statements.

Fund financial statements: Fund financial statements are presented according to each fund category; governmental and fiduciary. Separate financial statements are provided for each of these categories. Major governmental funds are reported as separate columns in the fund financial statements. Non-major governmental funds are reported aggregate as a single column in the fund financial statements.

The Town reports the following major governmental funds:

General Fund - The General Fund is used to account for the primary activity of the Town. Revenues and other sources of revenue used to finance the fundamental operations of the Town are included in this fund. This fund is charged with all costs of operating the government for which a separate fund has not been established.

Highway Fund - The Highway Fund is used to account for activities related to the highway department.

Municipal Building Fund - The Municipal Building Fund accounts for resources and activity associated with the construction of the new Town Hall.

ARPA Fund - The ARPA fund is used to account for activities associated with COVID-19 assistance received as part of the American Rescue Plan Act.

#### 1. Summary of significant accounting policies (continued)

The Town also reports fiduciary activities in a custodial fund used to report statewide education property taxes collected on behalf of the State of Vermont and paid to other governments.

C. <u>Measurement focus and basis of accounting</u> - The accounting and financial reporting treatment applied to a fund is determined by its measurement focus and basis of accounting. Measurement focus refers to what items are reported on the financial statements. Basis of accounting refers to when cash receipts and cash disbursements are recognized in the accounts and reported in the financial statements. Basis of accounting refers to the timing of measurement made, regardless of the measurement focus applied.

<u>Measurement focus</u>: The government-wide financial statements and fiduciary fund financial statements are reported using the economic resources measurement focus, within the limitations of the modified cash basis of accounting. The accounting objectives of this measurement focus are the determination of changes in net position and net financial position. All assets, deferred outflows, liabilities, deferred inflows associated with their activities are generally reported within the limitations of the modified cash basis of accounting.

Governmental fund financial statements are reported using the current financial resources measurement focus within the limitations of the modified cash basis of accounting. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources for a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

Basis of accounting: The financial statements are presented on a modified cash basis of accounting, which is a basis of accounting other than GAAP as established by the GASB. This basis of accounting involves modifications to the cash basis of accounting to report in the statements of net position, or balance sheets, cash transactions or events that provide a benefit or result in an obligation that covers a period greater than the period in which the cash transaction or event occurred. Such reported balances include amounts due to the State of Vermont or local school district, payroll withholdings, property taxes received in advance and amounts outstanding on its lines of credit, interfund receivables and payables. Capital assets and long-term debt arising from cash and cash equivalent transactions are reported on the statement of net position.

This modified cash basis of accounting differs from GAAP primarily because certain assets and their related revenues and certain liabilities and their related expenses or expenditures are not recorded in these financial statements. In addition, other economic assets, deferred outflows, liabilities, and deferred inflows that do not arise from a cash transaction or event are not reported, and the measurement of reported assets and liabilities does not involve adjustment to fair value.

If the Town utilized the basis of accounting recognized as generally accepted in the United States, the fund financial statements for governmental funds would use the modified accrual basis of accounting. All government-wide and fiduciary fund financial statements would be presented on the accrual basis of accounting.

D. <u>Governmental fund equity</u> - In the fund financial statements, governmental fund balance is presented in five possible categories:

Nonspendable - Resources which cannot be spent because they are either a) not in spendable form; or b) legally or contractually required to be maintained intact.

Restricted - Resources with constraints placed on the use of resources are either a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or b) imposed by law through constitutional provisions or enabling legislation.

#### 1. Summary of significant accounting policies (continued)

Committed - Resources which are subject to limitations the government imposes upon itself at its highest level of decision making, and that remain binding unless removed in the same manner. For the purposes of defining the committed fund balance category, the Town considers the taxpayers, through voted Town Articles, its highest level of decision-making authority.

Assigned - Resources neither restricted nor committed for which a government has a stated intended use as established by the Select Board, or a body or official to which the Select Board has delegated the authority, to assign amounts for specific purposes.

Unassigned - Resources which cannot be properly classified in one of the other four categories. The General Fund is the only fund that reports a positive unassigned fund balance amount. Unassigned balances also include any negative residual balance resulting from expenditures exceeding amounts restricted, committed, or assigned for a specific purpose.

For the classification of governmental fund balances, the Town does not have a formal policy regarding which classification should be reduced first when more than one classification is available. However, the Town has generally considered an expenditure to be made from the most restrictive first when more than one classification is available.

For the classification of net position, the Town does not have a formal policy regarding which classification should be reduced first when more than one classification is available. However, the Town has generally considered an expense to be made from the most restrictive first when more than one classification is available.

E. <u>Budgetary accounting</u> - The Town uses the following procedure in establishing the General Fund and Highway Fund budgets presented in the financial statements:

Budgets are approved at the annual Town Meeting. Any budget changes require voter approval. There were no budget amendments during the year.

- F. <u>Estimates</u> The preparation of the financial statements require 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, expenditures, or expenses, during the reported period. Actual results could differ from those estimates.
- G. <u>Cash and cash equivalents</u>- Cash and cash equivalents consists of deposit accounts held at financial institutions and short-term investments with an original maturity of three months or less. The Town pools cash of multiple funds to enhance operating efficiency and physical custody and controls. Each fund's share of its pooled cash is included in cash and cash equivalents.
- H. <u>Capital assets</u> Capital assets, which include land, infrastructure, buildings, furniture, and equipment, are defined by the Town as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. Capital assets are reported in the government-wide financial statements and depreciated in order for their costs to be charged as expenses over their estimated useful lives. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed.

Major outlays for capital assets and improvements are capitalized as projects are constructed. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Capital assets of the Town are depreciated using the straight-line method over the following useful lives:

#### 1. Summary of significant accounting policies (continued)

Infrastructure50 yearsBuildings and improvements50 yearsEquipment15 years

- Interfund balances and transfers Interfund receivables and payables represent transactions incurred
  within the fund for other funds. These accounts are expected to be eliminated in the normal course of
  operations. Interfund transfers represent flows of cash or goods from one fund to another without a
  requirement for repayment.
- J. <u>Statewide education property taxes</u> The Town serves as an agent for the State of Vermont. As required by State statute, the Town bills, collects and remits statewide education property taxes. The Town does not consider the statewide education property taxes Town revenue and, accordingly, activity related to statewide education property taxes is considered a custodial fiduciary activity.
- K. <u>Deferred outflows/inflows of resources</u> In addition to assets and liabilities, deferred outflows of resources and deferred inflows of resources, if applicable, are reported as separate sections on the statement of net position and balance sheet. Deferred outflows of resources represent a consumption of net assets that is applicable to a future reporting period. Deferred inflows of resources represent the current acquisition of net assets that is applicable to a future reporting period.

#### 2. Cash and cash equivalents

As of December 31, 2021, the Town reported cash of \$864,722 including \$125,457 in cash restricted for the construction of the new Town office and library.

<u>Custodial credit risk</u> – Custodial credit risk is the risk that, in the event of a bank failure, the Town's deposits might not be recovered. The Town does not have a deposit policy for custodial credit risk. As of December 31, 2021, the Town's bank balance was \$1,070,115. Of this amount, \$375,457 was insured by the FDIC. \$694,186 was collateralized with securities held by the pledging bank's trust department but not in the Town's name and \$472 was uninsured and uncollateralized.

#### 3. Reserve funds

Through various taxpayer approved Articles, voters have established "reserve funds", as defined by 24 V.S.A. § 2804, in order to set aside money for specific purposes. The Town has pooled this money into its general operating account for the purposes of coordinating cash flow needs. The Town has not established a formal borrowing agreement or terms for repayment.

#### 4. 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 injuries to employees. The Town maintains commercial insurance coverage covering each of those risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Town.

#### 5. Property taxes

Property taxes become an enforceable lien upon Town of Monkton property holders as of April 1st of each year. Property taxes were payable in one installment due November 15, 2021. Taxes not paid by the due date, were deemed delinquent, and were assessed penalties and interest. For the year ended December 31, 2021, the assessed property tax rates were as follows:

	No	<u>nresidential</u>		Residential
Education	\$	1.7317	\$	1.7482
Municipal		0.1659		0.1659
Highway		0.2724		0.2724
Total tax rate per \$100	φ	0.4700	Φ	0.4005
of assessed valuation	Э	<u>2.1700</u>	\$	<u>2.1865</u>

The Town serves as agent for the State of Vermont for the purpose of collecting and distributing statewide education property taxes for those taxpayers residing in the Town of Monkton. As instructed by the State of Vermont, the Town billed and collected \$3,660,994 for education property taxes during the year ended December 31, 2021, for the state's fiscal year ending June 30, 2022.

#### 6. Capital assets

Changes in capital assets consisted of the following:

	Balance			Balance
	January 1,			December 31,
	2021	<u>Increase</u>	<u>Decrease</u>	2021
Governmental activities				
Capital assets, not depreciated:				
Land	\$ 287,312	\$ -	\$ -	\$ 287,312
Construction in process	723,178	30,520	723,178	30,520
	1,010,490	30,520	723,178	317,832
Capital assets, depreciated:				
Infrastructure	713,849	-	-	713,849
Buildings & improvements	694,766	1,838,303	-	2,533,069
Equipment, machinery and vehicles	1,282,756	198,256	35,000	1,446,012
	2,691,371	2,036,559	35,000	4,692,930
Less accumulated depreciation for:				
Infrastructure	61,551	14,277	-	75,828
Buildings & improvements	338,778	49,739	-	388,517
Equipment, machinery and vehicles	642,087	76,734	35,000	683,821
	1,042,416	140,750	35,000	1,148,166
Total capital assets depreciated, net	1,648,955	1,895,809		3,544,764
Capital assets, net, governmental activities	\$ 2,659,445	\$ 1,926,329	\$ 723,178	\$ 3,862,596

Depreciation expense in the governmental activities totaling \$140,750 was allocated to the following functions: general government \$51,005, highway \$88,461, library \$656, and recreation \$628.

#### 7. Short-term debt

The Town bills and collects property tax revenues towards the very end (mid-November) of each calendar year and therefore pays employees and vendors from monies collected in the prior year and other financial sources. During 2021, the Town anticipated securing a tax anticipation note prior to November 15<sup>th</sup>. Through diligent fiscal management, understanding vendors, and borrowing against applicable fund reserves, no short-term tax anticipation note was required.

#### 8. Long-term liabilities

The following is a summary of general obligation bonds and notes payable as of December 31, 2021:

General obligation bond payable, Town Office and library construction annual interest rate of 1.98% paid semi-annually.

Principal of \$85,000 due November 1st of each year until 2040. \$ 1,615,000

National Bank of Middlebury, 2021 Massey Ferguson tractor note payable interest at 1.90%. Annual principal reduction payment of \$23,600, through June 29, 2026. Total borrowed was \$118,000. 118,000

Community Bank, 2020 Mack dump truck note payable interest at 2.75%. Annual principal reduction payment of \$15,353 through April 28, 2025. Total borrowed was \$76,765. 61,412

Changes in general obligation bonds and notes payable for the year ended December 31, 2021, were as follows:

	Balance			Balance	Due
	January 1,			December 31,	Within
	2021	<u>Additions</u>	Retirements	2021	One Year
Governmental activities:					
General obligation bonds	\$ 1,700,000	\$ -	\$ 85,000	\$ 1,615,000 \$	85,000
Notes from direct borrowings	757,079	118,000	695,667	179,412	38,953
	\$ 2,457,079	\$ 118,000	\$ 780,667	\$ 1,794,412 \$	123,953

Annual maturities of long-term debt as of December 31, 2021, were as follows:

	General Obligation Bonds				otes from D	Borrowings			
	<u>Principal</u>	<u>Principal</u> <u>Interest</u>			<u>Principal</u>		<u>Interest</u>		
Year ending									
December 31,									
2022	\$ 85,000	\$	26,802	\$	38,953	\$	3,931		
2023	85,000		26,418		38,953		3,060		
2024	85,000		26,010		38,953		2,190		
2025	85,000		25,560		38,953		1,319		
2026	85,000		25,008		23,600		448		
2027-2031	425,000		110,048		-		-		
2032-2036	425,000		66,702		-		-		
2037-2040	340,000		19,658						
	\$ 1,615,000	\$	326,206	\$	179,412	\$	10,948		

#### 9. Retirement plan

<u>Vermont Municipal Employees' Retirement System</u> - The Vermont Municipal Employees' Retirement System (VMERS) is a cost-sharing, multiple-employer defined benefit pension plan that is administered by the Vermont State Treasurer and its Board of Trustees. The plan was established effective July 1, 1975. The State statutory provisions, found in Title 24, V.S.A. Chapter 125, govern eligibility for benefits, service requirements, contribution requirements and benefit provisions. 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. All assets are held in a single trust and are available to pay retirement benefits to all members. VMERS does not issue stand-alone financial reports, but instead are included as part of the State of Vermont's Comprehensive Annual Financial Report (CAFR). The CAFR can be viewed on the State of Vermont's Department of Finance and Management's website.

Employees meeting certain eligibility requirements are covered under the VMERS defined benefit plan. Town employees participating in this plan (Group B) are required to contribute 5.625% of gross wages and the Town contributes 6.250% of the employees' gross wages to the plan. Town's contributions to VMERS for the years ended December 31, 2021, 2020 and 2019 were \$12,242, \$12,115, and \$12,037, respectively.

Because of the use of the modified cash basis of accounting the Town's proportionate share of the VMERS's net pension liability is not reported in the Town's financial statements as a liability. Pension expense or expenditures are only reported when contributions are paid by the Town to VMERS.

#### 10. Addison County Solid Waste Management District

The Town is a participating member in the Addison County Solid Waste Management District (the District); which is a union municipal district that exists to cooperatively and comprehensively address the solid waste management interest of its 20-member towns. The District is governed by a Board of Supervisors composed of one representative from each of the participating municipalities. The District has primary liability for its future obligations, including operating costs and debt service. Municipalities have contingent liability through membership in the District. Financial information concerning the District can be found on their website at www.addisoncountyrecycles.org or by contacting the District office at 802-388-2333.

#### 11. Contingencies

The Town receives significant financial assistance from the State of Vermont through grants and other forms of state aid. Entitlement to these resources is generally based on compliance with terms and conditions of grant agreements and applicable state regulations, including the expenditure of the resources for eligible purposes. These funds are subject to audit by the granting authority in order to ensure compliance. Any disallowance as a result of these audits becomes a liability of the Town. Management believes that there are no significant contingent liabilities relating to compliance with grant agreements and applicable state regulations.

#### 12. Tax stabilization agreement

On March 4, 2017, the voters of the Town approved a \$60,000 tax stabilization fund. The voters did not identify specific requirements for additions to the stabilization amount or conditions under which stabilization amounts may be spent. As of December 31, 2021, \$30,000 remained in the stabilization fund and was reported in the unassigned general fund balance.

#### 13. Interfund balances

Interfund receivable and payable balances as of December 31, 2021, were as follows:

	Interfund		Interfund
	Receivables	<u>Payables</u>	
Governmental activities:			
General Fund	\$ -	\$	30,485
Highway Fund	132,432		-
Municipal Building Fund	-		199,475
Nonmajor governmental funds	97,528		
	\$ 229,960	\$	229,960

The interfund payable from the General Fund and the Municipal Building Fund to the Highway Fund, and nonmajor governmental funds, were the result of pooled cash in a common bank account.

#### 14. Fund balance deficit

As of December 31, 2021, the General Fund had an unassigned deficit balance of \$32,554. This deficit is anticipated to be eliminated through revenues exceeding expenditures in future years.

As of December 31, 2021, the Municipal Building Fund had an unassigned deficit balance of \$74,018. This deficit is anticipated to be eliminated through the sale of the old Town Hall or through billed property taxes.

#### 15. Governmental activities net position

As of December 31, 2021, governmental activities restricted net position consisted of the following:

Restricted	
Highway	\$ 229,118
COVID-19 assistance	312,378
Reappraisal	79,977
PVR Education	678
Wildlife crossing	2,467
Record restoration	20,520
Capital projects - Library	20,148
	\$ 665,286

## 16. Governmental fund equity

As of December 31, 2021, governmental fund balances consisted of the following:

					Municipal				Nonmajor		Total
		General		Highway	Building		ARPA	G	overnment	al	Governmental
Fund balances:	_	Fund	_	Fund	Fund	_	Fund	_	Funds		Funds
Restricted											
Highway	\$	-	\$	229,118	\$ -	\$	-	\$	-	\$	229,118
COVID-19 assistance		-		-	-		312,378		-		312,378
Reappraisal		-		-	-		-		79,977		79,977
Town office construction		-		-	-		-		-		-
PVR Education		-		-	-		-		678		678
Wildlife crossing		-		-	-		-		2,467		2,467
Record restoration		-		-	-		-		20,520		20,520
Capital projects - Library									20,148		20,148
				229,118			312,378		123,790		665,286
Committed											
Capital projects		-		-	-		-		97,528		97,528
Land conservation		-		-	-		-		122,609		122,609
Library		-		-	-		-		47,341		47,341
Recreation									21,901		21,901
									289,379		289,379
Unassigned		(32,554)			(74,018)						(106,572)
Total fund balances	\$	(32,554)	\$	229,118	\$ (74,018)	\$	312,378	\$	413,169	\$	848,093

# Schedule of Revenues, Expenditures - Modified Cash Basis Budget and Actual - General Fund

# For the Year Ended December 31, 2021

(Page 1 of 3)

		Original		Amandad		Actual		Variance
		Original Budget		Amended Budget		Budgetary Basis		Favorable Infavorable)
Revenues	_	Duuget	-	Duaget	-	Dasis	<u>/c</u>	illavorable)
Property taxes	\$	422,569	\$	422,569	\$	360,471	\$	(62,098)
Penalties and interest on delinquent taxes	Ψ	13,000	Ψ	13,000	Ψ	20,039	Ψ	7,039
Intergovernmental		85,304		85,304		54,209		(31,095)
Licenses, permits and fines		19,640		19,640		17,276		(2,364)
Charges for services		33,120		33,120		48,323		15,203
Interest on cash deposits		1,500		1,500		2,146		646
Miscellaneous		1,500		1,500		2,140 1,154		1,154
Total revenues		575,133		575,133		503,618	_	(71,515)
Expenditures		373,133		373,133		303,010	-	(11,010)
General government payroll: Town Clerk		36,000		36,000		35,808		192
Assistant Town Clerk		12,000		12,000		5,730		
Treasurer		35,000				35,000		6,270
Assistant Treasurer		7,725		35,000				(264)
Delinquent Tax Collector		3,500		7,725 3,500		7,989		(264)
Webmaster		300		300		3,500 300		-
Select Board		7,700		7,700		6,910		- 790
Select Board Select Board administrative		1,200		1,200		215		985
Auditors		6,000		6,000		1,328		4,672
BCA - Election Officials		700		700		1,326		4,672 509
Custodian		4,500		4,500		3,196		1,304
Constable		250		250		250		1,304
Fire Warden		250		250		250		_
Health Officer		600		600		600		_
Animal Control Officer		1,500		1,500		-		1,500
Recycling Coordinator		250		250		250		1,500
FICA		12,000		12,000		18,119		(6,119)
Appraisal		12,000		12,000		11,404		596
Zoning Administrator		10,000		10,000		7,621		2,379
DRB - board members		500		500		7,021		500
DRB - clerical		500		500		_		500
DRB - recording secretary		500		500		_		500
Planning Commission - board members		1,540		1,540		990		550
Planning Commission - clerical		200		200		-		200
Total general government payroll		154,715		154,715		139,651	-	15,064
Town Office:		104,710		104,710		100,001	_	10,004
Copier rental		2,400		2,400		2,500		(100)
Office and general supplies		3,500		3,500		3,535		(35)
Postage		3,000		3,000		3,344		(344)
Equipment and furniture		700		700		675		25
Computer equipment and software		6,500		6,500		1,932		4,568
Computer equipment and software  Computer contract service		11,600		11,600		13,426		(1,826)
Conferences and training		700		700		244		(1,826) 456
Mileage reimbursement		300		300		395		(95)
continued		300		300		393		(90)

See independent accountant's review report.

# Schedule of Revenues, Expenditures - Modified Cash Basis Budget and Actual - General Fund

# For the Year Ended December 31, 2021

(Page 2 of 3)

			Actual	Variance
	Original	Amended	Budgetary	Favorable
continued	Budget	Budget	Basis	(Unfavorable)
Telephone	2,500	2,500	3,010	(510)
Heat	2,500	2,500	2,475	25 (4.880)
Electricity Total Town Office	2,500 36,200	2,500 36,200	4,380 35,916	<u>(1,880)</u> 284
	30,200	30,200	33,310	
General expenditures: Sheriff department	29,000	29,000	25,748	3,252
Insurance - worker's compensation	16,000	16,000	3,776	12,224
Insurance - property and liability	6,000	6,000	6,990	(990)
Appraisal	600	600	1,105	(505)
PVR Education	300	300	1,103	300
Printing and advertising	6,500	6,500	7,322	(822)
Property maintenance and upgrade	500	500	1,010	(510)
Consultant fees	4,000	4,000	5,693	(1,693)
Association dues and fees	5,225	5,225	4,940	285
Legal fees	6,000	6,000	2,784	3,216
BCA - election	1,000	1,000	1,151	(151)
Recycling	15,000	15,000	13,176	1,824
Animal expense	2,500	2,500	1,946	554
State fees - marriage licenses	700	700	50	650
Park-n-ride	330	330	304	26
Town Hall Committee	-	-	8,414	(8,414)
Cemetery maintenance	5,000	5,000	4,000	1,000
County taxes	13,140	13,140	13,653	(513)
Tax maps	4,770	4,770	4,750	20
Debt payments - interest	13,000	13,000	40,594	(27,594)
Debt payments - principal	100,600	100,600	100,600	-
Miscellaneous	· -	-	400	(400)
Total general expenditures	230,165	230,165	248,406	(18,241)
Development Review Board:				
Supplies and postage	200	200	49	151
Advertising	500	500	143	357
Conferences and training	100	100	-	100
Legal fees	500	500		500
Total Development Review Board	1,300	1,300	192	1,108
Planning Commission:				
Supplies and postage	600	600	-	600
Printing	200	200	32	168
Advertising	800	800	969	(169)
Mileage reimbursement	300	300	-	300
Consultants	1,000	1,000	1,500	(500)
Addison County Regional Planning Commission	2,800	2,800	2,746	54
Total Planning Commission	5,700	5,700	5,247	453
continued				

# Schedule of Revenues, Expenditures - Modified Cash Basis Budget and Actual - General Fund For the Year Ended December 31, 2021

# (Page 3 of 3)

		Original		Amended		Actual Budgetary		Variance Favorable
continued	_	Budget	_	Budget	_	Basis	(	Unfavorable)
Conservation Commission								
Supplies and postage		100		100		356		(256)
Consultants		100		100		-		100
Total Conservation Commission		200		200		356		(156)
Energy Committee								
Supplies and postage		50		50		-		50
Mileage reimbursement		80		80		-		80
Miscellaneous		100		100				100
Total Energy Committee		230		230		-		230
Appropriations:								
Addison Cty Community Action		1,250		1,250		1,250		-
Addison Cty Counseling Services, Inc.		1,600		1,600		1,600		-
Addison Cty Home Health & Hospice		1,946		1,946		1,946		-
Addison Cty Parent / Child		1,600		1,600		1,600		-
Bristol Recreation Department		2,000		2,000		2,000		-
Bristol Rescue Squad		7,500		7,500		7,500		-
Agewell		1,100		1,100		1,100		-
Hospice Volunteer Service		300		300		300		-
Lewis Creek Association		550		550		550		-
Open Door Clinic		500		500		500		-
Otter Creek Natural Resources CD		198		198		198		-
Retired & Senior Volunteer Program		460		460		460		-
Vergennes Rescue Squad		600		600		600		-
Vermont Adult Learning		700		700		700		-
Women Safe		1,250		1,250		1,250		-
Vermont Center for Independent Living		195		195		195		-
Addison Cty Transit Resources		850		850		850		-
Bristol Family Center		250		250		250		-
Green Up Vermont		150		150		150		-
John W Graham Emergency Shelter		1,000		1,000		1,000		-
Homeward Bound		250		250		250		-
Addison Cty Court Diversion		550		550		550		-
Addison Cty Readers, Inc.		450		450		450		-
Rural Fire Protection Program		100		100		100		-
Monkton Mentors		500		500		500		-
American Red Cross		500		500		500		-
Hinesburg Community Resource Center		500		500		500		-
Monkton Volunteer Fire Department, Inc.		60,000		60,000		60,000		-
Monkton Museum Historical Society		1,000		1,000		1,000		
Total appropriations		87,849		87,849		87,849		
Total expenditures		516,359		516,359		517,617		(1,258)
Net change in fund balances	\$	58,774	\$	58,774	\$	(13,999)	\$	(72,773)

See independent accountant's review report.

# Schedule of Revenues, Expenditures - Modified Cash Basis Budget and Actual - Highway Fund For the Year Ended December 31, 2021

(Page 1 of 2)

						Actual		Variance
		Original		Amended		Budgetary		Favorable
	_	Budget	-	Budget	-	Basis	<u>(U</u>	nfavorable)
Revenues								
Property taxes	\$	706,314	\$	706,314	\$	706,314	\$	-
Intergovernmental		554,436		554,436		480,411		(74,025)
Licenses, permits and fines		1,300		1,300		1,280		(20)
Miscellaneous		200		200		10,823	_	10,623
Total revenues		1,262,250		1,262,250		1,198,828	_	(63,422)
Expenditures								
Highway payroll:								
Regular employees		211,000		211,000		200,063		10,937
Part-time employees		4,000		4,000		-		4,000
FICA		16,142		16,142		6,479		9,663
VMERS retirement contribution		12,500		12,500		12,242		258
Health insurance		43,455		43,455		50,594		(7,139)
Dental insurance		2,900		2,900		932		1,968
Short-term disability insurance		200		200		291		(91)
Unemployment insurance		400		400		1,229		(829)
Life insurance		100		100		93		7
HRA reimbursements		-		-		1,057		(1,057)
HRA fees						326	_	(326)
Total highway payroll		290,697		290,697		273,306	_	17,391
Highway garage:								
Equipment, tools and supplies		15,000		15,000		10,814		4,186
Telephone		2,100		2,100		1,771		329
Heat		5,200		5,200		4,294		906
Electricity		2,600		2,600		2,461		139
Trash removal		2,500		2,500		2,430		70
Capital equipment		14,000		14,000		16,285		(2,285)
Property maintenance and upgrade		15,000		15,000		9,157	_	5,843
Total highway garage		56,400		56,400		47,212	_	9,188
Highway general:								
Insurance - property and liability		13,000		13,000		3,185		9,815
Grease and oil		5,500		5,500		4,836		664
Equipment fuel		44,000		44,000		38,626		5,374
Parts		20,000		20,000		19,293		707
Tires		10,000		10,000		5,223		4,777
Equipment repairs		45,000		45,000		30,002		14,998
Blades		8,000		8,000		5,733		2,267
Oxygen and acetylene		1,500		1,500		968		532
Debt service - interest		4,374		4,374		2,768		1,606
Debt service - principal		100,059		100,059		43,164		56,895
Miscellaneous		2,000		2,000		3,877	_	(1,877)
Total highway general		253,433		253,433		157,675	_	95,758
Highway road maintenance:								
Rental equipment		4,000		4,000		1,445		2,555
continued								
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See independent accountant's review report.

# Schedule of Revenues, Expenditures - Modified Cash Basis Budget and Actual - Highway Fund For the Year Ended December 31, 2021

(Page 2 of 2)

			Actual	Variance
	Original	Amended	Budgetary	Favorable
	Budget	Budget	Basis	(Unfavorable)
continued				<u></u>
Gravel	14,000	14,000	10,192	3,808
Salt	60,000	60,000	49,662	10,338
Winter sand	38,000	38,000	17,388	20,612
Chloride	30,000	30,000	19,304	10,696
Hot mix	115,500	115,500	228,918	(113,418)
Cold patch	1,500	1,500	555	945
Culverts	10,000	10,000	12,065	(2,065)
Signs, painting	4,500	4,500	3,977	523
911 signs	200	200	81	119
Erosion stone	3,500	3,500	5,541	(2,041)
Gravel - roads upgrade	82,500	82,500	54,091	28,409
Highway upgrade and paving	10,000	10,000	1,335	8,665
Contract services	220,000	220,000	18,942	201,058
Total highway road maintenance	593,700	593,700	423,496	170,204
Total expenditures	1,194,230	1,194,230	901,689	292,541
Net change in fund balances	\$ 68,020	\$ 68,020	\$ 297,139	\$ 229,119

# Combining Balance Sheet - Modified Cash Basis Nonmajor Governmental Funds December 31, 2021

(Page 1 of 2)

Special	Revenue	Funds

					- J	CUI	ai i vevenue i	un	us			
	Recreation Fund	. <u>-</u>	PVR Education Fund	. <u>-</u>	Wildlife Crossing Fund		Russell Memorial Library Fund	_	Record Restoration Fund	Reappraisal Fund	N	riculture and latural Area conservation Fund
Assets												
Cash	\$ 21,901	\$	678	\$	2,467	\$	47,341	\$	20,520	\$ 79,977	\$	122,609
Due from other funds												
Total assets	\$ 21,901	\$	678		2,467	\$	47,341	\$	20,520	\$ 79,977	\$	122,609
Liabilities and fund balances Liabilities:	\$ <u>-</u> _	\$	<del>-</del> _	\$		\$		\$	<u>-</u> _	\$ <u>-</u> _	\$	
Fund balances:												
Restricted	-		678		2,467		-		20,520	79,977		-
Committed	21,901						47,341					122,609
Total fund balances	21,901		678		2,467		47,341		20,520	79,977		122,609
Total liabilities and												
fund balances	\$ 21,901	\$	678	\$	2,467	\$	47,341	\$	20,520	\$ 79,977	\$	122,609

# Combining Balance Sheet - Modified Cash Basis Nonmajor Governmental Funds December 31, 2021

(Page 2 of 2)

	_	Capital P	ct Funds	_					
				Russell					
		Highway		Memorial		Total			
		Capital		Library		Nonmajor			
		Project		Capital		Governmental			
		Fund		Fund		Funds			
Assets	_		_						
Cash	\$	-	\$	20,148	\$	315,641			
Due from other funds		97,528		-		97,528			
Total assets	\$	97,528	\$	20,148	\$	413,169			
Liabilities and fund balances									
Liabilities:	\$		\$		\$				
Fund balances:									
Restricted		_		20,148		123,790			
Committed		97,528		-		289,379			
Total fund balances		97,528		20,148		413,169			
Total liabilities and									
fund balances	\$	97,528	\$	20,148	\$	413,169			

# Combining Schedule of Revenues,

# Expenditures and Changes in Fund Balances Modified Cash Basis - Nonmajor Governmental Funds For the Year Ended December 31, 2021

(Page 1 of 2)

Special Revenue Funds

Revenues		Recreation Fund	_	PVR Education Fund	-	Wildlife Crossing Fund		Russell Memorial Library Fund		Record Restoration Fund	-	Reappraisal Fund	Ň	iculture and atural Area onservation Fund
Property taxes	\$	7,500	Ф		\$		Φ	35,097	Ф	_	\$		\$	15,000
Intergovernmental	Ψ	7,500	Ψ	_	Ψ	_	Ψ	8,698	Ψ	11,552	Ψ	8,389	ψ	13,000
Charges for services		3,635		_		_		-		-		-		_
Interest on cash deposits		7		_		_		8		_		_		35
Donations		1,070		-		-		12,940		-		_		-
Miscellaneous		_		-		-		20		-		-		-
Total revenues		12,212		_				56,763		11,552		8,389	-	15,035
Expenditures														
Current:														
General		-		-		-		-		1,131		-		-
Library		-		-		-		35,991		-		-		-
Recreation		13,900		-		-		-		-		-		-
Capital outlay													-	
Total expenditures		13,900						35,991		1,131			_	
Excess (deficiency) of revenues over expenditures		(1,688)						20,772		10,421		8,389	_	15,035
Other financing sources (uses) Proceeds from note payable													-	<u>-</u>
Net change in fund balances		(1,688)		-		-		20,772		10,421		8,389		15,035
Fund balances, beginning of year		23,589		678		2,467		26,569		10,099		71,588	-	107,574
Fund balances, end of year	\$	21,901	\$	678	\$	2,467	\$	47,341	\$	20,520	\$	79,977	\$_	122,609

See independent accountant's review report.

## **Combining Schedule of Revenues,**

# Expenditures and Changes in Fund Balances

# Modified Cash Basis - Nonmajor Governmental Funds For the Year Ended December 31, 2021

(Page 2 of 2)

	Capital P	_			
	Highway		Memorial		Total
	Capital		Library		Nonmajor
	Project		Capital		Governmental
	Fund		Fund		Funds
Revenues		_		-	
Property taxes	\$ 30,000	\$	-	\$	87,597
Intergovernmental	-		-		28,639
Charges for services	-		-		3,635
Interest on cash deposits	-		7		57
Donations	-		-		14,010
Miscellaneous					20
Total revenues	30,000		7		133,958
Expenditures					
Current:					
General	-		-		1,131
Library	-		-		35,991
Recreation	-		-		13,900
Capital outlay	118,485				118,485
Total expenditures	118,485				169,507
Excess (deficiency) of revenues					
over expenditures	(88,485)		7		(35,549)
Other financing sources (uses)					
Proceeds from note payable	118,000				118,000
Net change in fund balances	29,515		7		82,451
Fund balances, beginning of year	68,013		20,141		330,718
Fund balances, end of year	\$ 97,528	\$	20,148	\$	413,169

See independent accountant's review report.