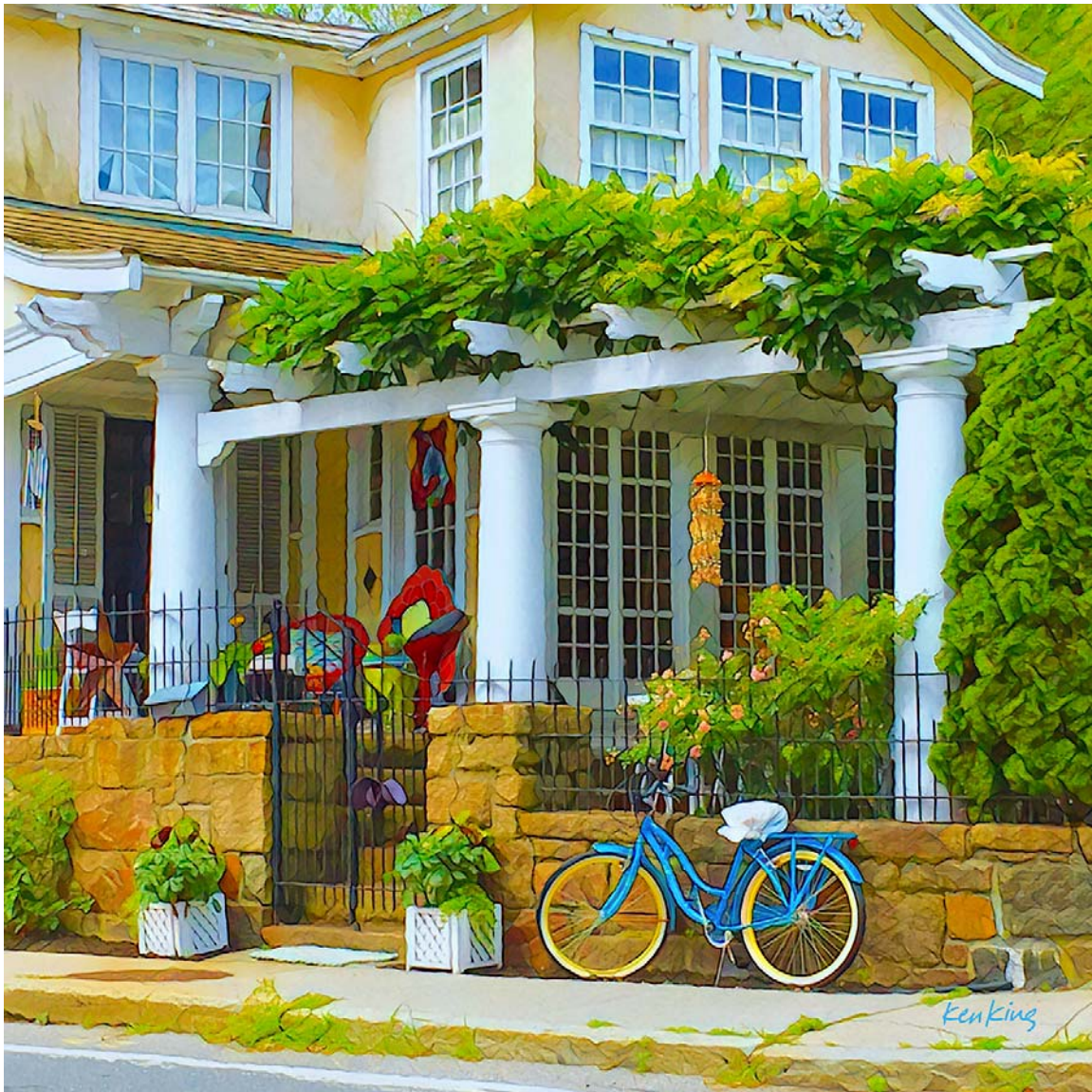


Town of Manchester-by-the-Sea

MASSACHUSETTS

COMPREHENSIVE ANNUAL FINANCIAL REPORT



For the Fiscal Year Ended June 30, 2018

Gregory Federspiel, Town Administrator
Andrea Mainville, Town Accountant

On the cover: The Blue Bike by Ken King, local artist and Manchester resident.

In the 1970's and 90's Ken studied drawing, painting and graphic design at Montserrat College of Art. He is a painter at heart who continues to experiment with digital medium. The images included in this report are part of his effort to explore new creative techniques using the camera, computer and then finally onto canvas.

This page: The Dory at Dexter Pond by Ken King



The Town of Manchester-by-the-Sea, Massachusetts



Comprehensive Annual Financial Report

**For the Fiscal Year
July 1, 2017 through June 30, 2018**

**Prepared by:
Andrea Mainville, Town Accountant**

TOWN OF MANCHESTER-BY-THE-SEA, MASSACHUSETTS
REPORT ON EXAMINATION OF BASIC FINANCIAL STATEMENTS

JUNE 30, 2018

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Introductory Section



Trees in the park by Ken King

Introductory Section

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MANCHESTER-BY-THE-SEA

Andrea Mainville
Town Accountant
10 Central Street
Manchester-by-the-Sea, MA 01944

Telephone (978) 526-2020 FAX (978) 525-6421
mainvillea@manchester.ma.us

Letter of Transmittal

December 18, 2018

To the Honorable Board of Selectmen and Citizens of the Town of Manchester-by-the-Sea:

State law requires the Town of Manchester-by-the-Sea to publish at the close of each year a complete set of financial statements in conformity with accounting principles generally accepted in the United States of America (GAAP) that are audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants. Pursuant to that requirement, I hereby issue the Comprehensive Annual Financial Report (CAFR) of the Town of Manchester-by-the-Sea, Massachusetts, for the year ending June 30, 2018, for your review.

The report is designed to be used by the elected and appointed officials of the Town and others who are concerned with its management and progress such as bond analysts, banking institutions and credit raters as well as residents and taxpayers of Manchester-by-the-Sea.

This report consists of management's representations concerning the finances of the Town of Manchester-by-the-Sea. Consequently, management assumes full responsibility for the completeness and reliability of all of the information presented in this report. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

Management of the Town is responsible for establishing and maintaining an internal control structure designed to ensure the assets of the Town are protected from loss, theft or misuse and to ensure that adequate accounting data is compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles. The Town Accountant is responsible for evaluating the adequacy and effectiveness of the internal control structure and implementing improvements.

Because the cost of internal controls should not outweigh their benefits, the Town of Manchester-by-the-Sea's comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement.

The Town of Manchester-by-the-Sea's financial statements have been audited by Powers & Sullivan, LLC, a firm of licensed certified public accountants. The goal of the independent audit was to provide reasonable assurance that the financial statements of the Town of Manchester-by-the-Sea for the year ended June 30, 2018, are free of

material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering an unmodified opinion that the Town of Manchester-by-the-Sea's financial statements for the year ended June 30, 2018, are fairly presented in conformity with GAAP. The independent auditor's report is presented as the first component of the financial section of this report.

Generally accepted accounting principles (GAAP) require that management provide a narrative introduction, overview and analysis to accompany the basic financial statements in the form of Management's Discussion & Analysis (MD&A). This letter of transmittal is designed to complement the MD&A where the financial analysis is presented. The Town's MD&A can be found immediately following the independent auditor's report from Powers & Sullivan, LLC.

Profile of the Town

Manchester-by-the-Sea was incorporated as a Town in 1645. Most recently, by means of petition to the Legislature, approval was granted to officially change its name to Manchester-by-the-Sea. Thus, the name the Town was commonly known as for many decades became legal some 344 years after its incorporation. With a population of approximately 5,393, Manchester-by-the-Sea is located in what is traditionally known as the "North Shore", approximately 30 miles from the City of Boston, within the county of Essex. Manchester-by-the-Sea is a residential seashore community situated on the Atlantic Ocean encompassing approximately 9 square miles with approximately 12.8 miles of tidal shore line providing beaches, a perfect yachting haven, and commercial fishing. The Town is serviced by two state highways: a primary highway route 128 and a scenic highway route 127. The Town is also serviced by a commuter rail branch connecting directly to the City of Boston.

Manchester-by-the-Sea is probably best known for its exceptionally beautiful beaches and harbor, its pleasant residential character, its numerous buildings of historical significance and its handsome estates as well as excellent education system. Manchester-by-the-Sea students consistently score in the top percentiles on national tests, and the overwhelming majority of students graduating from the High School go on to higher education. Manchester-by-the-Sea High School was ranked number five on the Boston Magazine's best high schools of 2018 list.

The Town offers a full range of services including full time police and fire departments, kindergarten through grade 12 school system, maintenance of streets and infrastructure, solid waste collection and disposal, health and human services, cultural and recreational, administrative and financial services.

The Town operates under a Board of Selectmen/Open Town Meeting/Town Administrator form of government. The elected, five-member Board of Selectmen makes policy decisions. The Town Administrator is responsible for carrying out the policies and direction of the Board of Selectmen and for managing the day-to-day operations of the Town.

Manchester is part of the Manchester-Essex Regional School District (MERSD) which serves the Towns of Manchester and Essex. The District was formed in 2001 under Chapter 71 of the Massachusetts General Laws. An elected, seven-member School Committee governs the District, which consists of members from each Town. The School Committee appoints a School Superintendent who administers the public school system of the District. School Committee members, like the Board of Selectmen, are elected to three-year staggered terms, with four members from the Town of Manchester-by-the-Sea and three from the Town of Essex. The Town also participates in the Essex North Shore Regional Vocational-Technical School District which provides vocational-technical education in grades nine through twelve.

The Town Administrator is charged with preparing and presenting the General Fund, Enterprise Fund and Capital plan budgets to the Board of Selectmen. The Selectmen review all requests and Town wide issues and present a budget to Town Meeting for approval. As of October 2018 Special Town Meeting, the Town has approved the reduction in members of the finance committee from nine to seven.

The level of budgetary control is established by Town Meeting and this approval defines the level at which expenditures may not exceed appropriations. This level is typically at the individual department salary and expense level. The Town Accountant is responsible for ensuring all payroll and invoices are within the budgetary control level before authorizing payment. Additional appropriations may be approved at subsequent Town Meetings. The Finance Committee, upon request by the Board of Selectmen, may approve during the year a transfer from a reserve fund established at Town Meeting or transfer unexpended funds within a summary category (for example, General Government). These controls ensure compliance with the budget approved by Town Meeting.

Information Useful in Assessing the Town's Economic Condition

The Town of Manchester-by-the-Sea real estate continues to experience strong growth in terms of value and new construction in residential home construction and renovations. Residential properties comprise 93.38% of the tax levy. In fiscal year 2018, single family dwellings had an average assessment of \$1.127 million and an average tax bill of \$12,430 based on a single tax rate of \$11.03. The per capita income of \$119,679 continues to rise compared to the state average of \$40,583 according to the Massachusetts Department of Revenue. Manchester-by-the-Sea also has a low comparable unemployment rate (as of July 2018) of 3.1% compared with the state rate of 3.9%.

Manchester-by-the-Sea is a very desirable community and this is reflected in the strong residential sales market, which has risen above the pre-fiscal crisis levels. The Town offers a unique mix of proximity to Boston and major highways and transportation, while maintaining a desirable residential community. The Town offers a broad range of high quality services, outstanding public education and an attractive quality of life.

The growth of the Town's main source of revenues, property taxes, is capped by Proposition 2 ½ and can only be overridden by a majority vote at a Town election. While tax revenue increases have been limited in recent years, other revenue sources, such as State aid and local receipts have stabilized. In addition, the Town has made significant efforts with fixed costs budgets, resulting in much improved budgets in health insurance and benefit accounts. On the Town's operating side, the 2018 budgets and service level were maintained through a modest 2-3.5% increase in the budget. This allowed the Town to continue to provide high quality services while minimizing the impact on the property tax burden. The Town continues to work on the health insurance costs resulting in continued savings. The changes included plan restructuring and continuation of working with unions related to the Town and employee percentage shares.

The Town continues to manage its financial affairs in a prudent manner, primarily through considerable long-term planning and financial policies. The Town continues to enjoy a bond rating of AAA by Standard & Poor's. It has been able to do so by incorporating long range planning tools such as a five-year Capital Improvement Program, adding to reserve balances and addressing long-term liabilities despite tight budgets. The Town's long-term policies will preserve its strong financial position for the foreseeable future.

In 2018, the Town continued to demonstrate its commitment to the Financial Policy of maintaining and building its reserve accounts. Despite a tight budget process the Town continues its commitment to build the Stabilization account to the policy goal level, which is 10-12% of general operating revenues. The April 2018 Annual Town Meeting appropriated \$100,000 to the Stabilization Fund and \$252,011 to the OPEB Liability Account. The Town plans to continue to fund these reserves in future years.

The Town has remained dedicated to a strategic approach of debt policy. Whenever possible, new issuances of debt are issued when previous debt issuances are fully retired. The Town debt management keeps debt service payments level each year when possible. For fiscal year 2018, the Town approved a one-year capital exclusion of \$300,000 for the purchase and LED conversion of the street lights in Town. In continuation of this endeavor to replace debt service for capital exclusions, for fiscal year 2019, the Town voted \$400,000 for the purpose of contributing to the cost of the repair and reconstruction of the Central Street Dam and Culvert. This amount is the difference between the targeted level debt service and current debt service that is expected to drop as old debt issuances are paid off.

The Town established enterprise funds for water and sewer operations. This has allowed the Town to shift large portions of the operating costs and capital improvements to the users of water and sewer services so that no tax support goes towards providing these services. A portion of sewer related debt is related to the sewer infrastructure and the long term goal is to be able to fully cover all infrastructure debt service for water and sewer by user fees. By doing so the Town will be able to provide the maximum tax dollars available to all other services.

The Town's assessment to MERSD continues to grow due to increases in contractual obligations of school operations. The Town and school district continue to try to work together to stay within budget parameters. In the fall of 2017, the boards of both Towns and the school district starting meeting to discuss the short and long-term budgets for the school, how the rebuilding or renovation of the Manchester Memorial Elementary School will impact each Town and the school as well as where the rebuilding or renovation of the Essex Elementary School falls afterward. As of October 2018, both the Towns of Manchester and Essex have approved borrowing for new construction of the Manchester Memorial Elementary School in the total amount of \$52 million, with the expectation that the Massachusetts School Building Authority (MSBA) will contribute approximately 35.93% of eligible construction costs with the remaining balance allocated to the Towns pursuant to the current district agreement.

Major initiatives for 2019 include completing the purchase and converting the Town's streetlights to LED; restoration of Central Pond/Sawmill Brook/Central St. Bridge and culvert; to complete the next requirements of the Massachusetts School Building Authority (MSBA), for the next phase of the Manchester Memorial Elementary School building project, which is part of the Manchester-Essex Regional School District; and many other infrastructure studies and improvements, most of which are for water and sewer infrastructure improvements. Particular focus will be given to ensuring that we continue to review our capital and operating needs while balancing with expected revenues from the tax levy, charges for services and other sources.

Awards and Acknowledgements

The Government Finance Officers Association (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Town of Manchester-by-the-Sea, Massachusetts for its comprehensive annual financial report (CAFR) for the fiscal year ended June 30, 2017. This was the second year the Town submitted a CAFR to the GFOA. Based on information available on the GFOA website, only forty-eight municipalities in Massachusetts received this distinction for fiscal year 2016. In order to receive this prestigious award, a government must publish an easily readable and efficiently organized CAFR that satisfies both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe that the fiscal year 2018 CAFR continues to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

This report represents significant effort by the entire financial team of the Town. We would like to express our appreciation to all members of the departments who assisted and contributed to the preparation of this report. Credit must also be given to the Board of Selectmen and Finance Committee for their unfailing support for maintaining the highest standards of professionalism in the management of the Town of Manchester-by-the-Sea's finances.

Respectfully submitted,

A handwritten signature in cursive script that reads "Andrea Mainville". The signature is written in dark ink and is positioned above the printed name and title.

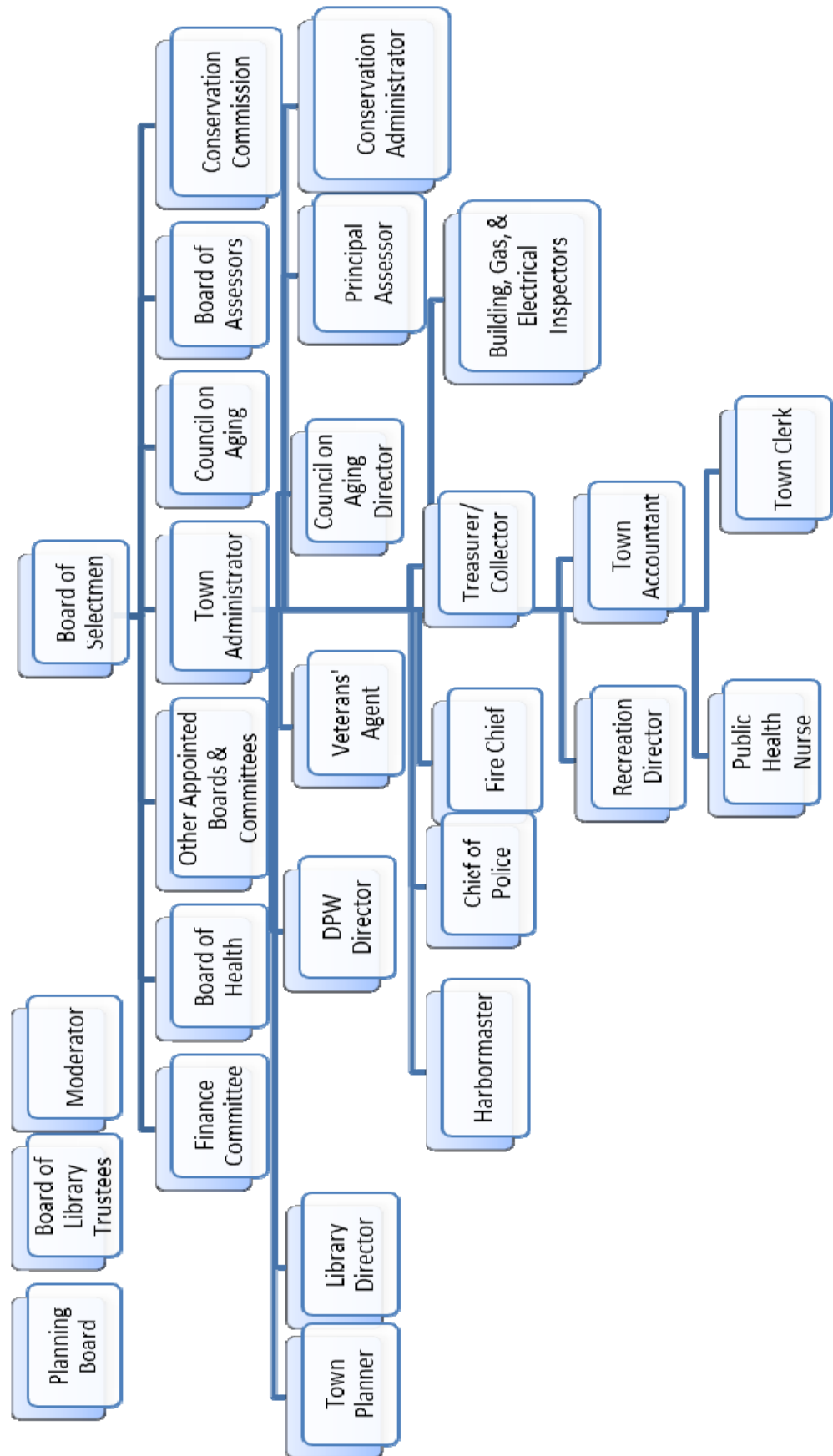
Andrea Mainville
Town Accountant

**Town of Manchester-by-the-Sea,
Massachusetts**

Principal Executive Officers

TITLE	NAME	SELECTION / TERM	TERM EXPIRES
Selectman, Chairman	Susan M. Beckmann	Elected / 3 years	2019
Selectman, Vice Chairman	Arthur Steinert	Elected / 3 years	2020
Selectman	Becky Jaques	Elected / 3 years	2021
Selectman	Margaret F. Driscoll	Elected / 3 years	2020
Selectman	Eli G. Boling	Elected / 3 years	2019
Town Administrator	Gregory Federspiel	Contract / 3 years	2019
Treasurer/Collector	Jennifer Yaskell	Appointed / 3 years	2020
Town Accountant	Andrea Mainville	Contract / 3 years	2021
Town Clerk	Christina St. Pierre	Appointed / 3 years	2020
Town Counsel	Kopelman & Paige	Appointed / 1 year	no expiration date

Town of Manchester-by-the-Sea, Massachusetts Organizational Chart





Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**Town of Manchester-by-the-Sea
Massachusetts**

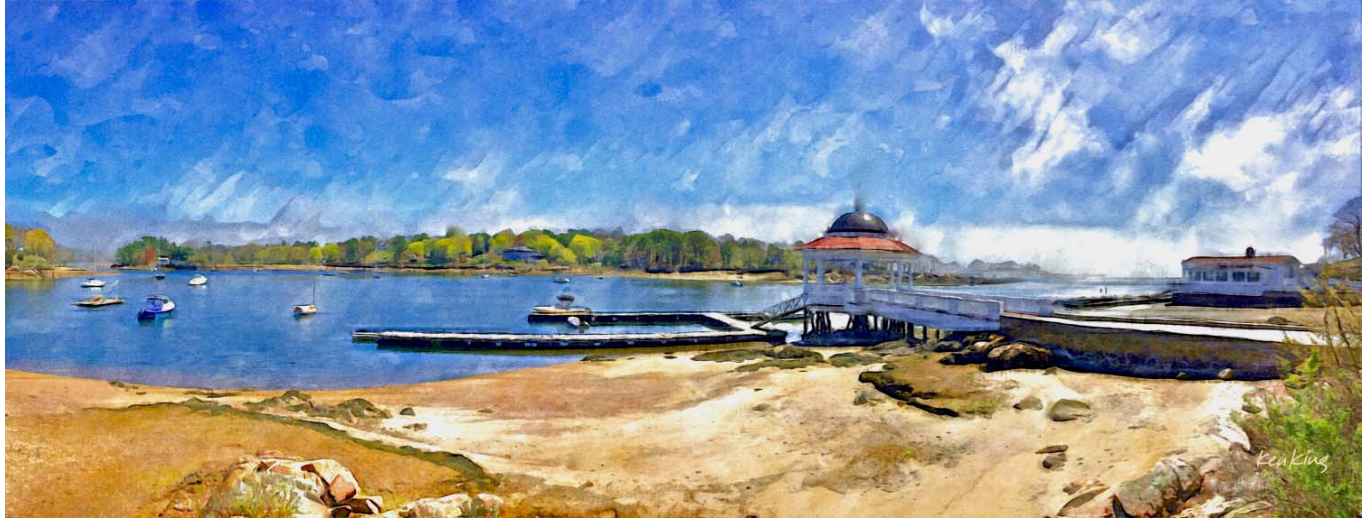
For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

June 30, 2017

Christopher P. Morill

Executive Director/CEO

Financial Section



Low tide at Tuck's Point by Ken King

Financial Section

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Independent Auditor's Report

To the Honorable Board of Selectmen
Town of Manchester-by-the-Sea, Massachusetts

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Manchester-by-the-Sea, Massachusetts, as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the Town of Manchester-by-the-Sea, Massachusetts' basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Manchester-by-the-Sea, Massachusetts, as of June 30, 2018, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Manchester-by-the-Sea, Massachusetts' basic financial statements. The introductory section, combining and individual fund financial statements, and statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

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

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by Governmental Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 18, 2018, on our consideration of the Town of Manchester-by-the-Sea, Massachusetts' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Manchester-by-the-Sea, Massachusetts' internal control over financial reporting and compliance.



December 18, 2018

Management's Discussion and Analysis

Management's Discussion and Analysis

As management of the Town of Manchester-by-the-Sea, we offer readers of these financial statements this narrative overview and analysis of the financial activities for the year ended June 30, 2018. We encourage readers to consider the information presented in this report. All amounts, unless otherwise indicated, are expressed in whole dollars.

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

Overview of the Financial Statements

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

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

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

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

Both of the government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities include general government, public safety, education, public works, environmental, health and human services, library and recreation, community preservation, and interest. The business-type activities include the activities of the water and sewer activities.

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

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

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

The Town of Manchester-by-the-Sea adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with this budget.

Proprietary funds. *Enterprise funds* are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The Town uses enterprise funds to account for its water and sewer activities.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statement because the resources of those funds are not available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

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

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain *required supplementary information* concerning the Town's budgetary basis of accounting as well as pension and other postemployment benefit obligations.

Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. The Town of Manchester-by-the-Sea's assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$13.8 million at the close of 2018. Overall net position increased (improved) by \$3.4 million during fiscal year 2018.

Net position of \$25 million reflects its investment in capital assets (e.g., land, buildings, machinery, and equipment) less any related debt used to acquire those assets that are still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the investment in its capital assets is reported net of its related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of net position, \$1.7 million, represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position is a deficit of \$12.8 million. The deficit is the result of the recognition of the net pension liability of \$12.7 million, along with the other postemployment benefits liability of \$6.9 million. These are long-term, unfunded liabilities that will not require significant short-term resources. The Town is currently allocating funds yearly to fully fund these liabilities by the early 2030's.

Beginning net position of the governmental activities, the business-type activities and the enterprise funds have been revised to reflect the implementation of GASB Statement #75, "Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions". The implementation of this standard required the calculation of the OPEB liability to be revised due to the use of different methods and assumptions as previously required by GASB Statement #45, "Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions". Accordingly, the Town's net position as of June 30, 2017, has been revised to reflect these changes. (See Note 15 for further details regarding the revised balances).

Governmental Activities

The Town of Manchester-by-the-Sea's governmental assets and deferred outflows of resources were less than liabilities and deferred inflows of resources by \$1.3 million at the close of 2018.

	2018	(As Revised) 2017
Assets:		
Current assets.....	\$ 12,834,305	\$ 12,959,026
Capital assets, non depreciable.....	1,007,891	1,199,342
Capital assets, net of accumulated depreciation.....	11,906,245	8,958,291
Total assets.....	25,748,441	23,116,659
Deferred outflows of resources.....	1,992,214	1,941,062
Liabilities:		
Current liabilities (excluding debt).....	890,365	908,419
Noncurrent liabilities (excluding debt).....	18,021,872	18,749,777
Current debt.....	835,124	685,248
Noncurrent debt.....	7,985,647	5,718,752
Total liabilities.....	27,733,008	26,062,196
Deferred inflows of resources.....	1,284,314	219,301
Net position:		
Net investment in capital assets.....	10,509,951	7,726,871
Restricted.....	1,736,553	1,986,033
Unrestricted.....	(13,523,171)	(10,936,680)
Total net position (as revised).....	\$ (1,276,667)	\$ (1,223,776)

The Town's governmental net position decreased by \$53,000 from the prior year's revised, deficit net position of \$1.2 million, to \$1.3 million at year-end. This decrease was mainly the net result of a capital transfer from governmental activities to the water enterprise fund and positive budgetary results in the general fund.

Beginning net position of the governmental activities has been revised to reflect the implementation of GASB Statement #75. The implementation of this standard required the OPEB liability to be revised due to the use of different methods and assumptions as previously required by GASB Statement #45. Accordingly, previously reported net position of \$3.5 million has been revised and totals a deficit of \$1.2 million.

	2018	(As Revised) 2017
Program Revenues:		
Charges for services.....	\$ 2,626,401	\$ 2,509,850
Operating grants and contributions.....	244,990	544,773
Capital grants and contributions.....	1,182,139	306,708
General Revenues:		
Real estate and personal property taxes, net of tax refunds payable.....	26,402,749	26,013,440
Motor vehicle and other excise taxes.....	1,151,772	1,186,862
Community preservation tax.....	351,822	343,860
Payments in lieu of taxes.....	8,441	1,055
Grants and contributions not restricted to specific programs.....	231,555	219,009
Unrestricted investment income.....	82,843	128,945
Total revenues.....	32,282,712	31,254,502
Expenses:		
General government.....	2,255,476	2,318,804
Public safety.....	5,793,142	5,694,741
Education.....	15,610,457	14,866,246
Public works.....	2,923,644	2,676,687
Environmental.....	117,015	76,397
Health and human services.....	458,532	436,344
Culture and recreation.....	1,516,767	1,596,546
Community preservation.....	190,391	297,544
Interest.....	224,049	206,254
Total expenses.....	29,089,473	28,169,563
Excess (Deficiency) before transfers.....	3,193,239	3,084,939
Transfers.....	(3,246,130)	(1,846,172)
Change in net position.....	(52,891)	1,238,767
Net position, beginning of year (as revised).....	(1,223,776)	(2,462,543)
Net position, end of year.....	\$ (1,276,667)	\$ (1,223,776)

The governmental expenses totaled \$29.1 million of which \$4 million (13.9%) was directly supported by program revenues consisting of charges for services, operating grants and contributions, and capital grants and contributions. General government expenses decreased in fiscal year 2018, which was a direct result of the Town's reduction in spending on the Pine Street capital project during the current year. Since the Town has now included the entire OPEB liability, with a beginning balance revision, there is no longer a need to continue to bring on a portion of the liability each year and to record the expense related to the amortization of the liability. Education reported the largest increase in expenses of over \$700,000. Education increased due to the regional school district's formula, which determines the Town's assessment as well as a greater than 2.5% (3.6%) increase in the school department expenditures.

General revenues totaled \$28.2 million, primarily coming from property taxes, motor vehicle excise and non-restricted grants and contributions. The Town made capital contributions of \$3.1 million to the water enterprise fund during fiscal year 2018 for water system improvements.

Business-Type Financial Analysis

For the Town's business-type activities, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$15.1 million at the close of 2018.

	2018	(As Revised) 2017
Assets:		
Current assets.....	\$ 5,331,258	\$ 3,432,238
Noncurrent assets (excluding capital).....	19,312	37,920
Capital assets, non depreciable.....	175,000	368,892
Capital assets, net of accumulated depreciation.....	14,297,974	12,249,322
Total assets.....	19,823,544	16,088,372
Deferred outflows of resources.....	156,789	192,070
Liabilities:		
Current liabilities (excluding debt).....	221,062	338,501
Noncurrent liabilities (excluding debt).....	1,578,342	1,569,225
Current debt.....	295,004	2,252,895
Noncurrent debt.....	2,614,570	392,555
Total liabilities.....	4,708,978	4,553,176
Deferred inflows of resources.....	113,687	19,273
Net position:		
Net investment in capital assets.....	14,453,305	11,249,805
Unrestricted.....	704,363	458,188
Total net position (as Revised).....	\$ 15,157,668	\$ 11,707,993

Business-type net position of \$14.5 million represents the net investment in capital assets while \$704,000 is unrestricted. The Town's business-type activities net position increased by \$3.4 million in the current year. This was primarily the result of a \$3.2 million in transfers and capital contributions from governmental funds related to water system improvements, which will be funded through \$2.7 million in debt to be repaid by governmental funds.

Beginning net position of the business-type activities has been revised to reflect the implementation of GASB Statement #75. The implementation of this standard required the OPEB liability to be revised due to the use of different methods and assumptions as previously required by GASB Statement #45. Accordingly, previously reported net position of \$12 million has been revised and totals \$11.7 million.

	2018	(As Revised) 2017
Program Revenues:		
Charges for services.....	\$ 2,526,838	\$ 2,442,226
Operating grants and contributions.....	7,065	32,269
Total revenues.....	2,533,903	2,474,495
Expenses:		
Water.....	1,305,690	1,177,719
Sewer.....	1,024,668	893,274
Total expenses.....	2,330,358	2,070,993
Excess (Deficiency) before transfers.....	203,545	403,502
Transfers.....	3,246,130	1,846,172
Change in net position.....	3,449,675	2,249,674
Net position, beginning of year (as revised).....	11,707,993	9,458,319
Net position, end of year.....	\$ 15,157,668	\$ 11,707,993

The increase of \$3.4 million is the net result of an increase of \$178,000 in the sewer enterprise and an increase of \$3.27 million in the water enterprise. The enterprise funds are generally designed to recover the cost of providing services through operating revenue. The costs are not set to recover the depreciation of capital assets, and the recognition of long-term liabilities such as other pension, postemployment benefits, and compensated absences, which has decreased the net position in prior years when these liabilities were first recorded. Certain capital projects are also not funded through rates. As a result, the general government recorded \$3.2 million in transfers and capital contributions to the enterprise funds to finance capital projects. The increase in the sewer fund is primarily the result of subsidies from the Massachusetts Clean Water Trust (MCWT) used to offset a portion of the cost of the debt in the sewer enterprise fund. The statement of cash flows more closely reports the activity in which the rates are set.

Financial Analysis of the Government's Funds

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

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

As of the end of the current year, governmental funds reported combined ending fund balances of \$11.5 million, an increase of \$370,000 in comparison with the prior year.

The general fund is the Town's chief operating fund. At the end of the current year, unassigned fund balance of the general fund totaled \$6.2 million, and total fund balance totaled \$8.4 million. Fund balance of \$2.1 million is committed for Town Meeting articles and \$136,000 is assigned for encumbrances. The general fund increased

\$798,000 during the year which was primarily due to budgetary surpluses. The surpluses were generated from conservative revenue estimates and various departmental turnbacks.

The community preservation major fund is used to account for the acquisition, creation, preservation, or rehabilitation of areas of open space, historic preservation, community housing and recreation. The fund balance totaled \$802,000 at year end, a decrease of \$337,000 from the prior year. The net decrease in fund balance relates only to the timing of projects funded with CPA funds. The Town collected \$352,000 from the 1.5% property tax surcharge and \$47,000 from matching State funds. Expenditures in 2018 totaled \$722,000 and related to a variety of projects including the Tuck's Point Chowder House, seawall restoration at Morss Pier, and funding was granted to the Manchester Affordable Housing Trust (MAHT) for community housing project.

General Fund Budgetary Highlights

The Town adopts an annual appropriated budget for its general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

The 2018 final approved budget authorized approximately \$31 million in appropriations and other amounts to be raised, which included \$1.6 million in amounts carried over from the previous year. The budget was balanced through the use of \$320,000 of free cash funds (available funds), and the release of \$125,000 of overlay (reserve for abatements). Adjustments to the original budget included transfers between line items and free cash voted to increase appropriations by \$808,000. This included an additional \$252,000 to fund the Town's OPEB liability trust fund, a \$100,000 transfer to the stabilization fund, \$306,000 for capital, and \$150,000 to increase the reserve fund.

The Town's revenues came in over budget by \$1 million and expenditures and encumbrances came in under budget by \$371,000. Revenue surpluses were primarily in departmental and other and motor vehicle and other excise taxes, where estimated revenues were budgeted conservatively. The Town's transfers into the general fund came in under budget by \$127,000, as the Town anticipated bonding for projects to be repaid by other funds, however the projects were not bonded for during the fiscal year.

Capital Asset and Debt Administration

Capital assets. In conjunction with the annual operating budget, the Town annually prepares a capital budget for the upcoming year and a five-year Capital Improvement Plan (CIP) that is used as a guide for future capital expenditures.

The major Town capital activity included land improvement additions of \$973,000, which was primarily related to Harbor Dredging; building improvement additions of \$1.2 million, which included the Chowder House improvements, and police station renovation; machinery and equipment additions of \$650,000, which includes police and fire vehicles and dump trucks, plows, and sanders; and infrastructure additions of \$863,000, which includes roadway repairs. Transfers from construction in progress supported the additions to land and building improvements. Construction in progress at year end consisted of the Morss pier seawall restoration project.

Business-type activity capital assets activity was comprised of infrastructure additions of \$1.2 million in water improvements and \$1.2 million in wastewater system improvements, along with \$197,000 in building improvements in the sewer fund.

Debt administration. Outstanding governmental long-term debt, as of June 30, 2018, totaled \$8.6 million. Of that amount, \$4.8 million of outstanding long-term debt relates to general obligation water bonds related to the water building and road repairs and construction, water main replacement, and other water system improvements.

The liability of long-term debt related to water is paid by the governmental funds while the capital assets are reported in the water enterprise fund. The sewer long-term debt is funded 25% by the governmental funds by the use of transfers.

The enterprise funds have \$2.7 million in sewer debt that relates to various sewer projects including approximately \$130,000 of partially subsidized MCWT bonds.

During fiscal year 2018, the Town issued \$2.9 million and \$2.3 in water and sewer bonds, respectively. The Town also redeemed \$486,000; \$199,000; and \$153,000 in governmental, water, and sewer bonds, respectively.

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

Requests for Information

This financial report is designed to provide a general overview of the Town of Manchester-by-the-Sea's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Town Accountant, Town Hall, 10 Central Street, Manchester-by-the-Sea, Massachusetts 01944.

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Basic Financial Statements

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STATEMENT OF NET POSITION

JUNE 30, 2018

	<i>Primary Government</i>		
	Governmental Activities	Business-type Activities	Total
ASSETS			
CURRENT:			
Cash and cash equivalents.....	\$ 10,005,690	\$ 4,657,012	\$ 14,662,702
Investments.....	2,078,612	-	2,078,612
Receivables, net of allowance for uncollectibles:			
Real estate and personal property taxes.....	135,094	-	135,094
Tax liens and deferrals.....	299,268	-	299,268
Motor vehicle and other excise taxes.....	77,404	-	77,404
User charges.....	-	655,638	655,638
Departmental and other.....	143,299	-	143,299
Intergovernmental.....	39,616	18,608	58,224
Loans.....	43,530	-	43,530
Tax foreclosures.....	11,792	-	11,792
Total current assets.....	<u>12,834,305</u>	<u>5,331,258</u>	<u>18,165,563</u>
NONCURRENT:			
Receivables, net of allowance for uncollectibles:			
Intergovernmental.....	-	19,312	19,312
Capital assets, nondepreciable.....	1,007,891	175,000	1,182,891
Capital assets, net of accumulated depreciation.....	<u>11,906,245</u>	<u>14,297,974</u>	<u>26,204,219</u>
Total noncurrent assets.....	<u>12,914,136</u>	<u>14,492,286</u>	<u>27,406,422</u>
TOTAL ASSETS.....	<u>25,748,441</u>	<u>19,823,544</u>	<u>45,571,985</u>
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows related to pensions.....	1,216,039	117,337	1,333,376
Deferred outflows related to other postemployment benefits.....	<u>776,175</u>	<u>39,452</u>	<u>815,627</u>
TOTAL DEFERRED OUTFLOWS OF RESOURCES.....	<u>1,992,214</u>	<u>156,789</u>	<u>2,149,003</u>
LIABILITIES			
CURRENT:			
Warrants payable.....	244,642	141,618	386,260
Accrued payroll.....	286,036	-	286,036
Tax refunds payable.....	80,010	-	80,010
Accrued interest.....	87,104	39,444	126,548
Other liabilities.....	33,573	-	33,573
Compensated absences.....	159,000	40,000	199,000
Bonds payable.....	<u>835,124</u>	<u>295,004</u>	<u>1,130,128</u>
Total current liabilities.....	<u>1,725,489</u>	<u>516,066</u>	<u>2,241,555</u>
NONCURRENT:			
Compensated absences.....	63,000	9,000	72,000
Net pension liability.....	11,542,122	1,113,714	12,655,836
Net other postemployment benefits liability.....	6,416,750	455,628	6,872,378
Bonds payable.....	<u>7,985,647</u>	<u>2,614,570</u>	<u>10,600,217</u>
Total noncurrent liabilities.....	<u>26,007,519</u>	<u>4,192,912</u>	<u>30,200,431</u>
TOTAL LIABILITIES.....	<u>27,733,008</u>	<u>4,708,978</u>	<u>32,441,986</u>
DEFERRED INFLOWS OF RESOURCES			
Deferred inflows related to pensions.....	882,635	85,165	967,800
Deferred inflows related to other postemployment benefits.....	<u>401,679</u>	<u>28,522</u>	<u>430,201</u>
TOTAL DEFERRED INFLOWS OF RESOURCES.....	<u>1,284,314</u>	<u>113,687</u>	<u>1,398,001</u>
NET POSITION			
Net investment in capital assets.....	10,509,951	14,453,305	24,963,256
Restricted for:			
Permanent funds:			
Expendable.....	24,374	-	24,374
Nonexpendable.....	383,078	-	383,078
Gifts and grants.....	525,580	-	525,580
Community preservation.....	803,521	-	803,521
Unrestricted.....	<u>(13,523,171)</u>	<u>704,363</u>	<u>(12,818,808)</u>
TOTAL NET POSITION.....	<u>\$ (1,276,667)</u>	<u>\$ 15,157,668</u>	<u>\$ 13,881,001</u>

See notes to basic financial statements.

STATEMENT OF ACTIVITIES

YEAR ENDED JUNE 30, 2018

		Program Revenues				
Functions/Programs	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Net (Expense) Revenue	
Primary Government:						
<i>Governmental Activities:</i>						
General government.....	\$ 2,255,476	\$ 514,096	\$ 12,559	\$ 125,000	\$ (1,603,821)	
Public safety.....	5,793,142	1,009,161	73,061	-	(4,710,920)	
Education.....	15,610,457	-	-	-	(15,610,457)	
Public works.....	2,923,644	358,823	9,651	927,068	(1,628,102)	
Environmental.....	117,015	12,212	-	-	(104,803)	
Health and human services.....	458,532	-	48,798	83,041	(326,693)	
Library and recreation.....	1,516,767	732,109	100,921	-	(683,737)	
Community preservation.....	190,391	-	-	47,030	(143,361)	
Interest.....	224,049	-	-	-	(224,049)	
Total Governmental Activities.....	29,089,473	2,626,401	244,990	1,182,139	(25,035,943)	
<i>Business-Type Activities:</i>						
Water.....	1,305,690	1,318,255	-	-	12,565	
Sewer.....	1,024,668	1,208,583	7,065	-	190,980	
Total Business-Type Activities.....	2,330,358	2,526,838	7,065	-	203,545	
Total Primary Government.....	\$ 31,419,831	\$ 5,153,239	\$ 252,055	\$ 1,182,139	\$ (24,832,398)	

See notes to basic financial statements.

(Continued)

STATEMENT OF ACTIVITIES (continued)

YEAR ENDED JUNE 30, 2018

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
Changes in net position:			
Net (expense) revenue from previous page.....	\$ (25,035,943)	\$ 203,545	\$ (24,832,398)
<i>General revenues:</i>			
Real estate and personal property taxes, net of tax refunds payable.....	26,402,749	-	26,402,749
Motor vehicle and other excise taxes.....	1,151,772	-	1,151,772
Community preservation tax.....	351,822	-	351,822
Payments in lieu of taxes.....	8,441	-	8,441
Grants and contributions not restricted to specific programs.....	231,555	-	231,555
Unrestricted investment income.....	82,843	-	82,843
<i>Capital transfers</i>	(3,102,019)	3,102,019	-
<i>Transfers, net</i>	(144,111)	144,111	-
Total general revenues and transfers.....	24,983,052	3,246,130	28,229,182
Change in net position.....	(52,891)	3,449,675	3,396,784
<i>Net position:</i>			
Beginning of year (as revised).....	(1,223,776)	11,707,993	10,484,217
End of year.....	\$ (1,276,667)	\$ 15,157,668	\$ 13,881,001

(Concluded)

See notes to basic financial statements.

**GOVERNMENTAL FUNDS
BALANCE SHEET**

JUNE 30, 2018

	General	Community Preservation	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS				
Cash and cash equivalents.....	\$ 7,774,099	\$ 359,404	\$ 1,872,187	\$ 10,005,690
Investments.....	1,196,218	406,009	476,385	2,078,612
Receivables, net of uncollectibles:				
Real estate and personal property taxes.....	133,432	1,662	-	135,094
Tax liens.....	299,268	-	-	299,268
Motor vehicle and other excise taxes.....	77,404	-	-	77,404
Departmental and other.....	143,299	-	-	143,299
Intergovernmental.....	-	39,606	10	39,616
Loans.....	-	-	43,530	43,530
Tax foreclosures.....	11,792	-	-	11,792
Due from other funds.....	43,540	-	-	43,540
TOTAL ASSETS.....	\$ 9,679,052	\$ 806,681	\$ 2,392,112	\$ 12,877,845
LIABILITIES				
Warrants payable.....	\$ 195,807	\$ 3,160	\$ 45,675	\$ 244,642
Accrued payroll.....	286,036	-	-	286,036
Tax refunds payable.....	80,010	-	-	80,010
Due to other funds.....	-	-	43,540	43,540
Other liabilities.....	33,573	-	-	33,573
TOTAL LIABILITIES.....	595,426	3,160	89,215	687,801
DEFERRED INFLOWS OF RESOURCES				
Unavailable revenue.....	654,978	1,662	-	656,640
FUND BALANCES				
Nonspendable.....	-	-	383,078	383,078
Restricted.....	-	801,859	1,919,819	2,721,678
Committed.....	2,114,792	-	-	2,114,792
Assigned.....	136,144	-	-	136,144
Unassigned.....	6,177,712	-	-	6,177,712
TOTAL FUND BALANCES.....	8,428,648	801,859	2,302,897	11,533,404
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES.....	\$ 9,679,052	\$ 806,681	\$ 2,392,112	\$ 12,877,845

See notes to basic financial statements.

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

JUNE 30, 2018

Total governmental fund balances.....	\$ 11,533,404
Capital assets (net) used in governmental activities are not financial resources and, therefore, are not reported in the funds.....	12,914,136
Accounts receivable are not available to pay for current-period expenditures and, therefore, are unavailable in the funds.....	656,640
The statement of net position includes certain deferred inflows of resources and deferred outflows of resources that will be amortized over future periods. In governmental funds, these amounts are not deferred.....	707,900
In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.....	(87,104)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds:	
Bonds payable.....	(8,820,771)
Net pension liability.....	(11,542,122)
Net other postemployment benefits liability.....	(6,416,750)
Compensated absences.....	(222,000)
Net effect of reporting long-term liabilities.....	(27,001,643)
Net position of governmental activities.....	\$ (1,276,667)

See notes to basic financial statements.

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

YEAR ENDED JUNE 30, 2018

	General	Community Preservation	Nonmajor Governmental Funds	Total Governmental Funds
REVENUES:				
Real estate and personal property taxes, net of tax refunds.....	\$ 26,330,103	\$ -	\$ -	\$ 26,330,103
Motor vehicle and other excise taxes.....	1,163,167	-	16,625	1,179,792
Charges for services.....	539,479	-	-	539,479
Penalties and interest on taxes.....	70,013	509	-	70,522
Intergovernmental - state aid.....	231,555	-	-	231,555
Intergovernmental - other.....	-	-	1,770,849	1,770,849
Departmental and other.....	1,008,397	-	1,032,525	2,040,922
Community preservation taxes.....	-	351,621	-	351,621
Community preservation state match.....	-	47,030	-	47,030
Contributions and donations.....	-	-	144,230	144,230
Investment income.....	38,548	(13,846)	(12,381)	12,321
TOTAL REVENUES.....	29,381,262	385,314	2,951,848	32,718,424
EXPENDITURES:				
Current:				
General government.....	1,318,397	-	75,003	1,393,400
Public safety.....	3,619,730	-	1,031,698	4,651,428
Education.....	15,610,457	-	-	15,610,457
Public works.....	2,781,332	-	1,436,813	4,218,145
Environmental.....	73,816	-	-	73,816
Health and human services.....	294,486	-	129,848	424,334
Library and recreation.....	787,212	-	324,164	1,111,376
Community preservation.....	-	722,155	-	722,155
Pension benefits.....	1,049,336	-	-	1,049,336
Property and liability insurance.....	118,271	-	-	118,271
Employee benefits.....	1,797,973	-	-	1,797,973
State and county charges.....	161,280	-	-	161,280
Debt service:				
Principal.....	685,248	-	-	685,248
Interest.....	186,843	-	-	186,843
TOTAL EXPENDITURES.....	28,484,381	722,155	2,997,526	32,204,062
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....	896,881	(336,841)	(45,678)	514,362
OTHER FINANCING SOURCES (USES):				
Issuance of bonds.....	2,848,500	-	-	2,848,500
Premium from issuance of bonds.....	253,519	-	-	253,519
Transfers in.....	487,162	-	151,969	639,131
Transfers out.....	(586,273)	-	(196,969)	(783,242)
Capital Transfer.....	(3,102,019)	-	-	(3,102,019)
TOTAL OTHER FINANCING SOURCES (USES)...	(99,111)	-	(45,000)	(144,111)
NET CHANGE IN FUND BALANCES.....	797,770	(336,841)	(90,678)	370,251
FUND BALANCES AT BEGINNING OF YEAR.....	7,630,878	1,138,700	2,393,575	11,163,153
FUND BALANCES AT END OF YEAR.....	\$ 8,428,648	\$ 801,859	\$ 2,302,897	\$ 11,533,404

See notes to basic financial statements.

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

YEAR ENDED JUNE 30, 2018

Net change in fund balances - total governmental funds.....	\$	370,251
<p>Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.</p>		
Capital outlay.....	3,474,624	
Depreciation expense.....	<u>(718,121)</u>	
Net effect of reporting capital assets.....		2,756,503
<p>Revenues in the Statement of Activities that do not provide current financial resources are unavailable in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable differ between the two statements. This amount represents the net change in unavailable revenue.....</p>		
		(435,712)
<p>The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction has any effect on net position. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are unavailable and amortized in the Statement of Activities.</p>		
Issuance of bonds.....	(2,848,500)	
Premium from issuance of bonds.....	(253,519)	
Debt service principal payments.....	<u>685,248</u>	
Net effect of reporting long-term debt.....		(2,416,771)
<p>Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.</p>		
Net change in compensated absences accrual.....	(6,000)	
Net change in accrued interest on long-term debt.....	(37,206)	
Net change in deferred outflow/(inflow) of resources related to pensions.....	(890,109)	
Net change in net pension liability.....	635,573	
Net change in deferred outflow/(inflow) of resources related to other postemployment benefits...	(149,668)	
Net change in net other postemployment benefits liability.....	<u>120,248</u>	
Net effect of recording long-term liabilities.....		<u>(327,162)</u>
Change in net position of governmental activities.....	\$	<u>(52,891)</u>

See notes to basic financial statements.

PROPRIETARY FUNDS
STATEMENT OF NET POSITION

JUNE 30, 2018

	Business-type Activities - Enterprise Funds		
	Water	Sewer	Total
ASSETS			
CURRENT:			
Cash and cash equivalents.....	\$ 2,806,524	\$ 1,850,488	\$ 4,657,012
Receivables, net of allowance for uncollectibles:			
User charges.....	328,968	326,670	655,638
Intergovernmental.....	-	18,608	18,608
Total current assets.....	3,135,492	2,195,766	5,331,258
NONCURRENT:			
Receivables, net of allowance for uncollectibles:			
Intergovernmental - other.....	-	19,312	19,312
Capital assets, non depreciable.....	175,000	-	175,000
Capital assets, net of accumulated depreciation.....	6,956,334	7,341,640	14,297,974
Total noncurrent assets.....	7,131,334	7,360,952	14,492,286
TOTAL ASSETS.....	10,266,826	9,556,718	19,823,544
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows related to pensions.....	52,002	65,335	117,337
LIABILITIES			
CURRENT:			
Warrants payable.....	128,869	12,749	141,618
Accrued interest.....	-	39,444	39,444
Compensated absences.....	25,000	15,000	40,000
Bonds payable.....	-	295,004	295,004
Total current liabilities.....	153,869	362,197	516,066
NONCURRENT:			
Compensated absences.....	5,000	4,000	9,000
Net pension liability.....	493,578	620,136	1,113,714
Net other postemployment benefits liability.....	227,814	227,814	455,628
Bonds payable.....	-	2,614,570	2,614,570
Total noncurrent liabilities.....	726,392	3,466,520	4,192,912
TOTAL LIABILITIES.....	880,261	3,828,717	4,708,978
DEFERRED INFLOWS OF RESOURCES			
Deferred inflows related to pensions.....	37,744	47,421	85,165
Deferred inflows related to other postemployment benefits.....	14,261	14,261	28,522
TOTAL DEFERRED INFLOWS OF RESOURCES.....	52,005	61,682	113,687
NET POSITION			
Net investment in capital assets.....	8,904,856	5,548,449	14,453,305
Unrestricted.....	501,432	202,931	704,363
TOTAL NET POSITION.....	\$ 9,406,288	\$ 5,751,380	\$ 15,157,668

See notes to basic financial statements.

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

YEAR ENDED JUNE 30, 2018

	Business-type Activities - Enterprise Funds		
	Water	Sewer	Total
OPERATING REVENUES:			
Charges for services.....	\$ 1,318,255	\$ 1,208,583	\$ 2,526,838
OPERATING EXPENSES:			
Cost of services and administration.....	1,012,556	657,419	1,669,975
Depreciation.....	293,134	317,585	610,719
TOTAL OPERATING EXPENSES.....	1,305,690	975,004	2,280,694
OPERATING INCOME (LOSS).....	12,565	233,579	246,144
NONOPERATING REVENUES (EXPENSES):			
Interest expense.....	-	(49,664)	(49,664)
Intergovernmental - subsidy.....	-	7,065	7,065
TOTAL NONOPERATING REVENUES (EXPENSES), NET.....	-	(42,599)	(42,599)
INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS.....	12,565	190,980	203,545
CAPITAL CONTRIBUTIONS.....	3,102,019	-	3,102,019
TRANSFERS:			
Transfers in.....	275,000	311,273	586,273
Transfers out.....	(117,453)	(324,709)	(442,162)
TOTAL TRANSFERS.....	157,547	(13,436)	144,111
CHANGE IN NET POSITION.....	3,272,131	177,544	3,449,675
NET POSITION AT BEGINNING OF YEAR (as revised).....	6,134,157	5,573,836	11,707,993
NET POSITION AT END OF YEAR.....	\$ 9,406,288	\$ 5,751,380	\$ 15,157,668

See notes to basic financial statements.

PROPRIETARY FUNDS
STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2018

	Business-type Activities - Enterprise Funds		
	Water	Sewer	Total
<u>CASH FLOWS FROM OPERATING ACTIVITIES:</u>			
Receipts from customers and users.....	\$ 1,333,332	\$ 1,246,668	\$ 2,580,000
Payments to vendors.....	(672,639)	(513,130)	(1,185,769)
Payments to employees and employee benefits.....	(243,725)	(251,725)	(495,450)
NET CASH FROM OPERATING ACTIVITIES.....	416,968	481,813	898,781
<u>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:</u>			
Transfers in.....	275,000	311,273	586,273
Transfers out.....	(117,453)	(324,709)	(442,162)
NET CASH FROM NONCAPITAL FINANCING ACTIVITIES.....	157,547	(13,436)	144,111
<u>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</u>			
Proceeds from the issuance of bonds.....	-	2,311,500	2,311,500
Premium from the issuance of bonds.....	-	205,519	205,519
Capital contributions.....	3,102,019	-	3,102,019
Acquisition and construction of capital assets.....	(1,216,436)	(1,249,043)	(2,465,479)
Principal payments on bonds and notes.....	(1,350,000)	(902,895)	(2,252,895)
Interest expense.....	-	(9,982)	(9,982)
NET CASH FROM CAPITAL AND RELATED FINANCING ACTIVITIES.....	535,583	355,099	890,682
NET CHANGE IN CASH AND CASH EQUIVALENTS.....	1,110,098	823,476	1,933,574
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR.....	1,696,426	1,027,012	2,723,438
CASH AND CASH EQUIVALENTS AT END OF YEAR.....	\$ 2,806,524	\$ 1,850,488	\$ 4,657,012
<u>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH</u>			
<u>FROM OPERATING ACTIVITIES:</u>			
Operating income (loss).....	\$ 12,565	\$ 233,579	\$ 246,144
Adjustments to reconcile operating income to net cash from operating activities:			
Depreciation.....	293,134	317,585	610,719
Deferred (outflows)/inflows related to pensions.....	37,347	38,010	75,357
Deferred (outflows)/inflows related to other postemployment benefits.....	14,261	14,261	28,522
Changes in assets and liabilities:			
User charges.....	15,077	20,345	35,422
Intergovernmental.....	-	17,740	17,740
Warrants payable.....	64,908	(214,964)	(150,056)
Compensated absences.....	4,000	(4,000)	-
Net pension liability.....	(20,055)	63,526	43,471
Other postemployment benefits.....	(4,269)	(4,269)	(8,538)
Total adjustments.....	404,403	248,234	652,637
NET CASH FROM OPERATING ACTIVITIES.....	\$ 416,968	\$ 481,813	\$ 898,781

See notes to basic financial statements.

FIDUCIARY FUNDS
STATEMENT OF FIDUCIARY NET POSITION

JUNE 30, 2018

		Other Postemployment Benefit Trust Fund
<hr/>		
ASSETS		
Investments:		
Investments in Pension Reserve Investment Trust.....	\$	<u>1,828,492</u>
NET POSITION		
Restricted for other postemployment benefits.....	\$	<u><u>1,828,492</u></u>

See notes to basic financial statements.

FIDUCIARY FUNDS
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION

YEAR ENDED JUNE 30, 2018

	Other Postemployment Benefit Trust Fund
<u>ADDITIONS:</u>	
Contributions:	
Employer contributions.....	\$ 252,011
Employer contributions for other postemployment benefit payments....	<u>563,616</u>
Total contributions.....	<u>815,627</u>
Net investment income:	
Investment income.....	<u>143,083</u>
TOTAL ADDITIONS.....	<u>958,710</u>
<u>DEDUCTIONS:</u>	
Other postemployment benefit payments.....	<u>563,616</u>
TOTAL DEDUCTIONS.....	<u>563,616</u>
NET INCREASE (DECREASE) IN NET POSITION.....	395,094
NET POSITION AT BEGINNING OF YEAR.....	<u>1,433,398</u>
NET POSITION AT END OF YEAR.....	<u>\$ 1,828,492</u>

See notes to basic financial statements.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

A. Reporting Entity

The Town is a municipal corporation that is governed by a five member elected Board of Selectmen (the Board) and an appointed Town Administrator.

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

The Manchester-by-the-sea Affordable Housing Trust (Trust) was established by Town Meeting with the mission to increase diversity of housing options to meet the needs of Manchester's low and moderate income households. The Trust is comprised of a seven-member board of resident volunteers with experience and expertise in housing policy, finance, development, programs, and advocacy. The Town planner, through funding from the Community Preservation Act, provides staff support to the Trust. The Trust is reported within the nonmajor governmental funds of the Town.

Joint Ventures

The Town is a member of the Manchester Essex Regional School District that provides for the education of all levels of schools for the Town's students. The members share in the operations of the District and each member is responsible for its proportionate share of the operational and capital cost of the District, which are paid in the form of assessments. The Town does not have an equity interest in the District and the 2018 assessment was \$15,242,817. Please contact the finance office at 36 Lincoln Street, Manchester-by-the-Sea, MA 01944, for audited financial statements.

The Town is a member of the Essex Technical High School District that serves the members students seeking an education in academic, technical and agriculture studies. The members share in the operations of the District and each member is responsible for its proportionate share of the operational and capital cost of the District, which are paid in the form of assessments. The Town does not have an equity interest in the District and the 2018 assessment was \$69,211. Please contact the finance office at 565 Maple Street, Middleton, MA 01923, for audited financial statements.

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

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

Fund Financial Statements

Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Nonmajor funds are aggregated and displayed in a single column.

Major Fund Criteria

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

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

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

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. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred. Real estate and personal property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

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

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

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

For the most part, the effect of interfund activity has been removed from the government-wide financial statements. Exceptions are charges between the general fund and water and sewer enterprise funds.

Elimination of these charges would distort the direct costs and program revenues reported for the functions affected.

Fund Financial Statements

Governmental fund financial statements are reported using the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences, claims and judgments which are recognized when the obligations are expected to be liquidated with current expendable available resources.

Real estate and personal property tax revenues are considered available if they are collected within 60 days after year-end. Investment income is susceptible to accrual. Other receipts and tax revenues become measurable and available when the cash is received and are recognized as revenue at that time.

Entitlements and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria is met. Expenditure driven grants recognize revenue when the qualifying expenditures are incurred and all other grant requirements are met.

The following major governmental funds are reported:

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

The *community preservation* major fund is a special revenue fund used to account for the acquisition, creation, preservation, or rehabilitation of areas of open space, historic preservation, affordable housing and recreation. Funding is provided primarily by a property tax surcharge of up to 3%, along with matching state funds.

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

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

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

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

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

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the

proprietary funds principal ongoing operations. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

The following major proprietary funds are reported:

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

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

Fiduciary fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Fiduciary funds are used to account for assets held in a trustee capacity for others that cannot be used to support the governmental programs.

The following fiduciary fund types are reported:

The *OPEB trust fund* is used to account for the activities of the Other Postemployment Benefit trust fund, which accumulates resources to provide other postemployment benefits to eligible retirees and their beneficiaries.

D. Cash and Investments

Government-Wide and Fund Financial Statements

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

E. Fair Value Measurements

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

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

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

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

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

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

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

F. Accounts Receivable

Government-Wide and Fund Financial Statements

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

Real Estate, Personal Property Taxes and Tax Liens

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

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

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

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

Real Estate Tax Deferrals

Real estate tax deferrals are receivables from owners of real property that have entered into a tax deferral and recovery agreement with the Board of Assessors (M.G.L. Ch. 59, § 5).

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

Motor Vehicle and Other Excise Taxes

Motor vehicle excise taxes are assessed annually for each vehicle registered and are recorded as receivables in the year of the levy. The Commonwealth is responsible for reporting the number of vehicles registered and the fair values of those vehicles. The tax calculation is the fair value of the vehicle multiplied by \$25 per \$1,000 of value. Boat excise taxes are assessed annually for each boat registered and are recorded as receivables in the year of the levy. The Commonwealth is responsible for reporting the number of boats registered and the fair value of those boats. The assessor's department receives information from the Commonwealth and from the Town's Harbormaster department. The tax calculation is the fair value of the boat multiplied by \$10 per \$1,000 of value.

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

Water and Sewer User Fees

User fees are levied quarterly based on individual meter readings and are subject to penalties and interest if they are not paid by the respective due date. Unbilled user fees are estimated at year-end and are recorded as revenue in the current period. Water and Sewer liens are processed every year and included as a lien on the property owner's real estate tax bill. Water and Sewer charges and liens are recorded as receivables in the year of the levy.

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

Departmental and Other

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

Intergovernmental

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

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

G. Inventories

Government-Wide and Fund Financial Statements

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

H. Capital Assets

Government-Wide and Proprietary Fund Financial Statements

Capital assets, which include land, land improvements, buildings and building improvements, machinery and equipment, and infrastructure (e.g., roads, water mains, sewer mains, and similar items), are reported in the applicable governmental or business-type activity column of the government-wide financial statements, and the proprietary fund financial statements.

Capital assets are recorded at historical cost, or at estimated historical cost, if actual historical cost is not available. Donated capital assets; donated works of art, historical treasures and similar assets; and capital assets received in service concession arrangements are recorded at acquisition value. Except for the capital assets of the governmental activities column in the government-wide financial statements, construction period interest is capitalized on constructed capital assets.

All purchases and construction costs in excess of \$20,000 are capitalized at the date of acquisition or construction, respectively, with expected useful lives of greater than one year.

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

<u>Capital Asset Type</u>	<u>Estimated Useful Life (in years)</u>
Land improvements.....	20
Buildings.....	45
Buildings and improvements.....	10 - 45
Machinery and equipment.....	5 - 45
Infrastructure.....	45

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

Governmental Fund Financial Statements

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

I. Deferred Outflows/Inflows of Resources

Government-Wide Financial Statements (Net Position)

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

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

Governmental Fund Financial Statements

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

J. Interfund Receivables and Payables

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

Government-Wide Financial Statements

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

Fund Financial Statements

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

K. Interfund Transfers

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

Government-Wide Financial Statements

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

Fund Financial Statements

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

L. Unavailable Revenue

Unavailable revenue at the governmental fund financial statement level represents billed receivables that do not meet the available criterion in accordance with the current financial resources measurement focus and the modified accrual basis of accounting, i.e. receivables that are not considered to be available to liquidate liabilities of the current period. Unavailable revenue is recognized as revenue in the conversion to the government-wide (full accrual) financial statements.

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

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

Net position reported as “net investment in capital assets” includes capital assets, net of accumulated depreciation, less the principal balance of outstanding debt used to acquire capital assets. Unspent proceeds of capital related debt are not considered capital assets. Outstanding debt related to future reimbursements from the Massachusetts Clean Water Trust’s loan subsidy program is not considered to be capital related debt.

Net position has been “restricted for” the following:

“Permanent funds - restricted” represents the amounts of realized and unrealized investment earnings of donor restricted trusts. The donor restrictions and trustee policies only allows the trustees to approve spending of the realized investment earnings that support governmental programs.

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

“Community preservation” represents amounts held for uses restricted by law for community preservation purposes.

“Gifts and grants” represents amounts held of gift and grant funds.

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

Fund Financial Statements (Fund Balances)

Governmental fund equity is classified as fund balance. Fund balance is further classified as follows:

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

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

“Committed” fund balance includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government’s highest level of decision-making authority. Town Meeting is the highest level of decision making authority that can, by adoption of a Town Meeting warrant article, commit funds for a specific purpose. Once voted, the limitation imposed by the vote remains in place until the funds are used for their intended purpose or a Town Meeting vote is taken to rescind the commitment.

“Assigned” fund balance includes amounts that are constrained by the Town’s intent to be used for specific purposes, but are neither restricted nor committed. The Town Accountant is authorized to assign fund balance. Assignments generally only exist temporarily. Additional action does not have to be taken for the removal of an assignment.

“Unassigned” fund balance includes the residual classification for the general fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the general fund.

The Town’s spending policy is to spend restricted fund balance first, followed by committed, assigned and unassigned fund balance. Most governmental funds are designated for one purpose at the time of their creation.

Therefore, any expenditure from the fund will be allocated to the applicable fund balance classifications in the order of the aforementioned spending policy. The general fund and certain other funds may have more than one purpose.

N. Capital Lease Obligations

The Town can lease various assets under capital lease agreements. In the government-wide and proprietary funds financial statements, capital leases and the related lease obligations are reported as liabilities in the applicable governmental activities or proprietary funds statement of net position.

O. Long-term debt

Government-Wide and Proprietary Fund Financial Statements

Long-term debt is reported as liabilities in the government-wide and proprietary fund statement of net position. Material bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method.

Governmental Fund Financial Statements

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

The Town uses material bond premiums to reduce the total amount of the bond issuance.

P. Investment Income

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

Investment income from proprietary funds is voluntarily assigned and transferred to the general fund.

Q. Compensated Absences

Employees are granted vacation and sick leave in varying amounts based on collective bargaining agreements, state laws and executive policies.

Government-Wide and Proprietary Fund Financial Statements

Vested or accumulated vacation and sick leave are reported as liabilities and expensed as incurred.

Governmental Fund Financial Statements

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

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

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

S. Pensions

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

T. Total Column*Government-Wide Financial Statements*

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

Fund Financial Statements

The total column on the fund financial statements is presented only to facilitate financial analysis. Data in this column is not the equivalent of consolidated financial information.

NOTE 2 – CASH AND INVESTMENTS

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

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

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

The Town Treasurer is the custodian of funds held in the Other Postemployment Benefit (OPEB) Trust Fund. As of June 30, 2018, \$1,828,492 from the OPEB Trust Fund is included within the Town's investment balances in the following disclosures.

The OPEB Trust Fund is invested in the Pension Reserve Investment Trust (PRIT), which meets the criteria of an external investment pool. PRIT is administered by the Pension Reserves Investment Management Board, which was established by the Treasurer of the Commonwealth of Massachusetts who serves as Trustee. The fair value of the position in the PRIT is the same as the value of the PRIT shares. The effective weighted duration rate for PRIT investments ranged from 0.15 to 16.31 years.

Custodial Credit Risk – Deposits

In the case of deposits, this is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. The Town's policy related to custodial credit risk is to apply the guidelines established by Massachusetts General Law and to invest in institutions which are financially strong. At year-end, the carrying amount of deposits totaled \$14,623,920 and the bank balance totaled \$14,909,334. Of the bank balance, \$1,394,806 was covered by Federal Depository Insurance, \$4,066,734 was covered by the Depositors Insurance Fund, \$477,273 was covered by the Securities Investor Protection Corporation, \$7,613,322 was collateralized and \$1,357,199 was exposed to custodial credit risk because it was uninsured and uncollateralized.

Investments

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

Investment Type	Fair value	Maturities	
		Under 1 Year	1-5 Years
Debt securities:			
U.S. treasury bonds.....	\$ 443,562	\$ 345,171	\$ 98,391
Government sponsored enterprises.....	383,444	-	383,444
Corporate bonds.....	545,671	-	545,671
Total debt securities.....	1,372,677	\$ 345,171	\$ 1,027,506
Other investments:			
Equity securities.....	705,935		
Money market mutual funds.....	36,749		
Pension Reserve Investment Trust (PRIT).....	1,828,492		
Total investments.....	\$ 3,943,853		

Custodial Credit Risk – Investments

For an investment, this is the risk that, in the event of a failure by the counterparty, the Town will not be able to recover the value of its investments or collateral security that are in the possession of an outside party. To manage this risk, the Town uses only regulated custodians and will review the financial institution's financial statements of safety ratings from well-established ratings services. Further, all securities not held directly by the Town, will be held in the Town's name and tax identification number by a third-party custodian approved by the Treasurer and evidence by safekeeping receipts showing individual CUSIP numbers for each security. As of June 30, 2018, the Town's investments are all registered in the name and tax ID of the Town and all investment accounts are held in the Town's name as well as a third-party custodian, therefore, the Town is not subject to custodial credit risk for its investments.

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 the market interest rates. The Town's formal investment policy states that the Town will manage interest rate risk by managing the duration investments are held in an account. The Town limits the term of investment from between 1 and 5 years.

Credit Risk

The Town's formal investment policy states the Town will only purchase investment grade securities with a minimum of 80% in securities rated A or better. The Town may invest in the Massachusetts Municipal Depository Trust (MMDT) up to an amount not to exceed 50% of the municipality's investment aggregate. There is no limit to the amount of U.S. Treasury and U.S. Government Agency obligations that the Town may invest in.

The investment ratings for the Town at June 30, 2018 are as follows below:

Quality Rating	U.S. Treasury Bonds	Government Sponsored Enterprises	Corporate Bonds
Aaa.....	\$ 443,562	\$ 383,444	\$ -
A3.....	-	-	68,911
A2.....	-	-	120,109
Baa2.....	-	-	122,920
Baa1.....	-	-	233,731
Total.....	\$ <u>443,562</u>	\$ <u>383,444</u>	\$ <u>545,671</u>

Additionally, The Town's investments in PRIT are unrated.

Concentration of Credit Risk

The Town places a limit on the amount the Town may invest in any one issuer. With the exception of U.S. Treasury obligations or investments fully collateralized by U.S. Treasuries or agencies, and State pools, no more than 40% of the Town's investments may be invested in a single financial institution. This percentage may be increased for not more than 30 days during times of heavy collection or in anticipation of large payments that will be made by the Town in the near future. As of June 30, 2018, the Town's investments with a single issuer that represents 5 percent or more of the Town's total investments are below:

Issuer	Percentage of Total Investments
United States Treasury Notes.....	11%
Federal Home Loan Mortgage Corporation.....	10%

Fair Value of Investments

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

The following table presents financial assets at June 30, 2018, that the Town measures fair value on a recurring basis, by level, within the fair value hierarchy:

Investment Type	June 30, 2018	Fair Value Measurements Using		
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Investments measured at fair value:				
<u>Debt securities:</u>				
U.S. treasury bonds.....	\$ 443,562	\$ 443,562	\$ -	\$ -
Government sponsored enterprises.....	383,444	383,444	-	-
Corporate bonds.....	545,671	-	545,671	-
Total debt securities.....	1,372,677	827,006	545,671	-
<u>Other investments:</u>				
Equity securities.....	705,935	705,935	-	-
Money market mutual funds.....	36,749	36,749	-	-
Total other investments.....	742,684	742,684	-	-
Total investments measured at fair value.....	2,115,361	\$ 1,569,690	\$ 545,671	\$ -
Investments measured at net asset value:				
Pension Reserve Investment Trust (PRIT).....	1,828,492			
Total investments.....	\$ 3,943,853			

Government sponsored enterprises, U.S. treasury bonds, equity securities, and money market mutual funds are classified in Level 1 of the fair value hierarchy and are valued using prices quoted in active markets for those securities. Corporate bonds classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices. Investments classified in Level 3 are valued using significant unobservable inputs. The Town does not have any investments in this category.

PRIT investments are valued using the net asset value method. This investment pool was established by the Treasurer of the Commonwealth of Massachusetts, who serves as Trustee. PRIM is administered by the Pension Reserves Investment Management Board. The fair values of the positions in each investment Pool are the same

as the value of each Pool's shares. The Town does not have the ability to control any of the investment decisions relative to its funds in PRIT.

NOTE 3 – RECEIVABLES

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

	Gross Amount	Allowance for Uncollectibles	Net Amount
<u>Receivables:</u>			
Real estate and personal property taxes.....	\$ 137,981	\$ (2,887)	\$ 135,094
Tax liens.....	299,268	-	299,268
Motor vehicle and other excise taxes.....	98,885	(21,481)	77,404
Departmental and other.....	370,170	(226,871)	143,299
Intergovernmental.....	39,616	-	39,616
Loans.....	43,530	-	43,530
Total.....	\$ 989,450	\$ (251,239)	\$ 738,211

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

	Gross Amount	Allowance for Uncollectibles	Net Amount
<u>Receivables:</u>			
Water user charges.....	\$ 328,968	\$ -	\$ 328,968
Sewer user charges.....	326,670	-	326,670
Sewer intergovernmental - other.....	37,920	-	37,920
Total.....	\$ 693,558	\$ -	\$ 693,558

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

	General Fund	Other Governmental Funds	Total
<u>Receivables:</u>			
Real estate and personal property taxes.....	\$ 123,215	\$ 1,662	\$ 124,877
Tax liens.....	299,268	-	299,268
Motor vehicle and other excise taxes.....	77,404	-	77,404
Departmental and other.....	143,299	-	143,299
Tax foreclosures.....	11,792	-	11,792
Total.....	\$ 654,978	\$ 1,662	\$ 656,640

NOTE 4 – CAPITAL ASSETS

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

Governmental Activities

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities:				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 977,806	\$ -	\$ -	\$ 977,806
Construction in progress.....	221,536	30,085	(221,536)	30,085
Total capital assets not being depreciated.....	1,199,342	30,085	(221,536)	1,007,891
<u>Capital assets being depreciated:</u>				
Land improvements.....	919,677	973,235	-	1,892,912
Buildings.....	4,885,416	-	(56,740)	4,828,676
Buildings and improvements.....	1,490,870	1,179,090	-	2,669,960
Machinery and equipment.....	4,554,841	650,444	(52,114)	5,153,171
Infrastructure.....	6,778,831	863,306	-	7,642,137
Total capital assets being depreciated.....	18,629,635	3,666,075	(108,854)	22,186,856
<u>Less accumulated depreciation for:</u>				
Land improvements.....	(22,992)	(58,149)	-	(81,141)
Buildings.....	(4,339,137)	(50,162)	56,740	(4,332,559)
Buildings and improvements.....	(128,599)	(77,978)	-	(206,577)
Machinery and equipment.....	(3,600,277)	(346,577)	52,114	(3,894,740)
Infrastructure.....	(1,580,339)	(185,255)	-	(1,765,594)
Total accumulated depreciation.....	(9,671,344)	(718,121)	108,854	(10,280,611)
Total capital assets being depreciated, net.....	8,958,291	2,947,954	-	11,906,245
Total governmental activities capital assets, net.....	\$ 10,157,633	\$ 2,978,039	\$ (221,536)	\$ 12,914,136

Business-Type Activities

	Beginning Balance	Increases	Decreases	Ending Balance
Water:				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 175,000	\$ -	\$ -	\$ 175,000
Total capital assets not being depreciated.....	175,000	-	-	175,000
<u>Capital assets being depreciated:</u>				
Buildings.....	2,260,559	-	-	2,260,559
Buildings and improvements.....	1,403,058	-	-	1,403,058
Machinery and equipment.....	7,847,298	-	-	7,847,298
Infrastructure.....	3,142,876	1,216,436	-	4,359,312
Total capital assets being depreciated.....	14,653,791	1,216,436	-	15,870,227
<u>Less accumulated depreciation for:</u>				
Buildings.....	(1,019,891)	(53,654)	-	(1,073,545)
Buildings and improvements.....	(22,599)	(4,918)	-	(27,517)
Machinery and equipment.....	(7,088,155)	(108,278)	-	(7,196,433)
Infrastructure.....	(490,114)	(126,284)	-	(616,398)
Total accumulated depreciation.....	(8,620,759)	(293,134)	-	(8,913,893)
Total capital assets being depreciated, net.....	6,033,032	923,302	-	6,956,334
Total water activities capital assets, net.....	\$ 6,208,032	\$ 923,302	\$ -	\$ 7,131,334
Sewer:				
<u>Capital assets not being depreciated:</u>				
Construction in progress.....	\$ 193,892	\$ -	\$ (193,892)	\$ -
Total capital assets not being depreciated.....	193,892	-	(193,892)	-
<u>Capital assets being depreciated:</u>				
Buildings.....	6,441,825	-	-	6,441,825
Buildings and improvements.....	-	197,005	-	197,005
Machinery and equipment.....	2,531,676	-	-	2,531,676
Infrastructure.....	3,649,234	1,245,930	-	4,895,164
Total capital assets being depreciated.....	12,622,735	1,442,935	-	14,065,670
<u>Less accumulated depreciation for:</u>				
Buildings.....	(3,032,492)	(145,774)	-	(3,178,266)
Buildings and improvements.....	-	(4,925)	-	(4,925)
Machinery and equipment.....	(2,360,186)	(51,852)	-	(2,412,038)
Infrastructure.....	(1,013,767)	(115,034)	-	(1,128,801)
Total accumulated depreciation.....	(6,406,445)	(317,585)	-	(6,724,030)
Total capital assets being depreciated, net.....	6,216,290	1,125,350	-	7,341,640
Total sewer activities capital assets, net.....	\$ 6,410,182	\$ 1,125,350	\$ (193,892)	\$ 7,341,640

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

Governmental Activities:

General government.....	\$	101,463
Public safety.....		176,272
Public works.....		332,197
Health and human services.....		10,503
Culture and recreation.....		66,652
Community preservation.....		<u>31,034</u>
Total depreciation expense - governmental activities.....	\$	<u>718,121</u>

Business-Type Activities:

Water.....	\$	293,134
Sewer.....		<u>317,585</u>
Total depreciation expense - business-type activities.....	\$	<u>610,719</u>

NOTE 5 – INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS

As of June 30, 2018, the General Fund had an interfund receivable from the MCWT septic loan program and the highway improvements fund which reported interfund payables of \$43,530 and \$10 respectively. The purpose of this balance is to cover short-term cash needs that will be funded by future grant and loan repayments. Interfund transfers for the year ended June 30, 2018, are summarized as follows:

Transfers Out:	Transfers In:					Total
	General fund	Nonmajor governmental funds	Sewer enterprise fund	Water enterprise fund		
General fund.....	\$ -	\$ -	\$ 311,273	\$ 275,000	\$	586,273 (1)
Nonmajor governmental funds.....	45,000	151,969	-	-		196,969 (2)
Sewer enterprise fund.....	324,709	-	-	-		324,709 (3)
Water enterprise fund.....	<u>117,453</u>	<u>-</u>	<u>-</u>	<u>-</u>		<u>117,453 (3)</u>
Total.....	<u>\$ 487,162</u>	<u>\$ 151,969</u>	<u>\$ 311,273</u>	<u>\$ 275,000</u>	\$	<u>1,225,404</u>

- (1) Represents budgeted transfers from the general fund to support water and sewer operations and the general fund portion of sewer fund related debt, including \$250,000 and \$235,000 retirement of water and sewer BANs, respectively.
- (2) Represents transfers from amounts collected in other funds used to fund the Town's operating budget, as well as the transfers within special revenue funds for harbor projects.
- (3) Represents budgeted transfers from the enterprise funds for various charges.

Additionally, the general fund reported capital contributions to the water enterprise fund totaling \$3,102,019 to finance capital projects.

NOTE 6 – SHORT-TERM FINANCING

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

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

Short-term loans are general obligations and carry maturity dates that are limited by statute. Interest expenditures and expenses for short-term borrowings are accounted for in the general fund and enterprise funds respectively.

The Town had the following short-term debt activity during 2018:

Type	Purpose	Rate (%)	Due Date	Balance at June 30, 2017	Renewed/ Issued	Retired/ Redeemed	Balance at June 30, 2018
Water Enterprise Fund:							
BAN	Municipal Purpose.....	1.44%	03/30/18	\$ 1,350,000	\$ -	\$ (1,350,000)	\$ -
	Total Water Enterprise Fund.....			1,350,000	-	(1,350,000)	-
Sewer Enterprise Fund:							
BAN	Municipal Purpose.....	1.44%	03/30/18	\$ 750,000	-	(750,000)	-
	Total Sewer Enterprise Fund.....			750,000	-	(750,000)	-
	Total Enterprise Fund.....			\$ 2,100,000	\$ -	\$ (2,100,000)	\$ -

NOTE 7 – LONG-TERM DEBT

Under the provisions of Chapter 44, Section 10, Municipal Law authorizes indebtedness up to a limit of 5% of the equalized valuation. Debt issued in accordance with this section of the law is designated as being "inside the debt limit". In addition, however, debt may be authorized in excess of that limit for specific purposes. Such debt, when issued, is designated as being "outside the debt limit".

Details related to the outstanding indebtedness at June 30, 2018, and the debt service requirements are as follows on the next page.

Bonds and Notes Payable Schedule – Governmental Funds

Project	Maturities Through	Original Loan Amount	Interest Rate (%)	Outstanding at June 30, 2018
Municipal Purpose Bonds of 2012.....	2031	\$ 2,711,000	2.00-4.00	\$ 1,880,000
Municipal Purpose Refunding Bonds of 2013.....	2023	1,033,100	1.75-2.00	351,000
Municipal Purpose Bonds of 2015.....	2032	1,731,000	2.70	1,386,000
Municipal Purpose Bonds of 2015.....	2019	620,000	2.00	128,000
Total Governmental Bonds Payable.....				<u>3,745,000</u>
Water Building Road Repair and Construction.....	2031	150,000	2.00-4.00	85,000
Water Refunding Bonds of 2015.....	2023	1,061,900	1.75-2.00	489,000
Water.....	2019	110,000	2.00	18,000
Water System Improvements.....	2037	1,440,000	2.00	1,381,752
Water Pipe Bonds of 2018.....	2033	93,000	5.00	93,000
Water System Improvements Bonds of 2018.....	2033	918,500	5.00	918,500
Water System Improvements (2) Bonds of 2018.....	2033	1,837,000	5.00	<u>1,837,000</u>
Total Governmental Water Bonds Payable.....				<u>4,822,252</u>
Total Bonds Payable.....				8,567,252
Add: Unamortized premium on bonds.....				<u>253,519</u>
Total Bonds Payable, net.....				<u>\$ 8,820,771</u>

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

Year	Principal	Interest	Total
2019.....	\$ 805,015	\$ 270,434	\$ 1,075,449
2020.....	665,809	251,360	917,169
2021.....	672,131	232,027	904,158
2022.....	643,481	212,277	855,758
2023.....	629,861	192,990	822,851
2024.....	511,270	172,831	684,101
2025.....	522,710	154,525	677,235
2026.....	499,182	135,468	634,650
2027.....	485,686	116,561	602,247
2028.....	492,222	97,971	590,193
2029.....	503,792	79,084	582,876
2030.....	520,395	63,006	583,401
2031.....	527,034	45,904	572,938
2032.....	418,708	28,613	447,321
2033.....	330,419	15,719	346,138
2034.....	82,167	5,969	88,136
2035.....	83,952	4,308	88,260
2036.....	85,777	2,610	88,387
2037.....	<u>87,641</u>	<u>876</u>	<u>88,517</u>
Total.....	<u>\$ 8,567,252</u>	<u>\$ 2,082,533</u>	<u>\$ 10,649,785</u>

Bonds and Notes Payable Schedule – Sewer Enterprise Fund

Project	Maturities Through	Original Loan Amount	Interest Rate (%)	Outstanding at June 30, 2018
MCWT II.....	2020	\$ 1,026,694	6.00	\$ 130,000
Sewer.....	2025	70,000	2.00-4.00	35,000
Sewer.....	2019	190,000	2.00	38,000
Wastewater Management Plan.....	2022	234,450	2.00	189,555
Sewer Pipe Bonds of 2018.....	2021	15,000	5.00	15,000
Sewer Improvement Bonds of 2018.....	2033	459,500	5.00	459,500
Sewer Improvement (2) Bonds of 2018.....	2033	1,837,000	5.00	1,837,000
Total Bonds Payable.....				2,704,055
Add: Unamortized premium on bonds.....				205,519
Total Bonds Payable, net.....				<u>\$ 2,909,574</u>

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

Year	Principal	Interest	Total
2019.....	\$ 270,372	\$ 105,412	\$ 375,784
2020.....	236,868	98,497	335,365
2021.....	177,887	89,613	267,500
2022.....	178,928	82,247	261,175
2023.....	135,000	75,356	210,356
2024.....	140,000	68,708	208,708
2025.....	150,000	61,800	211,800
2026.....	150,000	54,386	204,386
2027.....	160,000	46,888	206,888
2028.....	170,000	38,886	208,886
2029.....	175,000	30,386	205,386
2030.....	180,000	24,700	204,700
2031.....	185,000	18,850	203,850
2032.....	195,000	12,838	207,838
2033.....	200,000	6,500	206,500
Total.....	<u>\$ 2,704,055</u>	<u>\$ 815,067</u>	<u>\$ 3,519,122</u>

The Town is scheduled to be subsidized by the Massachusetts Clean Water Trust (MCWT) on a periodic basis for principal in the amount of \$37,920 and interest costs of \$6,631. Thus, net MCWT loan repayments, including interest, are scheduled to be \$44,551. The principal subsidies are guaranteed and therefore a \$37,920 intergovernmental receivable has been reported in the business-type financial statements. Since the Town is legally obligated for the total amount of the debt, such amounts have been reported in the accompanying basic financial statements. The 2018 principal and interest subsidies totaled \$17,740 and \$7,065, respectively.

The Town's General Fund is responsible for principal and interest payments relating to bonds issued to acquire assets owned by the Water Enterprise Fund. As a result, those bonds are reported as liabilities of the Governmental Activities in the Entity-Wide financial statements in the amount of \$4,822,252.

The General Fund is responsible for 25% of principal and interest payments related to bonds payable issued for the Sewer Enterprise Fund. As a result, the Town has reported 100% of debt service payments related to those bonds in the Sewer Enterprise Fund and has recorded a transfer of \$44,132 from the General Fund to the Sewer Enterprise Fund for the General Funds portion of Sewer debt principal and interest payments.

The Town is subject to various debt limits by statute and may issue additional general obligation debt under the normal debt limit. At June 30, 2018, the Town had the following authorized and unissued debt:

Purpose	Amount
Harbor Dredging and Improvements.....	\$ <u>1,000,000</u>

Changes in Long-term Liabilities

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

	Beginning Balance	Bonds and Notes Issued	Bonds and Notes Redeemed	Other Increases	Other Decreases	Ending Balance	Due Within One Year
Governmental Activities:							
Long-term bonds payable.....	\$ 6,404,000	\$ 2,848,500	\$ (685,248)	\$ -	\$ -	\$ 8,567,252	\$ 805,015
Add: Unamortized premium on bonds...	-	253,519	-	-	-	253,519	30,109
Total bonds payable.....	6,404,000	3,102,019	(685,248)	-	-	8,820,771	835,124
Compensated absences.....	216,000	-	-	161,000	(155,000)	222,000	159,000
Net pension liability.....	12,177,695	-	-	319,495	(955,068)	11,542,122	-
Other postemployment benefits.....	6,511,082	-	-	773,136	(867,468)	6,416,750	-
Total governmental activity long-term liabilities.....	\$ <u>25,308,777</u>	\$ <u>3,102,019</u>	\$ <u>(685,248)</u>	\$ <u>1,253,631</u>	\$ <u>(1,977,536)</u>	\$ <u>27,001,643</u>	\$ <u>994,124</u>
Business-Type Activities:							
Long-term bonds payable.....	\$ 545,450	\$ 2,311,500	\$ (152,895)	\$ -	\$ -	\$ 2,704,055	\$ 270,372
Add: Unamortized premium on bonds...	-	205,519	-	-	-	205,519	24,632
Total bonds payable.....	545,450	2,517,019	(152,895)	-	-	2,909,574	295,004
Compensated absences.....	49,000	-	-	40,000	(40,000)	49,000	40,000
Net pension liability.....	1,070,243	-	-	135,628	(92,157)	1,113,714	-
Other postemployment benefits.....	490,082	-	-	30,840	(65,294)	455,628	-
Total business-type activity long-term liabilities.....	\$ <u>2,154,775</u>	\$ <u>2,517,019</u>	\$ <u>(152,895)</u>	\$ <u>206,468</u>	\$ <u>(197,451)</u>	\$ <u>4,527,916</u>	\$ <u>335,004</u>

The long-term liabilities will be liquidated in the future by the general fund and enterprise funds.

NOTE 8 – GOVERNMENTAL FUND BALANCE CLASSIFICATIONS

The Town classifies fund balances according to the constraints imposed on the use of those resources. The Town reports two major types of fund balances, which are nonspendable and spendable. Nonspendable fund balances are balances that cannot be spent because they are not expected to be converted to cash or they are legally or contractually required to remain intact. Examples of this classification are prepaid items, inventories, and principal (corpus) of an endowment fund. The Town has reported principal portions of endowment funds as nonspendable.

In addition to the nonspendable fund balance, the Town reports spendable fund balances, based on a hierarchy of spending constraints.

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

The Town's spending policy is to spend restricted fund balance first, followed by committed, assigned and unassigned fund balance. Most governmental funds are designated for one purpose at the time of their creation. Therefore, any expenditure from the fund will be allocated to the applicable fund balance classifications in the order of the aforementioned spending policy. The general fund and certain other funds may have more than one purpose.

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

At year end the balance of the General Stabilization Fund totaled \$1.64 million and has been reported as unassigned fund balance within the General Fund.

As of June 30, 2018, the governmental fund balances consisted of the following:

	General	Community Preservation	Nonmajor Governmental Funds	Total Governmental Funds
Fund Balances:				
Nonspendable:				
Permanent fund principal.....	\$ -	\$ -	\$ 383,078	\$ 383,078
Restricted for:				
Community preservation.....	-	801,859	-	801,859
Gifts.....	-	-	226,546	226,546
Harbormaster.....	-	-	115,766	115,766
Special revenue trusts.....	-	-	184,684	184,684
Recreation revolving.....	-	-	436,343	436,343
Planning/conservation commission and consol.....	-	-	80,540	80,540
Harbor improvement.....	-	-	371,258	371,258
State grants.....	-	-	114,350	114,350
Affordable housing trust.....	-	-	136,713	136,713
Other special revenue.....	-	-	216,311	216,311
Storm damage repairs.....	-	-	12,934	12,934
Expendable trusts.....	-	-	24,374	24,374
Committed to:				
Articles and continuing appropriations:				
Town Hall upgrades.....	95,928	-	-	95,928
Facility planning and design.....	100,000	-	-	100,000
Street light purchase and conversion.....	296,208	-	-	296,208
Computer network and IT upgrades.....	12,978	-	-	12,978
Voting tabulating machines.....	2,500	-	-	2,500
Fire engine.....	170,000	-	-	170,000
Fire department turn out gear.....	16,995	-	-	16,995
DPW garage bay and office additions.....	57,878	-	-	57,878
Electrical control upgrades.....	20,000	-	-	20,000
Storm drains.....	494,264	-	-	494,264
Road maintenance and construction.....	220,708	-	-	220,708
Tuck's Point chowder house.....	25,000	-	-	25,000
Bell court repairs.....	46,599	-	-	46,599
Trench box, small bucket and roller.....	37,573	-	-	37,573
Guardrail replacement.....	15,000	-	-	15,000
Storm damage repairs.....	150,000	-	-	150,000
Central Street culvert.....	302,152	-	-	302,152
Library teen area design plans.....	4,925	-	-	4,925
Library wiring and office upgrade.....	6,084	-	-	6,084
Sweeney parking lot.....	40,000	-	-	40,000
Assigned to:				
Encumbrances:				
Selectmen.....	1,902	-	-	1,902
Treasurer/Collector.....	1,000	-	-	1,000
Town clerk.....	7,636	-	-	7,636
Legal.....	42,374	-	-	42,374
Appeals board.....	378	-	-	378
Worker's compensation.....	23,465	-	-	23,465
Liability insurance.....	460	-	-	460
Police.....	32	-	-	32
Parking clerk.....	3,110	-	-	3,110
Fire.....	144	-	-	144
Public works.....	11,061	-	-	11,061
Rubbish collection.....	3,851	-	-	3,851
Conservation commission.....	4,643	-	-	4,643
Tuck's Point.....	29,876	-	-	29,876
Building and grounds.....	5,212	-	-	5,212
Memorial Day.....	1,000	-	-	1,000
Unassigned.....	6,177,712	-	-	6,177,712
Total Fund Balances.....	\$ 8,428,648	\$ 801,859	\$ 2,302,897	\$ 11,533,404

NOTE 9 – RISK FINANCING

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance. The Town participates in a premium-based health care plan for its active employees. The amount of claim settlements has not exceeded insurance coverage in any of the previous three years.

The Town is self-insured for workers' compensation insurance activities. These claims are administered by a third party administrator and are funded on a pay-as-you-go basis from annual appropriations. At June 30, 2018, the Town did not have a workers compensation liability.

NOTE 10 – PENSION PLAN

Plan Description - The Town contributes to the Essex Regional Retirement System (the System), a cost-sharing multiple-employer defined benefit pension plan administered by the Essex Regional Retirement Board (the Board). Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the plan. The System issues a publicly available audited financial report. That report may be obtained by contacting the System located at 491 Maple Street, Danvers, Massachusetts, 01923 or by visiting www.essexregional.org or www.mass.gov/perac.

Benefits Provided – The System provides retirement, disability, survivor and death benefits to plan members and beneficiaries. Massachusetts Contributory Retirement System benefits are, with certain exceptions, uniform from system to system. The System provides for retirement allowance benefits up to a maximum of 80% of a member's highest three-year average annual rate of regular compensation. For persons who became members on or after April 2, 2012, average salary is the average annual rate of regular compensation received during the five consecutive years that produce the highest average, or, if greater, during the last five years (whether or not consecutive) preceding retirement. Benefit payments are based upon a member's age, length of creditable service, level of compensation, and group classification. Members become vested after ten years of creditable service.

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

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

Contributions - Chapter 32 of the MGL governs the contributions of plan members. Active plan members are required to contribute to the System at rates ranging from 5% to 9% of gross regular compensation with an additional 2% contribution required for compensation exceeding \$30,000. The percentage rate is keyed to the date upon which an employee's membership commences. The Town is required to pay into the System its share of the system-wide actuarial determined contribution that is apportioned among the employers based on active current regular payroll. The actuarially determined Town contribution is an amount, when combined with employee contributions, is expected to finance the cost of benefits earned by the employees during the year, with an additional amount to finance the unfunded liability. The Town's contribution to the System for the year ended June 30, 2018, was \$1,047,225, which equaled its required contribution and was 22.43% of covered payroll. The required contribution was actuarially determined as an amount that, when combined with plan member

contributions, is expected to finance the costs of benefits earned by plan members during the year, with an additional amount to finance any unfunded accrued liability.

Pension Liabilities - At June 30, 2018, the Town reported a liability of \$12,655,836, for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of January 1, 2018. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating members, actuarially determined. At December 31, 2017, the Town's proportion was 3.36%, which decreased 0.08% from its proportion measured as of December 31, 2016.

Pension Expense - For the year ended June 30, 2018, the Town recognized a pension expense of \$1,420,589. At June 30, 2018, the Town reported deferred outflows of resources related to pensions of \$1,333,376, and deferred inflows of resources related to pensions of \$967,800.

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

Deferred Category	Deferred Outflows of Resources	Deferred Inflows of Resources	Total
Differences between expected and actual experience.....	\$ -	\$ (179,104)	\$ (179,104)
Difference between projected and actual earnings.....	-	(557,211)	(557,211)
Changes in assumptions.....	1,039,081	-	1,039,081
Changes in proportion and difference between employer contributions and proportionate share of contributions.....	294,295	(231,485)	62,810
Total deferred outflows/(inflows) of resources.....	\$ <u>1,333,376</u>	\$ <u>(967,800)</u>	\$ <u>365,576</u>

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

Year ended June 30:

2019.....	\$ 247,881
2020.....	260,196
2021.....	(18,103)
2022.....	<u>(124,398)</u>
Total.....	\$ <u>365,576</u>

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

Valuation date.....	January 1, 2018
Actuarial cost method.....	Entry Age Normal Cost Method.
Amortization method.....	Level payments on the 2002 and 2003 ERI liability.
Remaining amortization period.....	19 years from July 1, 2016 for non-ERI liability, 3 years from July 1, 2016 for 2002 ERI, and 4 years from July 1, 2016 for 2003 ERI.
Asset valuation method.....	Market value of assets less unrecognized returns in each of the last five years. Unrecognized return is equal to the difference between the actual and expected return on a market value basis, and is recognized over a five-year period, further adjusted, if necessary, to be within 10% of market value.
Investment rate of return.....	7.50%, net of pension plan investment expense, including inflation.
Discount rate.....	7.50%
Inflation rate.....	2.75%
Projected salary increases.....	Based on years of service, ranging from 7.50% at 0 years of service decreasing to 3.75% after 5 years of service.
Cost of living adjustments.....	3% of the first \$14,000
Mortality rates:	
Pre-Retirement.....	RP-2000 Employee Mortality Table projected generationally with Scale BB.
Healthy Retiree.....	RP-2000 Healthy Annuitant Mortality Table projected generationally with Scale BB.
Disabled Retiree.....	RP-2000 Healthy Annuitant Mortality Table, set forward two years projected generationally with Scale BB.

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

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation and subtracting expected investment expenses and a risk margin. The System's expected future real rate of return, after deducting inflation, but before investment expense, used in the derivation of the long-term investment rate of return assumption as of December 31, 2017 are summarized in the table on the following page.

Asset Class	Long-Term Expected Asset Allocation	Long-Term Expected Real Rate of Return
Domestic equity.....	17.50%	6.15%
International developed markets equity.....	15.50%	7.11%
International emerging markets equity.....	6.00%	9.41%
Core fixed income.....	12.00%	1.68%
High-yield fixed income.....	10.00%	4.13%
Real estate.....	10.00%	4.90%
Commodities.....	4.00%	4.71%
Hedge fund, GTAA, Risk parity.....	13.00%	3.94%
Private Equity.....	12.00%	10.28%
Total.....	100.00%	

Rate of Return – For the year ended December 31, 2017, the annual money-weighted rate of return on pension plan investments, net of pension plan investment expense, was 17.11%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

Discount Rate – The discount rate used to measure the total pension liability was 7.50%. The projection of cash flows used to determine the discount rate assumed plan member contributions will be made at the current contribution rate and that contributions will be made at rates equal to the actuarially determined contribution rate. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members and inactive members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Net Position Liability to Changes in the Discount Rate – The following presents the net position liability, calculated using the discount rate of 7.50%, as well as what the net position liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.50%) or 1-percentage-point higher (8.50%) than the current rate:

	1% Decrease (6.50%)	Current Discount (7.50%)	1% Increase (8.50%)
The Town's proportionate share of the net pension liability.....	\$ 15,922,581	\$ 12,655,836	\$ 9,908,049
ERRS total net pension liability.....	\$ 473,500,765	\$ 376,355,338	\$ 294,642,498

Pension plan fiduciary net position - Detailed information about the pension plan's fiduciary net position is available in the separately issued Essex Regional Retirement System's financial report.

Changes in Assumptions – Effective January 1, 2018:

- The net investment return assumption was lowered from 7.75% to 7.50%.
- The inflation rate was lowered from 4.00% to 2.75%.

- The assumed interest on employee contributions was increased from 2.0% to 3.5%
- The administrative expense assumption was lowered from \$1,127,500 to \$1,000,000.
- The retirement rates for employees in Groups 1 and 2 hired after April 1, 2012 and in Group 4 were revised to match the rates for employees hired before April 1, 2012 and there were minor changes to the rates prior to age 54 for Group 4 employees.
- The percentage of employees assumed to be married was lowered from 100% to 80%.
- The percentage of accidental disability retirees who are expected to die from the same cause as the disability was lowered from 40% to 20% for Groups 1 and 2 employees and increased from 40% to 60% for Group 4 employees.
- The allowance for net 3(8)(c) payments was changed from an estimated liability to a term cost added to the service cost.

Changes in Plan Provisions – None

NOTE 11 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS

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

Funding Policy – Contribution requirements are also negotiated between the Town and union representatives. The required contribution is based on a pay-as-you-go financing requirement. The Town contributes 70.0% to 80.0% of the cost of current-year premiums for eligible retired plan members and their spouses. Plan members receiving benefits contribute the remaining 20.0% to 30.0% of their premium costs. For 2018, the Town’s age adjusted contribution to the plan totaled approximately \$816,000. For the year ended June 30, 2018, the Town’s average contribution rate was 18.85% of covered-employee payroll.

The Commonwealth of Massachusetts passed special legislation that has allowed the Town to establish a postemployment benefit trust fund and to enable the Town to begin pre-funding its other postemployment benefits (OPEB) liabilities. The Town has named the Health Care Security Board of Trustees (HCSBT) as Trustees of the OPEB Fund and as such has authorized the OPEB Trust Funds to be invested entirely in the State Retirement Benefits Trust Fund (SRBT Fund). Massachusetts General Law directs the HSCBT to invest the SRBT Fund in the Pension Reserves Investment Trust (PRIT) Fund. The Trustees have adopted a trust agreement detailing their duties and responsibilities as Trustees. The PRIT Fund is subject to oversight by the Pension Reserves Investment Management Board (PRIM) Board. A nine member Board of Trustees governs the PRIM Board. The Board of Trustees has the authority to employ an Executive Director, outside investment managers, custodians, consultants, and others as it deems necessary to formulate policies and procedures and to take such other actions as necessary and appropriate to manage the assets of the PRIT fund.

During 2018, the Town pre-funded future OPEB liabilities totaling approximately \$252,000, by contributing funds to the OPEB fund in excess of the pay-as-you-go required contribution. These funds are reported within the Town’s Fiduciary Fund financial statements. As of June 30, 2018, the balance of this fund totaled \$1.8 million.

GASB Statement #74 – OPEB Plan Financial Reporting

Measurement Date – GASB #74 requires the net OPEB liability to be measured as of the OPEB Plan's most recent fiscal year-end. Accordingly, the net OPEB liability was measured as of June 30, 2018, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of June 30, 2016.

Employees Covered by Benefit Terms – The following table represents the Plan's membership at June 30, 2016, the date of the actuarial valuation:

Active members.....	67
Inactive members currently receiving benefits.....	<u>114</u>
Total.....	<u>181</u>

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

Total OPEB liability.....	\$ 8,489,379
Less: OPEB plan's fiduciary net position.....	<u>(1,828,492)</u>
Net OPEB liability.....	<u>\$ 6,660,887</u>
The OPEB plan's fiduciary net position as a percentage of the total OPEB liability.....	21.54%

Significant Actuarial Methods and Assumptions – The total OPEB liability in the June 30, 2016, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified, that was updated to June 30, 2018, to be in accordance with GASB Statement #74:

Valuation date.....	7/1/2016
Actuarial cost method.....	Entry Age Normal
Investment rate of return/discount rate.....	Full Prefunding: 7.5%, net of investment expenses
Medical inflation rate.....	5.0% decreasing to 4.5% for periods starting in 2017
Participation rate.....	95% of future retirees are assumed to participate in the retiree medical plan. 95% of future retirees are assumed to elect life insurance.
Inflation rate.....	2.75%
Marital status.....	75% of male Town employees and 65% of female Town employees are assumed to have covered spouse at retirement. Wives are assumed to be three years younger than their husbands.

Termination benefit.....	95% of current actives over age 50 with at least 10 years of service are expected to elect medical coverage starting at age 65.
Medical plan costs.....	The estimated gross per capita incurred claim costs all retirees and beneficiaries during 2016-17 at age 64 and 54 are \$17,999 and \$3,691, respectively. Medicare eligible retirees' per capita claims costs at age 65 is \$4,159. It is assumed that future retirees participate in the same manner as current retirees. Per capita costs were developed from age adjusting a blend of current premium rates for various insured arrangements. Employee cost sharing is based on current rates. Future cost sharing is based on the weighted average of the current cost sharing of retirees and beneficiaries. Premium costs include costs of administration.
Amortization Periods.....	26 year level percent of pay assuming 4% increasing payments, closed basis. For a closed basis, the amortization period is a specific number of years that is counted from one date, declining to zero with the passage of time.
Mortality.....	It is assumed that both pre-retirement mortality and beneficiary mortality is represented by the RP-2014 Blue Collar Mortality with Scale MP-2015, fully generational. Morality for retired members for Group 1 and 2 is represented by the RP-2014 Blue Collar Mortality Table set forward five years for males and 3 years for females, fully generational. Mortality for retired members for Group 4 is represented by the RP-2014 Blue Collar Mortality Table set forward three years for males and six years for females, fully generational. Mortality for disable members for Group 4 is represented by the RP-2000 Mortality Table set forward two years. Generational adjusting is based on Scale MP-2015.
Asset valuation method.....	Market Value

Rate of return – For the year ended June 30, 2018, the annual money-weighted rate of return on investments, net of investment expense, was 9.54%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The Plan's expected future real rate of return is added to the expected inflation rate to produce the long-term expected nominal rate of return of 7.5%.

Best estimates of geometric real rates of return for each major asset class included in the OPEB plan's target asset allocation as of June 30, 2018, are summarized in the following table:

<u>Asset Class</u>	<u>Long-Term Expected Asset Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Global equity		
US equity.....	18%	7.60%
International equity.....	16%	7.80%
Emerging International equity.....	6%	9.30%
Core fixed income.....		
Core bonds.....	5%	3.75%
20+ year treasury STRIPS.....	2%	3.50%
TIPS.....	5%	3.75%
Value added fixed income.....	10%	6.60%
Private equity.....	12%	9.50%
Real estate.....	10%	6.70%
Timberland.....	4%	6.25%
Portfolio Completion Strategies.....	13%	6.54%
Total.....	100%	

Discount rate – The discount rate used to measure the total OPEB liability was 7.50% as of June 30, 2018 and 2017. The projection of cash flows used to determine the discount rate assumed that contributions will be made in accordance with the Plan's funding policy. Based on those assumptions, the OPEB plan's fiduciary net position was projected to be available to make all projected future benefit payments to current plan members. Therefore, the long-term expected rate of return on the OPEB plan assets was applied to all periods of projected benefit payments to determine the total OPEB liability.

Sensitivity of the Net OPEB Liability to Changes in the Discount Rate – The following table presents the net other postemployment benefit liability, calculated using the discount rate of 7.50%, as well as what the net other postemployment benefit liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.50%) or 1-percentage-point higher (8.50%) than the current rate.

	<u>1% Decrease (6.50%)</u>	<u>Current Discount Rate (7.50%)</u>	<u>1% Increase (8.50%)</u>
Total OPEB Liability.....	\$ 7,733,070	\$ 6,660,886	\$ 5,766,482

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

	1% Decrease	Current Trend	1% Increase
Total OPEB Liability.....	\$ 5,652,058	\$ 6,660,887	\$ 7,704,847

Changes of Assumptions – In the June 30, 2016 valuation, the discount rate was lowered from 8% to 7.5%; and the actuarial cost method was changed from the projected unit to the entry age normal actuarial cost method.

Changes in Plan Provisions – None.

GASB Statement #75 – OPEB Employer Financial Reporting

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

Measurement Date – GASB Statement #75 requires the net OPEB liability to be measured as of a date no earlier than the end of the employer's prior fiscal year and no later than the end of the employer's current fiscal year, consistently applied from period to period. Accordingly, the net OPEB liability was measured as of June 30, 2017, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of June 30, 2016. The plan membership and actuarial assumptions are consistent with those used for GASB Statement #74, since the same actuarial valuation was used.

Changes in the Net OPEB Liability

	Increase (Decrease)		
	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability (a) - (b)
Balances at June 30, 2016.....	\$ 8,064,806	\$ 1,063,642	\$ 7,001,164
Changes for the year:			
Service cost.....	207,285	-	207,285
Interest on liability and service cost.....	596,691	-	596,691
Benefit payments.....	(563,006)	(563,006)	-
Employer contributions.....	-	808,870	(808,870)
Investment income.....	-	123,892	(123,892)
Net change.....	240,970	369,756	(128,786)
Balances at June 30, 2017.....	\$ 8,305,776	\$ 1,433,398	\$ 6,872,378

Sensitivity of the Net OPEB Liability to Changes in the Discount Rate – The following table presents the net other postemployment benefit liability, calculated using the discount rate of 7.50%, as well as what the net other postemployment benefit liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.50%) or 1-percentage-point higher (8.50%) than the current rate.

	1% Decrease (6.50%)	Current Discount Rate (7.50%)	1% Increase (8.50%)
Total OPEB Liability.....	\$ 7,823,462	\$ 6,872,378	\$ 6,081,937

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

	1% Decrease	Current Trend	1% Increase
Total OPEB Liability.....	\$ 5,979,752	\$ 6,872,378	\$ 7,952,314

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB – For the year ended June 30, 2017, the GASB Statement #75 measurement date, the Town recognized OPEB expense of \$680,084. At June 30, 2018, the Town reported deferred outflows of resources related to OPEB of \$815,627 related to contributions after the measurement date, which will be reported as a component of OPEB expense in fiscal year 2019, and deferred inflows of resources related to OPEB of \$430,201 from the difference between projected and actual investment earnings.

Amounts reported as deferred inflows of resources related to OPEB, from the difference between projected and actual investment earnings, will be recognized in OPEB expense as follows:

Fiscal year ended June 30:

2019.....	\$	(107,551)
2020.....		(107,550)
2021.....		(107,550)
2022.....		<u>(107,550)</u>
Total.....	\$	<u><u>(430,201)</u></u>

Changes of Assumptions – In the June 30, 2016 valuation, the discount rate was lowered from 8% to 7.5%; and the actuarial cost method was changed from the projected unit to the entry age normal actuarial cost method.

Changes in Plan Provisions – None

NOTE 12 – LANDFILL CLOSURE, ENVIRONMENTAL REMEDIATION AND POSTCLOSURE CARE

The Department of Environmental Protection (DEP) has identified the Town as one of the responsible parties in relation to a contaminated site which was previously used as a burn dump. The Town has performed an initial assessment of the site in order to identify the perimeter and depth of the contamination.

In May 2009, the Town voted to approve the issuance of \$2.4 million in general obligation bonds to acquire the properties to mitigate the Town's risk. The Town has since purchased the three properties and has removed the buildings. The Town has established a remediation plan submitted to the Massachusetts Department of Environmental Protection in April 2014, regarding properties located at Pine Street and Rockwood Heights Road. In April 2014, the Town voted to approve the issuance of \$1.7 million for the total amount needed for environmental engineering, testing, design and clean-up of the sites. As of June 30, 2018, the Town has spent approximately \$1.4 million related to the clean-up and required monitoring. The Town estimates that there are minimal costs remaining related to the clean-up and required monitoring and therefore no liability has been reported.

NOTE 13 – COMMITMENTS

At year end the Town had various ongoing projects for water pipe improvements, sewer pipe improvements, sewer pump station improvements and repairs as well as road paving. At the October 2018 Special Town Meeting, the Town voted and approved a debt exclusion in the amount of \$52 million for the new construction of the Manchester Memorial Elementary School. The District expects approximately 36% reimbursement of eligible project costs from the Massachusetts School Building Authority (MSBA). The remaining amount is assessed to the Towns of Essex and Manchester under the current district allocation agreement.

NOTE 14 – CONTINGENCIES

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

NOTE 15 – REVISION OF NET POSITION PREVIOUSLY REPORTED

The Town revised its beginning net position to reflect the implementation of GASB Statement #75 *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. The cumulative effect of the revision is as follows:

	06/30/2017 Previously Reported Balances	Implementation of GASB #75	06/30/2017 Revised Balances
Government-Wide Financial Statements			
Governmental activities.....	\$ 3,504,218	\$ (4,727,994)	\$ (1,223,776)
Business-type activities.....	<u>12,041,475</u>	<u>(333,482)</u>	<u>11,707,993</u>
Total.....	<u>\$ 15,545,693</u>	<u>\$ (5,061,476)</u>	<u>\$ 10,484,217</u>
Business-type Activities - Enterprise Funds			
Sewer enterprise fund.....	\$ 5,740,577	\$ (166,741)	\$ 5,573,836
Water enterprise fund.....	<u>6,300,898</u>	<u>(166,741)</u>	<u>6,134,157</u>
Total.....	<u>\$ 12,041,475</u>	<u>\$ (333,482)</u>	<u>\$ 11,707,993</u>

NOTE 16 – SUBSEQUENT EVENTS

Management has evaluated subsequent events through December 18, 2018, which is the date the financial statements were available to be issued.

NOTE 17 – IMPLEMENTATION OF NEW GASB PRONOUNCEMENTS

During 2018, the following GASB pronouncements were implemented:

- GASB Statement #75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. The basic financial statements, related notes and required supplementary information were updated to be in compliance with this pronouncement.
- GASB Statement #81, *Irrevocable Split-Interest Agreements*. This pronouncement did not impact the basic financial statements.
- GASB Statement #85, *Omnibus 2017*. This pronouncement did not impact the basic financial statements.
- GASB Statement #86, *Certain Debt Extinguishment Issues*. This pronouncement did not impact the basic financial statements.

The following GASB pronouncements will be implemented in the future:

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

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

Required Supplementary Information

General Fund Budgetary Comparison Schedule

The General Fund is the general operating fund of the Town. It is used to account for all of the Town's financial resources, except those required to be accounted for in another fund.

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

YEAR ENDED JUNE 30, 2018

	Budgeted Amounts						Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance to Final Budget
	Amounts Carried Forward From Prior Year	Current Year Initial Budget	Original Budget	Final Budget					
REVENUES:									
Real estate and personal property taxes, net of tax refunds.....	\$	-	\$ 26,239,465	\$ 26,239,465	\$ 26,239,465	\$ 26,331,162	\$	-	\$ 91,697
Motor vehicle and other excise taxes.....		-	867,000	867,000	867,000	1,163,167		-	296,167
Charges for services.....		-	417,050	417,050	417,050	547,571		-	130,521
Penalties and interest on taxes.....		-	35,000	35,000	35,000	70,013		-	35,013
Intergovernmental.....		-	232,155	232,155	232,155	231,555		-	(600)
Departmental and other.....		-	576,926	576,926	576,926	1,000,305		-	423,379
Investment income.....		-	13,000	13,000	13,000	70,301		-	57,301
TOTAL REVENUES.....		-	28,380,596	28,380,596	28,380,596	29,414,074		-	1,033,478
EXPENDITURES:									
Current:									
General Government									
Selectmen's Department									
Salaries.....		-	197,774	197,774	191,774	189,092		-	2,682
Expenses.....		-	23,600	23,600	32,400	32,328		-	72
Audit.....		-	37,000	37,000	37,000	36,000	1,000	-	-
Information Technology.....		60	106,500	106,560	110,760	106,605	902	-	3,253
Total Selectmen's Department.....		60	364,874	364,934	371,934	364,025	1,902	-	6,007
Moderator									
Expenses.....		-	50	50	50	-	-	-	50
Finance Committee									
Salaries.....		-	3,000	3,000	4,000	3,573	-	-	427
Expenses.....		-	320	320	320	276	-	-	44
Reserve Fund.....		-	150,000	150,000	38,200	-	-	-	38,200
Total Finance Committee.....		-	153,320	153,320	42,520	3,849	-	-	38,671
Election & Registration									
Salaries.....		-	3,800	3,800	3,800	2,024	-	-	1,776
Expenses.....		-	10,080	10,080	10,080	9,361	-	-	719
Total Elections & Registration.....		-	13,880	13,880	13,880	11,385	-	-	2,495
Accounting									
Salaries.....		-	124,620	124,620	124,620	124,620	-	-	-
Expenses.....		-	4,700	4,700	4,700	4,669	-	-	31
Total Accounting.....		-	129,320	129,320	129,320	129,289	-	-	31
Assessors									
Salaries.....		-	148,241	148,241	149,041	149,001	-	-	40
Expenses.....		-	38,605	38,605	38,605	37,950	-	-	655
Total Assessors.....		-	186,846	186,846	187,646	186,951	-	-	695
Treasurer/ Collector									
Salaries.....		-	151,827	151,827	151,827	144,187	-	-	7,640
Expenses.....		-	37,490	37,490	37,490	27,362	1,000	-	9,128
Total Treasurer/ Collector.....		-	189,317	189,317	189,317	171,549	1,000	-	16,768
Town Clerk									
Salaries.....		-	100,010	100,010	97,010	92,356	-	-	4,654
Expenses.....		6,345	26,250	32,595	35,595	25,197	7,636	-	2,762
Total Town Clerk.....		6,345	126,260	132,605	132,605	117,553	7,636	-	7,416
Legal									
Expenses.....		11,677	118,000	129,677	129,677	87,303	42,374	-	-
Appeals Board									
Salaries.....		-	21,326	21,326	21,326	14,638	-	-	6,688
Expenses.....		-	11,250	11,250	9,750	6,078	378	-	3,294
Total Appeals Board.....		-	32,576	32,576	31,076	20,716	378	-	9,982
Planning Board									
Salaries.....		-	67,843	67,843	67,843	59,274	-	-	8,569
Expenses.....		230	8,950	9,180	42,947	42,854	-	-	93
Professional Services.....		32,267	-	32,267	-	-	-	-	-
Total Planning Board.....		32,497	76,793	109,290	110,790	102,128	-	-	8,662

(continued)

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

YEAR ENDED JUNE 30, 2018

	Budgeted Amounts				Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance to Final Budget
	Amounts Carried Forward From Prior Year	Current Year Initial Budget	Original Budget	Final Budget			
Town Hall & Common							
Expenses.....	-	73,100	73,100	80,100	79,748	-	352
Total General Government.....	50,579	1,464,336	1,514,915	1,418,915	1,274,496	53,290	91,129
Pensions.....							
Contributory.....	-	1,062,507	1,062,507	1,047,807	1,047,225	-	582
Non-Contributory.....	-	2,200	2,200	2,200	2,111	-	89
Total Pensions.....	-	1,064,707	1,064,707	1,050,007	1,049,336	-	671
Employee Benefits							
Group Health Insurance.....	-	1,560,000	1,560,000	1,691,711	1,641,104	-	50,607
Worker's Compensation.....	26,053	65,000	91,053	91,053	67,587	23,465	1
Unemployment Compensation.....	-	7,000	7,000	7,000	5,737	-	1,263
FICA-Medicare.....	-	90,000	90,000	90,000	83,545	-	6,455
Total Employee Benefits.....	26,053	1,722,000	1,748,053	1,879,764	1,797,973	23,465	58,326
Insurance							
Fire/ Auto/ Liability.....	700	120,000	120,700	120,700	118,271	460	1,969
Public Safety							
Police							
Salaries.....	-	1,612,873	1,612,873	1,621,739	1,621,738	-	1
Expenses.....	-	103,650	103,650	123,960	123,928	32	-
Total Police.....	-	1,716,523	1,716,523	1,745,699	1,745,666	32	1
Parking Clerk/ Resident Parking							
Salaries.....	-	11,808	11,808	11,808	11,808	-	-
Expenses.....	2,814	11,955	14,769	14,769	11,526	3,110	133
Total Parking Clerk/ Resident Parking.....	2,814	23,763	26,577	26,577	23,334	3,110	133
Fire							
Salaries.....	-	1,223,930	1,223,930	1,220,980	1,220,619	-	361
Expenses.....	-	126,100	126,100	154,050	153,837	144	69
Total Fire.....	-	1,350,030	1,350,030	1,375,030	1,374,456	144	430
Building Department							
Building Inspector.....	-	46,243	46,243	46,243	45,475	-	768
Gas/ Plumbing Inspector.....	-	12,660	12,660	12,660	12,660	-	-
Sealer of Weights & Measures.....	-	3,000	3,000	3,000	3,000	-	-
Electrical Inspector.....	-	12,660	12,660	12,660	12,660	-	-
Inspectors' Expenses.....	-	4,800	4,800	4,800	4,477	-	323
Total Building Department.....	-	79,363	79,363	79,363	78,272	-	1,091
Emergency Management							
Salaries.....	-	4,000	4,000	4,000	4,000	-	-
Expenses.....	-	1,000	1,000	1,000	1,000	-	-
Emergency Notification.....	-	5,500	5,500	5,500	4,500	-	1,000
Total Emergency Management.....	-	10,500	10,500	10,500	9,500	-	1,000
Animal Control							
Expenses.....	-	17,500	17,500	17,500	17,497	-	3
Total Public Safety.....	3,989	3,197,679	3,200,493	3,254,669	3,248,725	3,286	2,658
Education							
Public Schools							
Salaries and expenses.....	-	15,242,817	15,242,817	15,242,817	15,242,817	-	-
Memorial School Feasibility Study.....	302,042	-	302,042	302,042	302,042	-	-
North Shore Regional Vocational.....	-	69,283	69,283	69,283	65,598	-	3,685
Total Education.....	302,042	15,312,100	15,614,142	15,614,142	15,610,457	-	3,685

(continued)

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

YEAR ENDED JUNE 30, 2018

	Budgeted Amounts				Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance to Final Budget
	Amounts Carried Forward From Prior Year	Current Year Initial Budget	Original Budget	Final Budget			
Public Works							
Department of Public Works							
Salaries.....	-	541,449	541,449	585,449	581,136	-	4,313
Expenses.....	3,684	412,250	415,934	392,934	380,536	11,061	1,337
Total Department of Public Works.....	3,684	953,699	957,383	978,383	961,672	11,061	5,650
Snow Removal							
Salaries.....	-	32,000	32,000	32,000	56,570	-	(24,570)
Expenses.....	-	170,000	170,000	170,000	150,548	-	19,452
Street Lighting.....	-	100,000	100,000	104,000	102,303	-	1,697
Total Snow Removal.....	-	302,000	302,000	306,000	309,421	-	(3,421)
Sanitation / Composting / Recycling							
Salaries.....	-	22,550	22,550	13,550	12,973	-	577
Expenses.....	-	45,000	45,000	47,000	46,341	-	659
Rubbish Collection / Recycling.....	-	410,000	410,000	433,000	425,905	3,851	3,244
Disposal.....	-	82,000	82,000	92,000	90,599	-	1,401
Total Sanitation / Composting / Recycling.....	-	559,550	559,550	585,550	575,818	3,851	5,881
Total Public Works.....	3,684	1,815,249	1,818,933	1,869,933	1,846,911	14,912	8,110
Environmental							
Historic District Commission							
Salaries.....	-	4,279	4,279	4,279	2,907	-	1,372
Expenses.....	-	700	700	700	452	-	248
Total Historic District Commission.....	-	4,979	4,979	4,979	3,359	-	1,620
Conservation Commission							
Salaries.....	-	63,253	63,253	68,253	67,907	-	346
Expenses.....	230	2,650	2,880	2,880	2,550	93	237
Chebacco Woods.....	4,550	1,250	5,800	5,800	-	4,550	1,250
Total Conservation Commission.....	4,780	67,153	71,933	76,933	70,457	4,643	1,833
Total Environmental.....	4,780	72,132	76,912	81,912	73,816	4,643	3,453
Human Services							
Health							
Salaries.....	-	63,880	63,880	63,880	57,052	-	6,828
Expenses.....	460	53,625	54,085	54,085	34,258	-	19,827
Total Health.....	460	117,505	117,965	117,965	91,310	-	26,655
Veteran's Services							
Expenses.....	-	14,500	14,500	14,500	14,500	-	-
Veterans' Benefits.....	-	500	500	19,200	16,350	-	2,850
Total Veteran's Services.....	-	15,000	15,000	33,700	30,850	-	2,850
Council on Aging							
Salaries.....	-	149,420	149,420	154,420	154,304	-	116
Expenses.....	172	16,550	16,722	18,022	18,022	-	-
Total Council on Aging.....	172	165,970	166,142	172,442	172,326	-	116
Total Human Services.....	632	298,475	299,107	324,107	294,486	-	29,621
Library							
Salaries.....	-	310,041	310,041	307,541	305,544	-	1,997
Expenses.....	-	155,723	155,723	158,223	155,724	-	2,499
Total Library.....	-	465,764	465,764	465,764	461,268	-	4,496

(continued)

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

YEAR ENDED JUNE 30, 2018

	Budgeted Amounts				Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance to Final Budget
	Amounts Carried Forward From Prior Year	Current Year Initial Budget	Original Budget	Final Budget			
Recreation							
Parks & Recreation							
Salaries.....	-	136,163	136,163	136,163	136,163	-	-
Expenses.....	225	8,300	8,525	8,525	7,306	-	1,219
Total Parks & Recreation.....	225	144,463	144,688	144,688	143,469	-	1,219
Singing Beach Operations							
Salaries.....	-	67,084	67,084	67,084	64,266	-	2,818
Expenses.....	-	13,800	13,800	13,800	13,800	-	-
Total Singing Beach Operations.....	-	80,884	80,884	80,884	78,066	-	2,818
Lifeguards							
Salaries.....	-	54,614	54,614	54,614	50,637	-	3,977
Expenses.....	-	3,400	3,400	3,400	3,400	-	-
Total Lifeguards.....	-	58,014	58,014	58,014	54,037	-	3,977
Tuck's Point							
Salaries.....	-	6,000	6,000	6,000	5,725	-	275
Expenses.....	24,156	30,370	54,526	54,526	20,285	29,876	4,365
Total Tuck's Point.....	24,156	36,370	60,526	60,526	26,010	29,876	4,640
Buildings & Grounds							
Salaries.....	-	77,018	77,018	77,018	77,007	-	11
Expenses.....	1,020	46,250	47,270	47,270	42,058	5,212	-
Total Buildings and Grounds.....	1,020	123,268	124,288	124,288	119,065	5,212	11
Other Recreation							
Memorial Day.....	-	3,000	3,000	4,000	3,000	1,000	-
Fourth of July.....	-	12,000	12,000	12,000	12,000	-	-
Total Other Recreation.....	-	15,000	15,000	16,000	15,000	1,000	-
Total Recreation.....	25,401	457,999	483,400	484,400	435,647	36,088	12,665
State and County Charges.....	-	161,280	161,280	161,280	161,280	-	-
Debt Service							
Principal.....	-	601,660	601,660	685,248	685,248	-	-
Interest.....	-	417,091	417,091	333,530	186,843	-	146,687
Total Debt Service.....	-	1,018,751	1,018,751	1,018,778	872,091	-	146,687
Total Capital Outlay.....	1,143,698	1,691,500	2,835,198	3,362,197	1,239,624	2,114,792	7,781
TOTAL EXPENDITURES.....	1,561,558	28,861,972	30,422,355	31,106,568	28,484,381	2,250,936	371,251
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....	(1,561,558)	(481,376)	(2,041,759)	(2,725,972)	929,693	(2,250,936)	1,404,729
OTHER FINANCING SOURCES (USES):							
Transfers in.....	-	614,649	614,649	614,649	487,162	-	(127,487)
Transfers out.....	-	(561,273)	(561,273)	(686,273)	(686,273)	-	-
TOTAL OTHER FINANCING SOURCES (USES).....	-	53,376	53,376	(71,624)	(199,111)	-	(127,487)
NET CHANGE IN FUND BALANCE.....	(1,561,558)	(428,000)	(1,988,383)	(2,797,596)	730,582	(2,250,936)	1,277,242
BUDGETARY FUND BALANCE, Beginning of year.....	-	6,125,783	6,125,783	6,125,783	6,125,783	-	-
BUDGETARY FUND BALANCE, End of year.....	\$ (1,561,558)	\$ 5,697,783	\$ 4,137,400	\$ 3,328,187	\$ 6,856,365	\$ (2,250,936)	\$ 1,277,242

(concluded)

See notes to required supplementary information.

Pension Plan Schedules

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

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

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

**SCHEDULE OF THE TOWN'S PROPORTIONATE SHARE
OF THE NET PENSION LIABILITY
ESSEX REGIONAL RETIREMENT SYSTEM**

<u>Year</u>	<u>Proportion of the net pension liability (asset)</u>	<u>Proportionate share of the net pension liability (asset)</u>	<u>Covered payroll</u>	<u>Net pension liability as a percentage of covered payroll</u>	<u>Plan fiduciary net position as a percentage of the total pension liability</u>
December 31, 2017.....	3.36%	\$ 12,655,836	\$ 4,387,209	288.47%	55.40%
December 31, 2016.....	3.44%	13,247,938	4,569,174	289.94%	51.12%
December 31, 2015.....	3.43%	12,475,940	4,392,184	284.05%	51.01%
December 31, 2014.....	3.20%	10,686,675	4,218,767	253.31%	52.27%

Note: this schedule is intended to present information for 10 years.

Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

**SCHEDULE OF THE TOWN'S CONTRIBUTIONS
ESSEX REGIONAL RETIREMENT SYSTEM**

Year	Actuarially determined contribution	Contributions in relation to the actuarially determined contribution	Contribution deficiency (excess)	Covered payroll	Contributions as a percentage of covered payroll
June 30, 2018.....	\$ 1,047,225	\$ (1,047,225)	\$ -	\$ 4,668,601	22.43%
June 30, 2017.....	996,275	(996,275)	-	4,518,763	22.05%
June 30, 2016.....	943,343	(943,343)	-	4,211,677	22.40%
June 30, 2015.....	821,748	(821,748)	-	4,277,933	19.21%

Note: this schedule is intended to present information for 10 years.

Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

Other Postemployment Benefits Plan Schedules

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

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

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

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

	June 30, 2017	June 30, 2018
Total OPEB Liability		
Service Cost.....	\$ 129,111	\$ 134,920
Interest.....	674,864	612,299
Changes of benefit terms.....	-	-
Differences between expected and actual experience....	-	-
Changes of assumptions.....	-	-
Benefit payments.....	(563,006)	(563,616)
Net change in total OPEB liability.....	240,969	183,603
Total OPEB liability - beginning.....	8,064,807	8,305,776
Total OPEB liability - ending (a).....	\$ 8,305,776	\$ 8,489,379
Plan fiduciary net position		
Employer contributions.....	\$ 245,864	\$ 252,011
Employer contributions for OPEB payments.....	563,006	563,616
Net investment income.....	123,892	143,083
Benefit payments.....	(563,006)	(563,616)
Net change in plan fiduciary net position.....	369,756	395,094
Plan fiduciary net position - beginning of year.....	1,063,642	1,433,398
Plan fiduciary net position - end of year (b).....	\$ 1,433,398	\$ 1,828,492
Net OPEB liability - ending (a)-(b).....	\$ 6,872,378	\$ 6,660,887
Plan fiduciary net position as a percentage of the total OPEB liability.....	17.26%	21.54%
Covered-employee payroll.....	\$ 4,160,000	\$ 4,326,400
Net OPEB liability as a percentage of covered-employee payroll.....	165.20%	153.96%

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

See notes to required supplementary information.

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

Year	Actuarially determined contribution	Contributions in relation to the actuarially determined contribution	Contribution deficiency (excess)	Covered- employee payroll	Contributions as a percentage of covered- employee payroll
June 30, 2018.....	\$ 551,425	\$ (815,627)	\$ (264,202)	\$ 4,326,400	18.85%
June 30, 2017.....	529,584	(808,870)	(279,286)	4,160,000	19.44%

Note: this schedule is intended to present information for 10 years.

Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

SCHEDULE OF INVESTMENT RETURNS
OTHER POSTEMPLOYMENT BENEFIT PLAN

<u>Year</u>	<u>Annual money-weighted rate of return, net of investment expense</u>
June 30, 2018.....	9.54%
June 30, 2017.....	12.78%

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

See notes to required supplementary information.

NOTE A – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**A. Budgetary Information**

Municipal Law requires the adoption of a balanced budget that is approved by the Finance Committee (Committee). The Committee presents an annual budget to the Open Town Meeting, which includes estimates of revenues and other financing sources and recommendations of expenditures and other financing uses. The Town Meeting, which has full authority to amend and/or reject the budget or any line item, adopts the expenditure budget by majority vote.

The majority of appropriations are non-continuing which lapse at the end of each year. Others are continuing appropriations for which the governing body has authorized that an unspent balance from a prior year be carried forward and made available for spending in the current year. These carry forwards are included as part of the subsequent year's original budget.

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

An annual budget is adopted for the general fund in conformity with the guidelines described above. The original 2018 budget includes approximately \$29.4 million in current year authorized appropriations and other amounts to be raised and approximately \$1.6 million in encumbrances and appropriations carried over from previous years. Changes to the original budget consisted of transfers between appropriations, the use of free cash of \$352,011 to fund the Town's OPEB trust fund and to transfer funds to the stabilization fund, the use of free cash of \$306,000 for capital, and the use of free cash of \$150,000 to increase the reserve fund.

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

B. Budgetary - GAAP Reconciliation

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

Net change in fund balance - budgetary basis.....	\$	730,582
<u>Perspective differences:</u>		
Activity of the stabilization fund recorded in the general fund for GAAP.....		68,247
<u>Basis of accounting differences:</u>		
Net change in recording 60 day receipts.....		<u>(1,059)</u>
Net change in fund balance - GAAP basis.....	\$	<u><u>797,770</u></u>

C. Excess of Expenditures over Appropriations

For the year ended June 30, 2018, snow and ice salaries exceeded appropriations and the deficit will be raised in 2019.

NOTE B – PENSION PLANA. Schedule of the Town's Proportionate Share of the Net Pension Liability

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

B. Schedule of Town's Contributions

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

C. Changes in Assumptions

Changes in Assumptions – Effective January 1, 2018:

- The net investment return assumption was lowered from 7.75% to 7.50%.
- The inflation rate was lowered from 4.00% to 2.75%.
- The assumed interest on employee contributions was increased from 2.0% to 3.5%
- The administrative expense assumption was lowered from \$1,127,500 to \$1,000,000.
- The retirement rates for employees in Groups 1 and 2 hired after April 1, 2012 and in Group 4 were revised to match the rates for employees hired before April 1, 2012 and there were minor changes to the rates prior to age 54 for Group 4 employees.
- The percentage of employees assumed to be married was lowered from 100% to 80%.
- The percentage of accidental disability retirees who are expected to die from the same cause as the disability was lowered from 40% to 20% for Groups 1 and 2 employees and increased from 40% to 60% for Group 4 employees.
- The allowance for net 3(8)(c) payments was changed from an estimated liability to a term cost added to the service cost.

D. Changes in Plan Provisions

None

NOTE C – OTHER POSTEMPLOYMENT BENEFITS

The Town administers a single-employer defined benefit healthcare plan (“The Other Postemployment Benefit Plan”). The plan provides lifetime healthcare and life insurance for eligible retirees and their spouses. Healthcare benefits are through the Town’s group health insurance plan and life insurance benefits are through a third party, which covers both active and retired members.

The Other Postemployment Benefit Plan

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

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

Schedule of the Town’s Contributions

The Schedule of the Town’s Contributions includes the Town’s annual required contribution to the Plan, along with the contribution made in relation to the actuarially determined contribution and the covered employee payroll. The Town is not required to fully fund this contribution. It also demonstrates the contributions as a percentage of covered payroll. Actuarially contribution rates are calculated as of June 30, two years prior to the end of the fiscal year in which contributions are reported. Methods and assumptions used to determine contribution rates are as follows:

Valuation date.....	7/1/2016
Actuarial cost method.....	Entry Age Normal
Investment rate of return/discount rate.....	Full Prefunding: 7.5%, net of investment expenses
Medical inflation rate.....	5.0% decreasing to 4.5% for periods starting in 2017
Participation rate.....	95% of future retirees are assumed to participate in the retiree medical plan. 95% of future retirees are assumed to elect life insurance.
Inflation rate.....	2.75%
Marital status.....	75% of male Town employees and 65% of female Town employees are assumed to have covered spouse at retirement. Wives are assumed to be three years younger than their husbands.
Termination benefit.....	95% of current actives over age 50 with at least 10 years of service are expected to elect medical coverage starting at age 65.

(continued)

Medical plan costs.....

The estimated gross per capita incurred claim costs all retirees and beneficiaries during 2016-17 at age 64 and 54 are \$17,999 and \$3,691, respectively. Medicare eligible retirees' per capita claims costs at age 65 is \$4,159. It is assumed that future retirees participate in the same manner as current retirees. Per capita costs were developed from age adjusting a blend of current premium rates for various insured arrangements. Employee cost sharing is based on current rates. Future cost sharing is based on the weighted average of the current cost sharing of retirees and beneficiaries. Premium costs include costs of administration.

Amortization Periods.....

26 year level percent of pay assuming 4% increasing payments, closed basis. For a closed basis, the amortization period is a specific number of years that is counted from one date, declining to zero with the passage of time.

Mortality.....

It is assumed that both pre-retirement mortality and beneficiary mortality is represented by the RP-2014 Blue Collar Mortality with Scale MP-2015, fully generational. Morality for retired members for Group 1 and 2 is represented by the RP-2014 Blue Collar Mortality Table set forward five years for males and 3 years for females, fully generational. Mortality for retired members for Group 4 is represented by the RP-2014 Blue Collar Mortality Table set forward three years for males and six years for females, fully generational. Mortality for disable members for Group 4 is represented by the RP-2000 Mortality Table set forward two years. Generational adjusting is based on Scale MP-2015.

Asset valuation method.....

Market Value

(concluded)

Schedule of Investment Returns

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

Changes of Assumptions – In the June 30, 2016 valuation, the discount rate was lowered from 8% to 7.5%; and the actuarial cost method was changed from the projected unit to the entry age normal actuarial cost method.

Changes in Provisions

None.

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Other Supplementary Information

Combining Statements

The combining financial statements provide a more detailed view of the “Basic Financial Statements” presented in the preceding subsection.

Combining statements are presented when there are more than one fund of a given fund type.

Nonmajor Governmental Funds

Special Revenue Funds

Special revenue funds are used to account for the proceeds of specific revenue sources (other than permanent funds or capital project funds) that are restricted by law or administrative action to expenditures for specific purposes. The Town's grouping for nonmajor special revenue funds is as described as follows:

- *Gifts Fund* – This fund is used to account for gifts which have been accepted by the Town to be used for the purpose specified by the donor.
- *Harbormaster Fund* – This fund is used to account for the activity related to the Harbormaster.
- *Special Revenue Trust Fund* – This fund is used to account for statutory trust accounts that may be spent to support the government.
- *Recreation Revolving Fund* – This fund is used to account for self-supporting recreational programs and activities.
- *Planning Conservation Commission Fund* – This fund is used to account for the activity of the planning board, conservation commission, and various other projects.
- *Harbor Improvement Fund* – This fund is used to account for the receipts of mooring fees, which are reserved for use on harbor improvement projects.
- *State Grant Fund* – This fund is used to account for activity specifically financed by grants, which are designated for specific programs.
- *Affordable Housing Trust* – This fund is used to account for activity of the Town's affordable housing trust fund.
- *Other Special Revenue Fund* – This fund is used to account for other small special revenue funds which are not categorized within any of the other funds.
- *Highway Improvements Fund* – This fund is used to account for construction, reconstruction and improvements of roadways, streets and sidewalks. Funding is provided primarily by state grants.
- *MCWT Septic Loan Program* – This fund is used to account for low-interest betterment loans to eligible homeowners with failed septic systems.

Capital Project Funds

Capital project funds are used to account for financial resources to be used for the acquisition, construction, or improvement of major capital assets (other than those financed by enterprise funds). Such resources are derived principally from proceeds of general obligation bonds and grants. The Town's grouping for nonmajor capital project funds is as described as follows:

- *Storm Damage Repairs Fund* – This fund is used to account for emergency pipe repairs and beach damage that resulted from winter storms in 2013.
- *Pine Street Acquisitions and Cleanup Fund* – This fund is used to account for the activities related to the acquisition, maintenance, cleanup and other costs associated with the landfill.

Permanent Funds

Permanent funds are used to account for financial resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support governmental programs. The Town's grouping for nonmajor permanent funds is as described as follows:

- *Non-Expendable Trust Fund* – This fund is used to account for the non-expendable portion of gifts, bequests, and contributions for which only earnings may be expended to benefit the Town.
- *Expendable Trust Fund* – This fund is used to account for the spendable portion of gifts, bequests, and contributions for which only earnings may be expended for purposes specified by the donor.

**NONMAJOR GOVERNMENTAL FUNDS
COMBINING BALANCE SHEET**

JUNE 30, 2018

	Special Revenue Funds							
	Gifts	Harbor- master	Special Revenue Trust	Recreation Revolving	Planning Conservation Commission	Harbor Improvement	State Grants	Affordable Housing Trust
ASSETS								
Cash and cash equivalents.....	\$ 230,015	\$ 118,684	\$ 38,836	\$ 453,464	\$ 80,540	\$ 371,258	\$ 121,815	\$ 144,805
Investments.....	-	-	145,848	-	-	-	3,300	-
Receivables, net of uncollectibles:								
Intergovernmental - other.....	-	-	-	-	-	-	-	-
Loans.....	-	-	-	-	-	-	-	-
TOTAL ASSETS.....	\$ 230,015	\$ 118,684	\$ 184,684	\$ 453,464	\$ 80,540	\$ 371,258	\$ 125,115	\$ 144,805
LIABILITIES								
Warrants payable.....	\$ 3,469	\$ 2,918	\$ -	\$ 17,121	\$ -	\$ -	\$ 10,765	\$ 8,092
Due to other funds.....	-	-	-	-	-	-	-	-
TOTAL LIABILITIES.....	3,469	2,918	-	17,121	-	-	10,765	8,092
FUND BALANCES								
Nonspendable.....	-	-	-	-	-	-	-	-
Restricted.....	226,546	115,766	184,684	436,343	80,540	371,258	114,350	136,713
TOTAL FUND BALANCES.....	226,546	115,766	184,684	436,343	80,540	371,258	114,350	136,713
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES.....	\$ 230,015	\$ 118,684	\$ 184,684	\$ 453,464	\$ 80,540	\$ 371,258	\$ 125,115	\$ 144,805

(Continued)

Special Revenue Funds				Capital Project Funds			Permanent Funds			Total Nonmajor Governmental Funds
Other Special Revenue	Highway Improvements	MCWT Septic Loan Program	Subtotal	Storm Damage Repairs	Pine Street Acquisitions and Cleanup	Subtotal	Non- Expendable Trust Funds	Expendable Trust Funds	Subtotal	
\$ 209,703	\$ -	\$ -	\$ 1,769,120	\$ 12,934	\$ 414	\$ 13,348	\$ 64,404	\$ 25,315	\$ 89,719	\$ 1,872,187
8,563	-	-	157,711	-	-	-	318,674	-	318,674	476,385
-	10	-	10	-	-	-	-	-	-	10
-	-	43,530	43,530	-	-	-	-	-	-	43,530
<u>\$ 218,266</u>	<u>\$ 10</u>	<u>\$ 43,530</u>	<u>\$ 1,970,371</u>	<u>\$ 12,934</u>	<u>\$ 414</u>	<u>\$ 13,348</u>	<u>\$ 383,078</u>	<u>\$ 25,315</u>	<u>\$ 408,393</u>	<u>\$ 2,392,112</u>
\$ 1,955	\$ -	\$ -	\$ 44,320	\$ -	\$ 414	\$ 414	\$ -	\$ 941	\$ 941	\$ 45,675
-	10	43,530	43,540	-	-	-	-	-	-	43,540
1,955	10	43,530	87,860	-	414	414	-	941	941	89,215
-	-	-	-	-	-	-	383,078	-	383,078	383,078
216,311	-	-	1,882,511	12,934	-	12,934	-	24,374	24,374	1,919,819
216,311	-	-	1,882,511	12,934	-	12,934	383,078	24,374	407,452	2,302,897
<u>\$ 218,266</u>	<u>\$ 10</u>	<u>\$ 43,530</u>	<u>\$ 1,970,371</u>	<u>\$ 12,934</u>	<u>\$ 414</u>	<u>\$ 13,348</u>	<u>\$ 383,078</u>	<u>\$ 25,315</u>	<u>\$ 408,393</u>	<u>\$ 2,392,112</u>

(Concluded)

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

YEAR ENDED JUNE 30, 2018

	Special Revenue Funds							
	Gifts	Harbor- master	Special Revenue Trust	Recreation Revolving	Planning Conservation Commission	Harbor Improvement	State Grants	Affordable Housing Trust
REVENUES:								
Motor vehicle and other excise taxes.....	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,625	\$ -	\$ -
Intergovernmental - other.....	-	-	-	-	-	-	896,734	125,000
Departmental and other.....	-	-	-	316,928	16,041	213,305	-	-
Contributions and donations.....	114,229	-	20,350	-	-	-	-	-
Investment income.....	-	-	(3,684)	-	-	-	-	-
TOTAL REVENUES.....	114,229	-	16,666	316,928	16,041	229,930	896,734	125,000
EXPENDITURES:								
Current:								
General government.....	854	-	-	-	11,960	-	3,854	8,150
Public safety.....	12,220	572,479	-	-	-	-	52,483	-
Public works.....	-	-	-	-	-	-	632,392	-
Health and human services.....	30,194	-	-	-	-	-	99,654	-
Culture and recreation.....	40,830	-	30,542	241,474	-	-	8,300	-
TOTAL EXPENDITURES.....	84,098	572,479	30,542	241,474	11,960	-	796,683	8,150
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....	30,131	(572,479)	(13,876)	75,454	4,081	229,930	100,051	116,850
OTHER FINANCING SOURCES (USES):								
Transfers in.....	-	151,969	-	-	-	-	-	-
Transfers out.....	-	-	-	-	-	(151,969)	-	-
TOTAL OTHER FINANCING SOURCES (USES).....	-	151,969	-	-	-	(151,969)	-	-
NET CHANGE IN FUND BALANCES.....	30,131	(420,510)	(13,876)	75,454	4,081	77,961	100,051	116,850
FUND BALANCES AT BEGINNING OF YEAR.....	196,415	536,276	198,560	360,889	76,459	293,297	14,299	19,863
FUND BALANCES AT END OF YEAR.....	\$ 226,546	\$ 115,766	\$ 184,684	\$ 436,343	\$ 80,540	\$ 371,258	\$ 114,350	\$ 136,713

Special Revenue Funds				Capital Project Funds			Permanent Funds			Total Nonmajor Governmental Funds
Other Special Revenue	Highway Improvements	MCWT Septic Loan Program	Subtotal	Storm Damage Repairs	Pine Street Acquisitions and Cleanup	Subtotal	Non-Expendable Trust Funds	Expendable Trust Funds	Subtotal	
\$ -	-	-	\$ 16,625	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,625
-	749,115	-	1,770,849	-	-	-	-	-	-	1,770,849
442,721	-	43,530	1,032,525	-	-	-	-	-	-	1,032,525
-	-	-	134,579	-	-	-	9,651	-	9,651	144,230
-	-	-	(3,684)	-	-	-	-	(8,697)	(8,697)	(12,381)
<u>442,721</u>	<u>749,115</u>	<u>43,530</u>	<u>2,950,894</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>9,651</u>	<u>(8,697)</u>	<u>954</u>	<u>2,951,848</u>
16,299	-	-	41,117	-	33,886	33,886	-	-	-	75,003
394,516	-	-	1,031,698	-	-	-	-	-	-	1,031,698
11,776	749,115	43,530	1,436,813	-	-	-	-	-	-	1,436,813
-	-	-	129,848	-	-	-	-	-	-	129,848
-	-	-	321,146	2,918	-	2,918	-	100	100	324,164
<u>422,591</u>	<u>749,115</u>	<u>43,530</u>	<u>2,960,622</u>	<u>2,918</u>	<u>33,886</u>	<u>36,804</u>	<u>-</u>	<u>100</u>	<u>100</u>	<u>2,997,526</u>
20,130	-	-	(9,728)	(2,918)	(33,886)	(36,804)	9,651	(8,797)	854	(45,678)
-	-	-	151,969	-	-	-	-	-	-	151,969
(15,000)	-	-	(166,969)	-	-	-	-	(30,000)	(30,000)	(196,969)
(15,000)	-	-	(15,000)	-	-	-	-	(30,000)	(30,000)	(45,000)
5,130	-	-	(24,728)	(2,918)	(33,886)	(36,804)	9,651	(38,797)	(29,146)	(90,678)
<u>211,181</u>	<u>-</u>	<u>-</u>	<u>1,907,239</u>	<u>15,852</u>	<u>33,886</u>	<u>49,738</u>	<u>373,427</u>	<u>63,171</u>	<u>436,598</u>	<u>2,393,575</u>
<u>\$ 216,311</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,882,511</u>	<u>\$ 12,934</u>	<u>\$ -</u>	<u>\$ 12,934</u>	<u>\$ 383,078</u>	<u>\$ 24,374</u>	<u>\$ 407,452</u>	<u>\$ 2,302,897</u>

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Statistical Section



The Fire Road by Ken King

Statistical Section

This part of the Town of Manchester-by-the-Sea's comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the Town's overall financial health.

Financial Trends

- These schedules contain trend information to help the reader understand how the Town's financial performance and well-being have changed over time.

Revenue Capacity

- These schedules contain information to help the reader assess the Town's most significant local revenue source, the property tax.

Debt Capacity

- These schedules present information to help the reader assess the affordability of the Town's current levels of outstanding debt and the Town's ability to issue additional debt in the future.

Demographic and Economic Information

- These schedules offer demographic and economic indicators to help the reader understand the environment within which the Town's financial activities take place.

Operating Information

- These schedules contain service and infrastructure data to help the reader understand how the information in the Town's financial report relates to the services the Town provides and the activities it performs.

SOURCES: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial reports for the relevant year.

Net Position By Component

Last Ten Years

	2009	2010	2011	2012	2013	2014 (1)	2015	2016	2017	2018 (2)
Governmental activities										
Net investment in capital assets.....	\$ 4,474,153	\$ 4,482,187	\$ 4,517,579	\$ 5,349,753	\$ 6,080,219	\$ 6,588,998	\$ 5,988,619	\$ 6,786,763	\$ 7,726,871	\$ 10,509,951
Restricted.....	1,143,489	1,269,874	1,635,495	2,232,833	2,328,406	860,023	2,002,723	2,156,367	1,986,033	1,736,553
Unrestricted.....	<u>(3,104,640)</u>	<u>(4,246,663)</u>	<u>(5,414,126)</u>	<u>(5,388,990)</u>	<u>(4,723,842)</u>	<u>(10,026,641)</u>	<u>(8,749,501)</u>	<u>(6,683,553)</u>	<u>(6,208,686)</u>	<u>(13,523,171)</u>
Total governmental activities net position.....	<u>\$ 2,513,002</u>	<u>\$ 1,505,398</u>	<u>\$ 738,948</u>	<u>\$ 2,193,596</u>	<u>\$ 3,684,783</u>	<u>\$ (2,577,620)</u>	<u>\$ (758,159)</u>	<u>\$ 2,259,577</u>	<u>\$ 3,504,218</u>	<u>\$ (1,276,667)</u>
Business-type activities										
Net investment in capital assets.....	\$ 8,759,416	\$ 8,721,240	\$ 8,271,506	\$ 7,890,817	\$ 7,939,745	\$ 7,712,260	\$ 8,147,216	\$ 10,150,738	\$ 11,249,508	\$ 14,453,305
Unrestricted.....	<u>515,506</u>	<u>557,719</u>	<u>1,024,793</u>	<u>1,218,945</u>	<u>954,130</u>	<u>166,283</u>	<u>165,021</u>	<u>(358,937)</u>	<u>791,670</u>	<u>704,363</u>
Total business-type activities net position.....	<u>\$ 9,274,922</u>	<u>\$ 9,278,959</u>	<u>\$ 9,296,299</u>	<u>\$ 9,109,762</u>	<u>\$ 8,893,875</u>	<u>\$ 7,878,543</u>	<u>\$ 8,312,237</u>	<u>\$ 9,791,801</u>	<u>\$ 12,041,178</u>	<u>\$ 15,157,668</u>
Primary government										
Net investment in capital assets.....	\$ 13,233,569	\$ 13,203,427	\$ 12,789,085	\$ 13,240,570	\$ 14,019,964	\$ 14,301,258	\$ 14,135,835	\$ 16,937,501	\$ 18,976,676	\$ 24,963,256
Restricted.....	1,143,489	1,269,874	1,635,495	2,232,833	2,328,406	860,023	2,002,723	2,156,367	1,986,033	1,736,553
Unrestricted.....	<u>(2,589,134)</u>	<u>(3,688,944)</u>	<u>(4,389,333)</u>	<u>(4,170,045)</u>	<u>(3,769,712)</u>	<u>(9,860,358)</u>	<u>(8,584,480)</u>	<u>(7,042,490)</u>	<u>(5,417,016)</u>	<u>(12,818,808)</u>
Total primary government net position.....	<u>\$ 11,787,924</u>	<u>\$ 10,784,357</u>	<u>\$ 10,035,247</u>	<u>\$ 11,303,358</u>	<u>\$ 12,578,658</u>	<u>\$ 5,300,923</u>	<u>\$ 7,554,078</u>	<u>\$ 12,051,378</u>	<u>\$ 15,545,693</u>	<u>\$ 13,881,001</u>

(1) = Unrestricted net position has been revised to reflect the implementation of GASB Statement #68.

(2) = Unrestricted net position has been revised to reflect the implementation of GASB Statement #75.

Changes in Net Position

Last Ten Years

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Expenses										
Governmental activities:										
General government.....	\$ 3,057,272	\$ 4,348,762	\$ 3,590,745	\$ 3,301,849	\$ 2,209,533	\$ 1,977,317	\$ 3,328,452	\$ 2,211,434	\$ 2,318,805	\$ 2,255,476
Public safety.....	4,321,924	4,395,354	4,371,052	4,597,971	5,428,134	5,304,247	5,474,186	5,503,516	5,694,741	5,793,142
Education.....	11,211,645	11,683,547	12,366,672	12,381,121	12,576,122	13,023,589	13,442,173	14,496,087	14,866,246	15,610,457
Public works.....	2,370,338	2,301,968	2,667,830	2,234,808	3,292,779	2,187,944	2,462,981	2,303,016	2,676,687	2,923,644
Environmental.....	-	-	-	42,603	51,858	61,135	62,884	66,933	76,397	117,015
Human services.....	413,970	343,575	348,353	372,686	412,725	416,373	399,049	405,808	436,344	458,532
Library and recreation.....	1,131,858	1,108,416	1,056,110	1,233,930	1,347,516	1,347,057	1,509,755	1,565,026	1,596,546	1,516,767
Community preservation.....	125,750	99,125	111,500	31,083	121,902	174,190	188,678	273,043	297,544	190,391
Interest.....	306,530	266,717	320,292	300,316	213,868	193,244	214,474	185,726	206,254	224,049
Total government activities expenses.....	22,939,287	24,547,464	24,832,554	24,496,367	25,654,437	24,685,096	27,082,632	27,010,589	28,169,564	29,089,473
Business-type activities:										
Sewer.....	1,144,432	1,182,756	1,142,391	1,171,581	1,037,894	1,035,859	888,735	967,062	893,274	1,305,690
Water.....	1,589,462	1,157,302	1,348,047	1,312,624	1,211,167	1,109,753	1,191,946	1,458,045	1,177,721	1,024,668
Total business-type activities expenses.....	2,733,894	2,340,058	2,490,438	2,484,205	2,249,061	2,145,612	2,080,681	2,425,107	2,070,995	2,330,358
Total primary government expenses.....	\$ 25,673,181	\$ 26,887,522	\$ 27,322,992	\$ 26,980,572	\$ 27,903,498	\$ 26,830,708	\$ 29,163,313	\$ 29,435,696	\$ 30,240,559	\$ 31,419,831
Program Revenues										
Governmental activities:										
Public Safety charges for services.....	\$ 787,630	\$ 902,236	\$ 936,231	\$ 859,854	\$ 1,060,694	\$ 928,075	\$ 941,759	\$ 1,016,928	\$ 983,873	\$ 1,009,161
Public works charges for services.....	177,667	202,915	261,116	370,400	271,146	226,928	420,284	245,215	241,525	358,823
Culture and recreation charges for services.....	171,466	303,173	250,412	412,894	533,176	587,051	612,374	772,549	738,976	732,109
Other charges for services.....	301,759	408,912	370,709	364,228	364,302	559,315	439,606	467,813	545,476	526,308
Operating grants and contributions.....	1,283,552	1,202,459	1,396,188	1,409,674	1,067,334	1,121,150	917,718	754,588	544,773	244,990
Capital grant and contributions.....	551,028	227,269	218,340	74,214	338,243	473,565	234,680	360,084	306,708	1,182,139
Total government activities program revenues.....	3,273,102	3,246,964	3,432,996	3,491,264	3,634,895	3,896,084	3,566,421	3,617,177	3,361,331	4,053,530
Business-type activities:										
Charges for services - Sewer.....	1,063,941	1,112,644	1,137,951	1,094,382	982,753	1,039,228	1,148,833	1,131,736	1,235,579	1,208,583
Charges for services - Water.....	864,368	1,024,289	1,128,376	1,005,231	1,010,770	1,073,623	1,268,344	1,279,465	1,206,649	1,318,255
Operating grants and contributions - Sewer.....	179,339	163,319	142,082	126,033	109,839	91,342	72,400	52,487	32,269	7,065
Capital grants and contributions - Water.....	-	-	-	-	-	-	-	1,253,267	-	-
Total business-type activities program revenues.....	2,107,668	2,300,252	2,408,409	2,225,646	2,103,362	2,204,193	2,509,577	3,716,955	2,474,497	2,533,903
Total primary government program revenues.....	\$ 5,380,770	\$ 5,547,216	\$ 5,841,405	\$ 5,716,910	\$ 5,738,257	\$ 6,100,277	\$ 6,075,998	\$ 7,334,132	\$ 5,835,828	\$ 6,587,433
Net (Expense)/Revenue										
Governmental activities.....	\$ (19,666,185)	\$ (21,300,500)	\$ (21,399,558)	\$ (21,005,103)	\$ (22,019,542)	\$ (20,789,012)	\$ (23,516,211)	\$ (23,393,412)	\$ (24,808,233)	\$ (25,035,943)
Business-type activities.....	(626,226)	(39,806)	(82,029)	(258,559)	(145,699)	58,581	428,896	1,291,848	403,502	203,545
Total primary government net expense.....	\$ (20,292,411)	\$ (21,340,306)	\$ (21,481,587)	\$ (21,263,662)	\$ (22,165,241)	\$ (20,730,431)	\$ (23,087,315)	\$ (22,101,564)	\$ (24,404,731)	\$ (24,832,398)
General Revenues and other Changes in Net Position										
Governmental activities:										
Real estate and personal property taxes, net of tax refunds payable.....	\$ 18,100,725	\$ 18,690,702	\$ 19,420,360	\$ 21,194,536	\$ 22,060,022	\$ 22,514,736	\$ 23,537,391	\$ 24,858,435	\$ 26,072,652	\$ 26,402,749
Motor vehicle and other excise taxes.....	770,698	774,595	795,742	823,971	867,725	960,019	1,088,562	1,033,774	1,202,892	1,151,772
Community preservation taxes.....	78,412	83,454	257,821	277,163	289,379	330,588	631,891	327,590	343,859	351,822
Payments in lieu of taxes.....	8,086	5,412	4,703	4,727	4,813	12,053	4,744	4,749	1,055	8,441
Grants and contributions not restricted to specific programs.....	269,530	207,501	210,208	204,935	199,552	200,812	214,651	212,326	219,009	231,555
Unrestricted investment income.....	55,996	51,075	43,643	26,441	19,050	16,184	33,171	161,990	59,579	82,843
Capital transfers.....	-	-	-	-	-	-	-	-	(1,539,118)	(3,102,019)
Transfers, net.....	(216,030)	(43,843)	(99,369)	(72,022)	70,188	151,208	(174,738)	(187,716)	(307,054)	(144,111)
Total governmental activities.....	19,067,417	19,768,896	20,633,108	22,459,751	23,510,729	24,185,600	25,335,672	26,411,148	26,052,874	24,983,052
Business-type activities:										
Capital transfers.....	-	-	-	-	-	-	-	-	1,539,118	3,102,019
Transfers, net.....	216,030	43,843	99,369	72,022	(70,188)	(151,208)	174,738	187,716	307,054	144,111
Total Business-type activities.....	216,030	43,843	99,369	72,022	(70,188)	(151,208)	174,738	187,716	1,846,172	3,246,130
Total primary government.....	\$ 19,283,447	\$ 19,812,739	\$ 20,732,477	\$ 22,531,773	\$ 23,440,541	\$ 24,034,392	\$ 25,510,410	\$ 26,598,864	\$ 27,899,046	\$ 28,229,182
Changes in Net Position										
Governmental activities.....	\$ (598,768)	\$ (1,531,604)	\$ (766,450)	\$ 1,454,648	\$ 1,491,187	\$ 3,396,588	\$ 1,819,461	\$ 3,017,736	\$ 1,244,641	\$ (52,891)
Business-type activities.....	(410,196)	4,037	17,340	(186,537)	(215,887)	(92,627)	603,634	1,479,564	2,249,674	3,449,675
Total primary government.....	\$ (1,008,964)	\$ (1,527,567)	\$ (749,110)	\$ 1,268,111	\$ 1,275,300	\$ 3,303,961	\$ 2,423,095	\$ 4,497,300	\$ 3,494,315	\$ 3,396,784

Fund Balances, Governmental Funds

Last Ten Years

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
General Fund										
Reserved.....	\$ 391,397	\$ 312,291	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved.....	1,719,820	1,488,450	-	-	-	-	-	-	-	-
Committed.....	-	-	-	-	-	-	-	875,846	1,445,799	2,114,792
Assigned.....	-	-	539,806	666,020	678,448	740,509	686,237	557,488	435,759	136,144
Unassigned.....	-	-	1,497,678	2,087,546	2,970,256	3,885,238	4,182,478	4,732,730	5,749,320	6,177,712
Total general fund.....	\$ 2,111,217	\$ 1,800,741	\$ 2,037,484	\$ 2,753,566	\$ 3,648,704	\$ 4,625,747	\$ 4,868,715	\$ 6,166,064	\$ 7,630,878	\$ 8,428,648
All Other Governmental Funds										
Reserved.....	\$ 294,892	\$ 303,197	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved, reported in:										
Special revenue funds.....	1,921,152	1,938,456	-	-	-	-	-	-	-	-
Capital projects funds.....	78,779	(2,140,895)	-	-	-	-	-	-	-	-
Permanent funds.....	70,024	45,113	-	-	-	-	-	-	-	-
Nonspendable.....	-	-	300,579	306,882	314,551	330,078	355,628	367,678	373,427	383,078
Restricted.....	-	-	1,652,393	1,671,544	1,412,867	4,238,683	3,611,381	3,597,003	3,158,848	2,721,678
Total all other governmental funds.....	\$ 2,364,847	\$ 145,871	\$ 1,952,972	\$ 1,978,426	\$ 1,727,418	\$ 4,568,761	\$ 3,967,009	\$ 3,964,681	\$ 3,532,275	\$ 3,104,756

The Town implemented GASB 54 in year 2011, fund balances prior to year 2011 have been reported in the pre-GASB 54 format.

Changes in Fund Balances, Governmental Funds

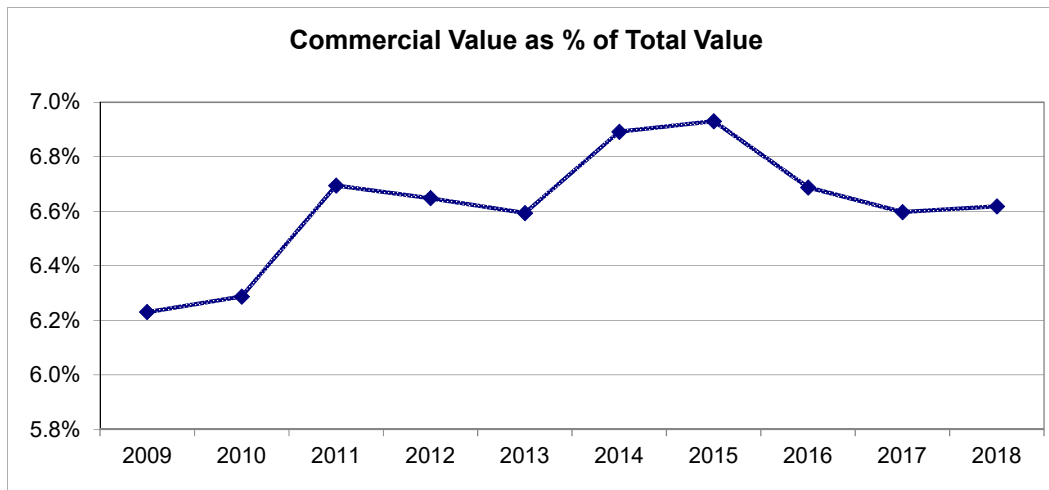
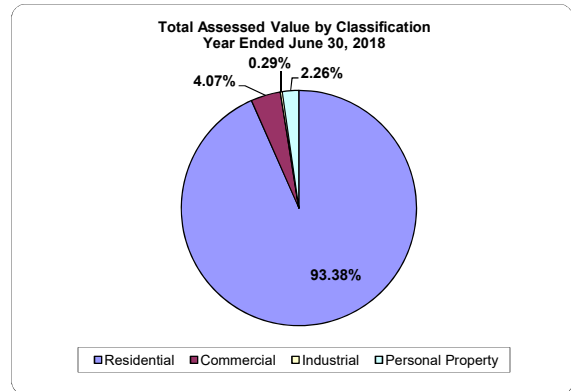
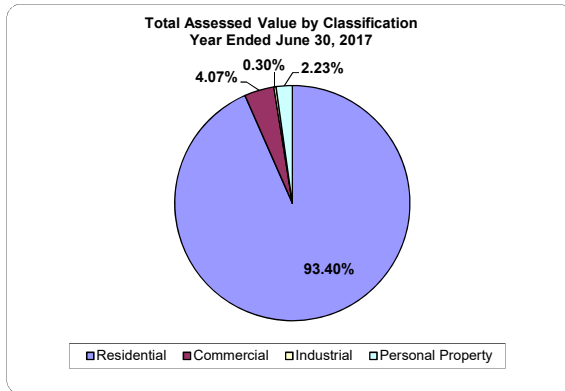
Last Ten Years

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Revenues:										
Real estate and personal property taxes, net of tax refunds.....	\$ 17,951,372	\$ 18,673,753	\$ 19,308,193	\$ 21,283,665	\$ 21,944,077	\$ 22,414,504	\$ 23,427,308	\$ 24,766,875	\$ 26,002,305	\$ 26,330,103
Motor vehicle and other excise taxes.....	807,854	787,524	788,114	841,862	821,077	997,267	1,052,007	1,075,413	1,151,286	1,179,792
Community preservation taxes.....	78,412	43,454	254,067	279,406	289,976	329,948	627,379	332,909	343,627	351,621
Charges for services.....	221,957	201,675	279,018	179,650	237,222	510,104	462,978	438,929	468,257	539,479
Penalties and interest on taxes.....	45,134	72,592	51,958	79,059	79,953	98,419	71,308	93,459	65,644	70,522
Intergovernmental.....	1,848,305	1,254,840	1,488,581	1,366,364	1,200,515	1,253,657	1,105,660	1,118,193	658,793	2,049,434
Departmental and other.....	1,255,730	1,618,796	1,549,944	1,764,167	2,012,530	1,857,044	1,946,132	2,108,224	2,123,741	2,040,922
Contributions.....	325,554	301,121	296,642	396,182	306,359	152,417	160,050	178,454	120,306	144,230
Investment income.....	55,996	51,075	43,643	26,441	19,050	17,587	36,330	187,639	65,412	12,321
Total Revenues.....	22,590,314	23,004,830	24,060,160	26,216,796	26,910,759	27,630,947	28,889,152	30,300,095	30,999,371	32,718,424
Expenditures:										
General government.....	1,192,779	3,336,689	1,111,340	1,171,377	1,397,416	1,213,873	2,552,316	1,685,127	1,487,992	1,393,400
Public safety.....	2,860,275	3,137,433	3,327,123	3,558,589	3,502,865	3,454,630	3,704,191	3,906,006	4,019,962	4,651,428
Education.....	11,211,645	11,683,547	12,366,672	12,381,121	12,576,122	13,023,589	13,442,173	14,496,087	14,866,246	15,610,457
Public works.....	2,581,009	1,950,901	2,222,771	1,937,077	2,600,598	2,173,789	3,063,488	2,210,430	2,786,445	4,218,145
Environmental.....	-	-	-	42,603	51,858	61,135	62,107	62,998	67,269	73,816
Human services.....	259,522	259,674	261,688	279,126	271,447	281,247	271,111	285,385	299,868	424,334
Community preservation.....	125,750	99,125	111,500	424,988	121,902	261,423	223,376	643,448	484,895	722,155
Library and recreation.....	818,956	830,626	894,001	938,162	1,317,814	1,205,962	1,120,910	1,212,740	1,499,528	1,111,376
Pension benefits.....	1,335,184	1,305,558	1,340,294	1,326,219	1,407,431	1,362,589	1,396,859	945,454	998,386	1,049,336
Property and liability insurance.....	87,953	86,204	89,736	92,337	94,835	107,441	120,508	105,425	114,797	118,271
Employee benefits.....	1,474,387	1,564,994	1,779,742	1,863,773	1,710,844	2,018,521	1,758,738	1,823,119	1,757,905	1,797,973
State and county charges.....	140,375	148,394	148,399	146,622	153,319	153,976	156,371	158,300	158,906	161,280
Debt service:										
Principal.....	822,700	808,300	803,600	924,900	904,200	924,500	1,142,800	1,082,100	912,400	685,248
Interest.....	309,062	278,994	321,081	314,344	245,182	239,517	228,250	200,739	205,310	186,843
Total Expenditures.....	23,219,597	25,490,439	24,777,947	25,401,238	26,355,833	26,482,192	29,243,198	28,817,358	29,659,909	32,204,062
Excess (deficiency) of revenues over (under) expenditures.....	(629,283)	(2,485,609)	(717,787)	815,558	554,926	1,148,755	(354,046)	1,482,737	1,339,462	514,362
Other Financing Sources (Uses):										
Issuance of refunding debt.....	-	-	2,861,000	-	2,095,000	-	-	-	-	-
Issuance of bonds and notes.....	-	-	-	-	-	2,461,000	-	-	-	-
Premium from issuance of bonds.....	-	-	-	-	-	57,423	-	-	-	-
Premium from issuance of refunding bonds.....	-	-	-	-	92,836	-	-	-	-	-
Payments to refunded bond escrow agent.....	-	-	-	-	(2,168,820)	-	-	-	-	-
Capital lease financing.....	122,295	-	-	-	-	-	-	-	-	-
Transfers in.....	718,183	835,943	869,509	743,460	904,581	485,488	801,466	653,799	642,699	639,131
Transfers out.....	(934,213)	(879,786)	(968,878)	(815,482)	(834,393)	(334,280)	(976,204)	(841,515)	(949,753)	(783,242)
Total other financing sources (uses).....	(93,735)	(43,843)	2,761,631	(72,022)	89,204	2,669,631	(174,738)	(187,716)	(307,054)	(144,111)
Net change in fund balance.....	\$ (723,018)	\$ (2,529,452)	\$ 2,043,844	\$ 743,536	\$ 644,130	\$ 3,818,386	\$ (528,784)	\$ 1,295,021	\$ 1,032,408	\$ 370,251
Debt service as a percentage of noncapital expenditures.....	5.08%	4.44%	4.66%	5.13%	4.55%	4.56%	4.83%	4.67%	3.99%	3.04%
Percentage increase (decrease) of real estate and personal property taxes, net of tax refunds.....	9.38%	4.02%	3.40%	10.23%	3.10%	2.14%	4.52%	5.72%	0.00%	1.26%

Assessed Value and Actual Value of Taxable Property by Classification and Tax Rates

Last Ten Years

	Assessed and Actual Values and Tax Rates								
Year	Residential Value	Residential & Personal Property Tax Rate	Commercial Value	Industrial Value	Personal Property	Total Commercial Value	Commercial Tax Rate	Total Direct Rate (2)	Total Town Value
2009	\$2,059,975,505	\$8.25	\$91,046,836	\$6,306,000	\$39,517,900	\$136,870,736	\$8.25	\$8.25	\$2,196,846,241
2010	\$2,161,387,030	\$8.14	\$88,761,973	\$6,595,750	\$49,653,670	\$145,011,393	\$8.14	\$8.14	\$2,306,398,423
2011	(1) \$2,016,626,930	\$9.04	\$85,892,569	\$6,528,400	\$52,259,680	\$144,680,649	\$9.04	\$9.04	\$2,161,307,579
2012	\$1,949,895,980	\$10.11	\$84,497,921	\$6,677,800	\$47,687,130	\$138,862,851	\$10.11	\$10.11	\$2,088,758,831
2013	\$1,951,832,430	\$10.51	\$84,294,302	\$6,689,600	\$46,798,640	\$137,782,542	\$10.51	\$10.51	\$2,089,614,972
2014	(1) \$2,012,976,160	\$10.45	\$95,458,145	\$6,717,750	\$46,811,320	\$148,987,215	\$10.45	\$10.45	\$2,161,963,375
2015	\$2,027,420,125	\$10.84	\$95,509,329	\$6,717,150	\$48,748,980	\$150,975,459	\$10.84	\$10.84	\$2,178,395,584
2016	\$2,095,470,865	\$11.07	\$94,052,039	\$6,705,900	\$49,426,790	\$150,184,729	\$11.07	\$11.07	\$2,245,655,594
2017	(1) \$2,198,932,890	\$11.00	\$95,909,875	\$6,980,800	\$52,428,880	\$155,319,555	\$11.00	\$11.00	\$2,354,252,445
2018	\$2,238,369,780	\$11.03	\$97,448,467	\$7,046,900	\$54,138,870	\$158,634,237	\$11.03	\$11.03	\$2,397,004,017



(1) Revaluation year.

(2) Weighted average direct tax rate, calculated as weighted average of residential, commercial and personal property tax rates.

Source: Assessor's Department, Town of Manchester-by-the-Sea

All property in the Commonwealth of Massachusetts is assessed at 100% of fair cash value.

Note: Chapter 59, Section 21C of the Massachusetts General Laws, known as "Proposition 2 1/2", imposes 2 separate limits on the annual tax levy of the Town. The primary limitation is that the tax levy cannot exceed 2 1/2 percent of the full and fair cash value. The secondary limitation is that the tax levy cannot exceed the maximum levy limit for the preceding year as determined by the State Commissioner of Revenue by more than 2 1/2 percent, subject to an exception for property added to the tax rolls and for certain substantial valuation increases other than as part of a general revaluation. The secondary limit may be exceeded in any year by a majority vote of the voters, however it cannot exceed the primary limitation.

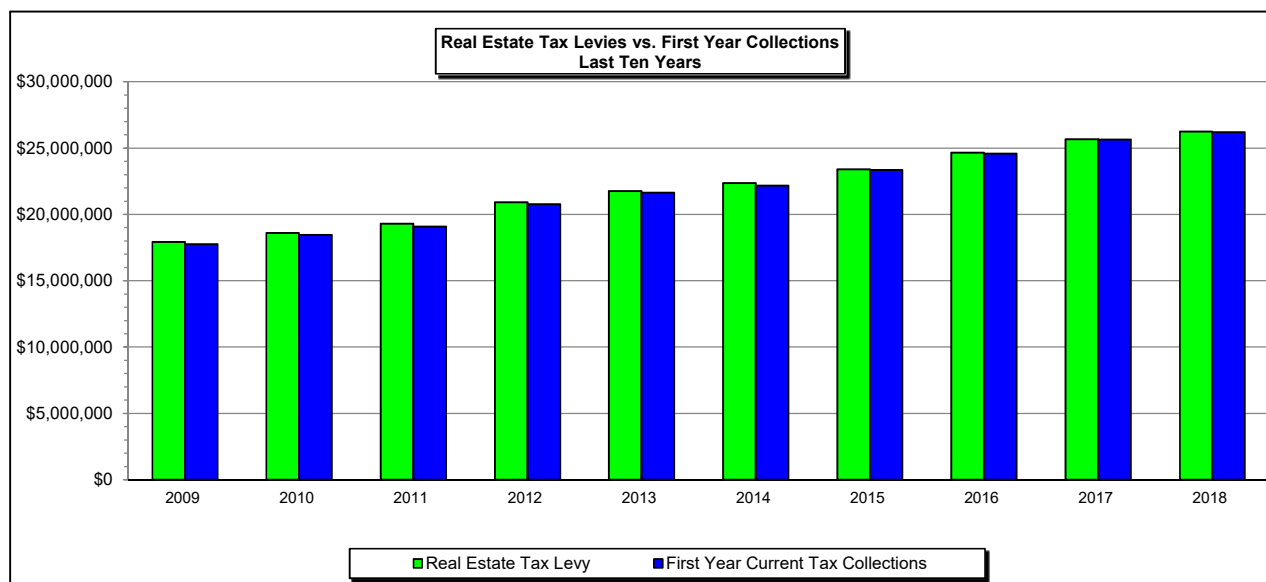
Principal Taxpayers
Current Year and Nine Years Ago

Name	Nature of Business	2018			2009		
		Assessed Valuation	Rank	Percentage of Total Taxable Assessed Value	Assessed Valuation	Rank	Percentage of Total Taxable Assessed Value
Mass. Electric Co.	Utility	\$27,187,340	1	1.13%	\$17,353,940	3	0.79%
Essex Country Club	Golf Course	\$21,443,720	2	0.89%	\$21,712,000	1	0.99%
Von Metzsch, Ernest	Residence/Apts.	\$20,814,000	3	0.87%	\$15,963,600	5	0.73%
Sea Rock Estates (Colburn)	Residence/Apts.	\$19,693,760	4	0.82%	\$21,001,030	2	0.96%
Algonquin Gas	Gas Line	\$18,196,200	5	0.76%	-	N/A	0.00%
Bolena, LLC	Residential/Commercial	\$18,160,000	6	0.76%	-	N/A	0.00%
Moore, Stuart (Eaglis)	Residential	\$16,409,200	7	0.68%	\$16,445,400	4	0.75%
Melden, Kurt A	Residential	\$12,641,300	8	0.53%	\$15,253,300	6	0.69%
Warren/ Paumier	Residential	\$11,747,790	9	0.49%	-	N/A	0.00%
Bousquet, Dawna	Residential	\$11,449,000	10	0.48%	\$11,346,000	9	0.52%
Lastavica, Catherine C.	Residential	-	N/A	0.00%	\$13,080,400	7	0.60%
Lindsay, Stephen P. (Smith's Pt. Realty)	Residential	-	N/A	0.00%	\$12,875,200	8	0.59%
Skates, Mary	Residential	-	N/A	0.00%	\$11,326,200	10	0.52%
Totals		<u>\$177,742,310</u>		<u>7.42%</u>	<u>\$156,357,070</u>		<u>7.12%</u>
Source: Town Assessor, Debt Offering Statements							

Property Tax Levies and Collections

Last Ten Years

Year	(2) Total Tax Levy	Less Reserve for Abatements & Exemptions	(2) Net Tax Levy	Net as % of Total	First Year Current Tax Collections	Percent of Net Levy Collected	Delinquent Tax Collections	Total Tax Collections	Percent of Total Tax Collections to Net Tax Levy (3)
2009	\$18,123,982	\$194,429	\$17,929,553	98.93%	\$17,761,402	99.06%	\$6,054	\$17,767,456	99.10%
2010	\$18,774,083	\$163,876	\$18,610,207	99.13%	\$18,458,862	99.19%	\$86,193	\$18,545,055	99.65%
2011 (1)	\$19,538,221	\$245,499	\$19,292,722	98.74%	\$19,074,571	98.87%	\$98,255	\$19,172,826	99.38%
2012	\$21,117,352	\$193,715	\$20,923,637	99.08%	\$20,777,559	99.30%	\$63,362	\$20,840,921	99.60%
2013	\$21,961,853	\$191,978	\$21,769,875	99.13%	\$21,634,483	99.38%	\$32,941	\$21,667,424	99.53%
2014 (1)	\$22,592,517	\$230,286	\$22,362,231	98.98%	\$22,160,572	99.10%	\$104,593	\$22,265,165	99.57%
2015	\$23,613,808	\$214,272	\$23,399,536	99.09%	\$23,360,761	99.83%	\$150,675	\$23,511,436	100.48%
2016	\$24,859,407	\$200,408	\$24,658,999	99.19%	\$24,582,559	99.69%	\$175,722	\$24,758,282	100.40%
2017 (1)	\$25,896,777	\$224,747	\$25,672,030	99.13%	\$25,655,634	99.94%	\$127,924	\$25,783,558	100.43%
2018	\$26,438,954	\$199,489	\$26,239,465	99.25%	\$26,203,017	99.86%	\$0	\$26,203,017	99.86%



(1) Revaluation year.

(2) Includes tax liens.

(3) If the actual abatements and exemptions are lower than the estimate, the actual collections can exceed the net levy.

Source: Official Statements, Town of Manchester-by-the-Sea.

Ratios of Outstanding Debt by Type

Last Ten Years

Year	Governmental Activities	Business-type Activities	Total Debt Outstanding	Percentage of Personal Income (2)	U. S. Census Population	Debt Per Capita
	General Obligation Bonds (1)	General Obligation Bonds (1)				
2009	\$7,154,800	\$4,299,053	\$11,453,853	2.97%	5,290	\$2,165
2010	\$6,346,500	\$3,774,227	\$10,120,727	1.99%	5,265	\$1,922
2011	\$8,403,900	\$3,308,496	\$11,712,396	2.24%	5,260	\$2,227
2012	\$7,479,000	\$2,832,120	\$10,311,120	1.68%	5,205	\$1,981
2013	\$6,564,800	\$2,339,393	\$8,904,193	1.55%	5,136	\$1,734
2014	\$8,101,300	\$2,024,971	\$10,126,271	1.65%	5,136	\$1,972
2015	\$6,958,500	\$1,470,081	\$8,428,581	1.34%	5,216	\$1,616
2016	\$5,876,400	\$897,227	\$6,773,627	1.05%	5,300	\$1,278
2017	\$6,404,000	\$545,450	\$6,949,450	1.05%	5,389	\$1,290
2018	\$8,567,252	\$2,704,055	\$11,271,307	1.75%	5,393	\$2,090

(1) Presented net of original issuance discounts and premiums.

(2) Personal income is disclosed on the Schedule of Demographic and Economic Statistics.

Source: Audited Financial Statements, U. S. Census

Ratios of General Bonded Debt Outstanding

Last Ten Years

Year		General Obligation Bonds (1)	Percentage of Estimated Actual Taxable Value of Property (2)		Per Capita (3)
2009	\$	11,453,853	0.52%	\$	2,165
2010		10,120,727	0.44%		1,922
2011		11,712,396	0.54%		2,227
2012		10,311,120	0.49%		1,981
2013		8,904,193	0.43%		1,734
2014		10,126,271	0.47%		1,972
2015		8,428,581	0.39%		1,616
2016		6,773,627	0.30%		1,278
2017		6,949,450	0.30%		1,290
2018		11,271,307	0.47%		2,090

(1) This is the general bonded debt of both governmental and business-type activities, net of original issuance discounts and premiums.

(2) Property value data is disclosed on the Schedule of Assessed Value of Taxable Property by Classification and Tax Rates.

(3) Population data is disclosed on the Schedule of Demographic and Economic Statistics.

Source: Audited Financial Statements, U. S. Census

Direct and Overlapping Governmental Activities Debt

As of June 30, 2018

	<u>Debt Outstanding</u>	<u>Percentage Applicable (1)</u>	<u>Share of Overlapping Debt</u>
Overlapping debt:			
Manchester-Essex Regional School District.....	\$ 18,670,000	66.95%	\$ 12,499,565
Town direct debt.....			<u>8,567,252</u>
Total direct and overlapping debt.....			<u><u>\$ 21,066,817</u></u>

Source: Official Statements and Manchester-Essex Regional School District

Note: Overlapping governments are those that coincide, at least in part, with geographic boundaries of the Town. This schedule calculates the portion of the outstanding debt of those overlapping governments that is borne by the taxpayers of Town. This process recognizes that, when considering the government's ability to issue and repay long-term debt, the entire debt burden borne by the property taxpayers should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt, of each overlapping government.

(1) The percentage applicable for the Manchester-Essex Regional School District is based on the Town's percentage of the total annual capital budget, which summarizes debt payments due in the fiscal year.

Computation of Legal Debt Margin

Last Ten Years

(Amounts in Thousands)

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Equalized Valuation.....	\$ <u>2,346,551</u>	\$ <u>2,434,992</u>	\$ <u>2,434,992</u>	\$ <u>2,242,768</u>	\$ <u>2,242,768</u>	\$ <u>2,276,186</u>	\$ <u>2,276,186</u>	\$ <u>2,394,763</u>	\$ <u>2,394,763</u>	\$ <u>2,526,295</u>
Debt Limit -5% of Equalized Valuation.....	\$ 117,328	\$ 121,750	\$ 121,750	\$ 112,138	\$ 112,138	\$ 113,809	\$ 113,809	\$ 119,738	\$ 119,738	\$ 126,315
Less:										
Outstanding debt applicable to limit.....	6,015	5,269	7,443	6,620	5,789	5,764	4,735	3,739	3,125	4,919
Authorized and unissued debt applicable to limit.....	<u>2,440</u>	<u>2,931</u>	-	-	<u>2,661</u>	-	-	<u>4,194</u>	<u>5,000</u>	<u>1,000</u>
Legal debt margin.....	\$ <u>108,873</u>	\$ <u>113,550</u>	\$ <u>114,307</u>	\$ <u>105,518</u>	\$ <u>103,688</u>	\$ <u>108,045</u>	\$ <u>109,074</u>	\$ <u>111,805</u>	\$ <u>111,613</u>	\$ <u>120,396</u>
Total debt applicable to the limit as a percentage of debt limit.....	7.21%	6.74%	6.11%	5.90%	7.54%	5.06%	4.16%	6.63%	6.79%	4.69%

Source: Assessor's Office

Demographic and Economic Statistics

Last Ten Years

Year	Population Estimates	Personal Income	Per Capita Personal Income	Median Age	School Enrollment	Unemployment Rate
2009	5,290	\$ 385,900,210	\$ 72,949	43.7	781	6.0%
2010	5,265	\$ 508,914,900	\$ 96,660	45.8	817	5.9%
2011	5,260	\$ 522,018,180	\$ 99,243	45.8	888	4.8%
2012	5,205	\$ 614,153,565	\$ 117,993	45.8	902	5.6%
2013	5,136	\$ 574,821,120	\$ 111,920	45.8	892	4.9%
2014	5,136	\$ 614,671,344	\$ 119,679	45.8	896	3.7%
2015	5,216	\$ 630,488,121 *	\$ 120,876 *	45.8	863	3.2%
2016	5,300	\$ 647,048,104 *	\$ 122,085 *	45.8	865	3.0%
2017	5,389	\$ 664,492,765 *	\$ 123,305 *	48.8	868	2.9%
2018	5,393	\$ 645,428,847	\$ 119,679	49.9	849	3.6%

Source: U. S. Census, Division of Local Services
Median age is based on most recent census data

* Estimated

Principal Employers (excluding Town)

Current Year and Nine Years Ago

Employer	Nature of Business	2018			2003		
		Employees	Rank	Percentage of Total Town Employment	Employees	Rank	Percentage of Total Town Employment
Essex Country Club	Golf/Tennis	124	1	4.55%			-
Landmark School	Education	90	2	3.31%	90	1	3.26%
Brookwood School	Education	80	3	2.94%			0.00%
Manchester Essex Regl High School	Education	68	4	2.50%			-
Crosby's Marketplace	Supermarket	67	5	2.46%	30	4	-
Memorial School	Education	66	6	2.42%	10	8	0.36%
Manchester Essex Regl Middle School	Education	55	7	2.02%			-
J Barrett	Real Estate	28	8	1.03%	50	2	-
Manchester Athletic Club	Athletic Club	25	9	0.92%			-
Crocker's Boat Yard	Boat Yard	18	10	0.66%	20	6	0.72%
Coldwell Banker	Real Estate			-	45	3	1.63%
Cricket Press	Printing			-	28	5	1.01%
Gurley Optical Shop	Medical Center			-	15	7	0.54%
Landing at Seven Central	Restaurant			-	10	9	0.36%

Source: Massachusetts Department of Employment and Training and Official Statements
Information for 2009 is unavailable.
Only 9 principal employers were available for 2003.

Full-time Equivalent Town Employees by Function

Last Ten Years

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Function										
General government.....	10	12	11	10	10	9	11	9	11	11
Public safety.....	37	37	36	36	35	36	35	35	33	33
Public works.....	13	13	13	12	13	11	10	9	9	9
Environmental.....	1	1	2	1	1	1	1	1	1	1
Human services.....	2	2	2	2	2	2	3	3	3	3
Culture and recreation.....	6	6	7	6	6	7	7	6	6	6
Water and sewer enterprise.....	7	7	7	6	8	6	8	8	8	8
Total	<u>76</u>	<u>78</u>	<u>78</u>	<u>73</u>	<u>75</u>	<u>72</u>	<u>75</u>	<u>71</u>	<u>71</u>	<u>71</u>

Source: Various Town Departments

Operating Indicators by Function/Program

Last Ten Years

Function/Program	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Fire & Rescue										
Fire related calls.....	893	955	955	1,007	891	975	962	996	32	22
Rescue/EMS.....	435	469	410	436	400	513	485	481	533	560
Permits and inspections.....	669	666	811	715	1,117	1,329	1,191	239	651	299
Animal Control										
Calls for service.....	323	337	323	312	345	404	438	376	428	374
Council on Aging										
Units of transportation provided.....	1,272	1,008	1,196	1,250	960	975	3,300	4,200	7,400	7,500
Units of outreach service provided.....	215	237	256	274	278	283	375	390	420	530
Meals delivered by Meals on Wheels.....	3,000	2,700	2,400	2,200	2,275	2,633	3,336	3,453	3,702	3,693
Inspectional Services Department										
Number of building permits issued.....	209	208	228	229	259	249	280	326	314	280
Number of electrical permits.....	197	144	192	174	158	208	189	204	227	215
Number of plumbing.....	193	172	200	196	172	176	211	211	194	190
Number of gas permits.....	203	177	175	206	152	165	209	177	194	191
Water/Sewer										
Drinking water use (in gallons).....	229,460,000	215,586,000	207,502,535	208,453,780	207,444,164	235,789,924	232,392,560	246,006,924	231,424,280	234,221,939
Drinking water supplied.....	2,069	2,105	2,103	2,106	2,110	1,997	2,418	2,468	2,510	2,524
Annual flow of wastewater (in gallons).....	151,000,000	212,000,000	171,000,000	206,000,000	128,000,000	153,000,000	177,823,000	144,086,000	150,294,000	151,825,169
Recreation										
Number of participants after school program.....	45	45	85	102	102	108	85	91	81	74
Number of participants winter basketball	238	248	292	279	283	296	283	267	267	271
Number of participants summer playground.....	273	272	269	376	371	314	312	209	252	253
Parking Clerk										
Beach and residence stickers issued.....	3,502	3,466	3,617	3,662	3,689	3,561	3,700	3,778	3,707	3,962
Police Department										
Calls for service.....	7,946	7,923	7,902	9,374	11,061	12,157	13,130	13,676	14,522	13,504
Arrests.....	172	n/a	129	111	142	129	136	178	48	47
Traffic citations.....	610	709	673	561	579	588	587	581	319	342
Public Works										
Beaches maintained.....	6	6	6	6	6	6	6	6	6	6
Parks/Sports Fields maintained.....	5	5	5	5	5	5	5	5	5	5
Cemeteries maintained.....	5	5	5	5	5	5	5	5	5	5
Trees in towns right of ways.....	2,300	2,300	2,300	2,300	2,300	2,300	2,300	2,300	2,300	2,300
Town Clerk										
Dog licenses issued.....	895	915	913	923	940	909	973	915	962	954
Manchester Public Library										
Number of visitors.....	37,000	49,000	45,855	46,820	50,000	50,000	43,500	50,630	42,680	46,836
Registered borrowers.....	4,620	4,900	4,512	4,550	4,726	5,200	4,613	5,694	5,694	5,157
Number of circulated items.....	n/a	75,000	n/a	73,315	67,300	63,000	65,577	62,763	63,387	68,198
Borrowed from other MVLC libraries.....	n/a	n/a	n/a	12,000	14,000	12,000	10,887	11,195	11,183	11,494
Items lent to other MVLC libraries.....	n/a	n/a	n/a	29,000	17,250	15,660	16,626	17,931	17,923	21,707
Answered reference questions.....	3,500	4,000	3,500	n/a	2,400	1,444	1,395	2,183	2,058	2,065
Titles owned.....	50,900	57,300	54,363	81,674	53,700	59,443	54,386	59,443	61,783	43,061
Number of programs held.....	237	215	196	212	240	244	226	n/a	73	286

Note- 2018 information not available.

Source: Various Town Departments

n/a - not available

Capital Asset Statistics by Function/Program

Last Ten Years

<u>Function/Program</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
General Government										
Town Hall.....	1	1	1	1	1	1	1	1	1	1
Seaside One Building.....	1	1	1	1	1	1	1	1	1	1
Police										
Police Station at Town Hall.....	1	1	1	1	1	1	1	1	1	1
Fire										
Number of stations.....	1	1	1	1	1	1	1	1	1	1
Public Works										
Sewer Treatment Plant.....	1	1	1	1	1	1	1	1	1	1
Water Treatment Plant.....	1	1	1	1	1	1	1	1	1	1
Public Works Garage.....	1	1	1	1	1	1	1	1	1	1
Cemetery.....	1	1	1	1	1	1	1	1	1	1
Transfer Station.....	1	1	1	1	1	1	1	1	1	1
Culture and Recreation										
Tuck's Point.....	1	1	1	1	1	1	1	1	1	1
Rotunda at Tuck's Point.....	1	1	1	1	1	1	1	1	1	1
Tuck's Point Chowder House.....	1	1	1	1	1	1	1	1	1	1
Singing Beach.....	1	1	1	1	1	1	1	1	1	1
Masconomo Park.....	1	1	1	1	1	1	1	1	1	1
Libraries.....	1	1	1	1	1	1	1	1	1	1
Crowell Chapel.....	1	1	1	1	1	1	1	1	1	1
Black Beach.....	1	1	1	1	1	1	1	1	1	1
Coach Field Playground.....	1	1	1	1	1	1	1	1	1	1
Magnolia Beach.....	1	1	1	1	1	1	1	1	1	1
Surf Park.....	1	1	1	1	1	1	1	1	1	1
Sweeney Park.....	1	1	1	1	1	1	1	1	1	1
West Manchester Beach.....	1	1	1	1	1	1	1	1	1	1
White Beach.....	1	1	1	1	1	1	1	1	1	1

Source: Various Town Departments