

***TOWN OF GROVELAND, MASSACHUSETTS***

***REPORT ON EXAMINATION OF  
BASIC FINANCIAL STATEMENTS***

***FISCAL YEAR ENDED JUNE 30, 2011***

TOWN OF GROVELAND, MASSACHUSETTS

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JUNE 30, 2011

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## Independent Auditors' Report

To the Honorable Board of Selectmen  
Town of Groveland, Massachusetts

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 Groveland, Massachusetts, as of and for the fiscal year ended June 30, 2011 (except for the Groveland Municipal Light Department which is as of and for the year ended December 31, 2010), which collectively comprise the Town's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Town of Groveland, Massachusetts' management. Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the financial statements of the Groveland Municipal Light Department, which reflects approximately 59% of the total assets and approximately 83% of the total revenues of the business-type activities. Those financial statements were audited by another auditor whose report thereon has been furnished to us, and our opinion, insofar as it relates to the amounts included for the business-type activities above, is based solely on the report of another auditor.

Except as discussed in the following paragraph, 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 of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

Based on our audit, we were unable to obtain sufficient audit evidence to satisfy ourselves as to the sufficiency of overall internal controls over maintenance of the general ledger. The Town's control activities for its accounting system were insufficient and did not completely reconcile the posted activity which resulted in an increase to the Water Enterprise fund in the amount of \$942,610.

In our opinion, based on our audit and the report of another auditor, except for the limitation of the scope of our audit which resulted in the adjustment noted in the paragraph above, the financial statements referred to in the first paragraph, 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 Groveland, Massachusetts, as of June 30, 2011 (except for the Groveland Municipal Light Department which is as of and for the year ended December 31, 2010), and the respective changes in financial position and cash flows, where applicable, thereof for the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated February 28, 2013, on our consideration of the Town of Groveland, Massachusetts' internal control over financial reporting and 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* and should be read in conjunction with this report in considering the results of our audit.

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.

*Powers + Jenkins, LLC*

February 28, 2013

***Management's Discussion and Analysis***

## ***Management's Discussion and Analysis***

As management of the Town of Groveland, we offer readers of these financial statements this narrative overview and analysis of the financial activities for the fiscal year ended June 30, 2011. We encourage readers to consider the information presented in this report.

### ***Overview of the Financial Statements***

This discussion and analysis is intended to serve as an introduction to the Town of Groveland's basic financial statements. These basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. The government-wide financial statements provide both long-term and short-term information about the Town as a whole. The fund financial statements focus on the individual components of the Town government, reporting the Town's operations in more detail than the government-wide statements. Both presentations (government-wide and fund) allow the user to address relevant questions, broaden the basis of comparison and enhance the Town's accountability. An additional part of the basic financial statements are the notes to the financial statements. The 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 assets* presents information on all assets and liabilities, with the difference between the two reported as *net assets*. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position is improving or deteriorating.

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

Both of the government-wide financial statements distinguish functions 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, community preservation, human services, and culture and recreation. The business-type activities include the water, sewer, and electric light 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 fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

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

The Town 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 Town's general fund, community preservation fund, and stabilization fund are considered major funds for presentation purposes. These major funds are presented in separate columns in the governmental funds balance sheet and in the governmental funds statement of revenues, expenditures, and changes in fund balances. The remaining governmental funds are aggregated and shown as nonmajor governmental funds.

**Proprietary funds.** The Town maintains one type of propriety fund.

*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, sewer, and electric light 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 propriety 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.

## Financial Highlights

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. The Town of Groveland's governmental assets exceeded liabilities for governmental activities by \$22 million and the business-type activities by \$15.3 million at the close of the most recent fiscal year. Key components of the Town's activities are presented below.

### Governmental Activities

	<u>2011</u>	<u>2010</u>
<b>Assets:</b>		
Current assets.....	\$ 6,922,357	\$ 6,745,114
Capital assets.....	15,878,867	15,868,137
<b>Total assets.....</b>	<b><u>22,801,224</u></b>	<b><u>22,613,251</u></b>
<b>Liabilities:</b>		
Current liabilities (excluding debt).....	224,127	413,150
Noncurrent liabilities (excluding debt).....	131,625	460,830
Noncurrent debt.....	423,842	-
<b>Total liabilities.....</b>	<b><u>779,594</u></b>	<b><u>873,980</u></b>
<b>Net Assets:</b>		
Invested in capital assets, net of related debt.....	15,878,867	15,868,137
Restricted.....	2,739,758	2,492,763
Unrestricted.....	3,403,005	3,378,371
<b>Total net assets.....</b>	<b><u>\$ 22,021,630</u></b>	<b><u>\$ 21,739,271</u></b>

Governmental net assets of \$15.9 million (73%) 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 the net assets \$2.7 million (12%) represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net assets \$3.4 million (15%) may be used to meet the government's ongoing obligations to citizens and creditors.

Governmental activities increased the Town's net assets by \$282,000 during fiscal year 2011 as compared to an increase of \$27,000 in fiscal year 2010. In 2009 the Town implemented GASB Statement No. 45, Accounting and Financial Reporting by Employers for Postemployment Benefits Other than Pensions (OPEB) and this GASB required the Town to recognize cumulative liabilities and expenses for the Governmental and Business-Type Activities amounting to \$424,000 and \$180,000, respectively. The current year expenses are \$84,000 and \$34,000 for governmental and business-type activities, respectively.



	<u>2011</u>	<u>2010</u>
<b>Program Revenues:</b>		
Charges for services.....	\$ 479,989	\$ 550,760
Operating grants and contributions.....	771,888	548,922
Capital grants and contributions.....	195,417	540,357
<b>General Revenues:</b>		
Real estate and personal property taxes.....	10,369,621	9,912,904
Motor vehicle and other excise taxes.....	771,346	660,022
Nonrestricted grants.....	656,883	696,908
Unrestricted investment income.....	25,136	41,940
Other revenues.....	301,256	297,420
<b>Total revenues.....</b>	<b><u>13,571,536</u></b>	<b><u>13,249,233</u></b>
<b>Expenses:</b>		
General Government.....	1,308,153	1,318,677
Public Safety.....	1,997,351	1,957,885
Education.....	7,705,134	7,483,501
Public Works.....	1,625,236	1,790,381
Community Development.....	145,841	-
Human Services.....	279,610	294,230
Culture and Recreation.....	262,352	407,661
<b>Total expenses.....</b>	<b><u>13,323,677</u></b>	<b><u>13,252,335</u></b>
<b>Excess (Deficiency) before transfers.....</b>	<b>247,859</b>	<b>(3,102)</b>
<b>Transfers.....</b>	<b><u>34,500</u></b>	<b><u>30,000</u></b>
<b>Change in net assets.....</b>	<b>\$ <u>282,359</u></b>	<b>\$ <u>26,898</u></b>

### ***Business-type Activities***

Business-type activities increased the Town's net assets by \$1,748,000. The water, sewer, and electric light department's change in net assets each amounted to \$995,000, \$386,000, and \$368,000, respectively, during the fiscal year 2011. The water fund activities include an "other item" in the amount of \$942,610 that was recorded as the result of insufficient internal controls over the maintenance of the general ledger.

**Water Activities**

Water business-type activities assets exceeded liabilities by \$3.7 million at the close of fiscal year 2011. Invested in capital assets net of related debt were \$3 million (79%) and unrestricted net assets were \$791,000 (21%). Net assets increased during fiscal year 2011 by approximately \$995,000, including the \$943,000 of unreconciled activity mentioned above, compared to a decrease of approximately (\$290,000) in the prior year.

	<u>2011</u>	<u>2010</u>
<b>Assets:</b>		
Current assets.....	\$ 856,816	\$ 123,107
Capital assets.....	<u>3,417,760</u>	<u>3,362,268</u>
<b>Total assets.....</b>	<b><u>4,274,576</u></b>	<b><u>3,485,375</u></b>
<b>Liabilities:</b>		
Current liabilities (excluding debt).....	23,731	56,315
Noncurrent liabilities (excluding debt).....	555,467	45,542
Current debt.....	<u>165,000</u>	<u>635,000</u>
<b>Total liabilities.....</b>	<b><u>744,198</u></b>	<b><u>736,857</u></b>
<b>Net Assets:</b>		
Invested in capital assets, net of related debt.....	2,952,760	2,727,268
Unrestricted.....	<u>790,667</u>	<u>21,250</u>
<b>Total net assets.....</b>	<b><u>\$ 3,743,427</u></b>	<b><u>\$ 2,748,518</u></b>
<b>Program Revenues:</b>		
Charges for services.....	\$ 672,810	\$ 513,278
<b>Expenses:</b>		
Water.....	<u>620,511</u>	<u>802,911</u>
<b>Excess (Deficiency) before other items.....</b>	52,299	(289,633)
<b>Net unreconciled activity.....</b>	<u>942,610</u>	<u>-</u>
<b>Change in net assets.....</b>	<b><u>\$ 994,909</u></b>	<b><u>\$ (289,633)</u></b>

**Sewer Activities**

Sewer business-type activities assets exceeded liabilities by \$2.3 million at the close of fiscal year 2011. Capital assets net of related debt were \$1.9 million (85%) and unrestricted net assets were \$343,000 (15%). Net assets increased during fiscal year 2011 by approximately \$386,000 compared to an increase of approximately \$111,000 in the prior year. The increase in 2011 relates mainly to the sewer betterments recorded during the fiscal year.

	<u>2011</u>	<u>2010</u>
<b>Assets:</b>		
Current assets.....	\$ 418,695	\$ 314,547
Capital assets.....	<u>2,349,396</u>	<u>2,436,952</u>
<b>Total assets.....</b>	<b><u>2,768,091</u></b>	<b><u>2,751,499</u></b>
<b>Liabilities:</b>		
Current liabilities (excluding debt).....	21,099	21,934
Noncurrent liabilities (excluding debt).....	31,169	34,442
Current debt.....	47,200	193,200
Noncurrent debt.....	<u>391,000</u>	<u>280,000</u>
<b>Total liabilities.....</b>	<b><u>490,468</u></b>	<b><u>529,576</u></b>
<b>Net Assets:</b>		
Invested in capital assets, net of related debt.....	1,911,196	1,963,752
Unrestricted.....	<u>696,328</u>	<u>258,171</u>
<b>Total net assets.....</b>	<b><u>\$ 2,607,524</u></b>	<b><u>\$ 2,221,923</u></b>
<b>Program Revenues:</b>		
Charges for services.....	\$ 559,466	\$ 330,647
Capital grants and contributions.....	<u>400,917</u>	<u>141,082</u>
<b>Total revenues.....</b>	<b><u>960,383</u></b>	<b><u>471,729</u></b>
<b>Expenses:</b>		
Sewer.....	<u>574,782</u>	<u>360,266</u>
<b>Change in net assets.....</b>	<b><u>\$ 385,601</u></b>	<b><u>\$ 111,463</u></b>

**Electric Activities**

Electric business-type activities assets exceeded liabilities by \$9.3 million at the close of calendar year 2011. Capital assets net of related debt were \$4.5 million (49%) and unrestricted net assets were \$4.8 million (51%). Net assets increased during calendar year 2011 by approximately \$368,000 compared to a decrease of approximately (\$358,000) in the prior year.

	<u>December 31,</u> <u>2010</u>	<u>December 31,</u> <u>2009</u>
<b>Assets:</b>		
Current assets.....	\$ 5,577,640	\$ 4,841,242
Capital assets.....	4,539,124	3,274,166
<b>Total assets.....</b>	<b>10,116,764</b>	<b>8,115,408</b>
<b>Liabilities:</b>		
Current liabilities (excluding debt).....	675,579	424,374
Noncurrent liabilities (excluding debt).....	122,310	81,540
<b>Total liabilities.....</b>	<b>797,889</b>	<b>505,914</b>
<b>Net Assets:</b>		
Invested in capital assets, net of related debt.....	4,539,124	3,274,166
Unrestricted.....	4,779,751	4,335,328
<b>Total net assets.....</b>	<b>\$ 9,318,875</b>	<b>\$ 7,609,494</b>
<b>Program Revenues:</b>		
Charges for services.....	\$ 5,953,335	5,049,707
<b>General Revenues:</b>		
Unrestricted investment income.....	49,000	38,579
<b>Total revenues.....</b>	<b>6,002,335</b>	<b>5,088,286</b>
<b>Expenses:</b>		
Electric Light.....	5,599,950	5,416,577
<b>Total expenses.....</b>	<b>5,599,950</b>	<b>5,416,577</b>
<b>Excess (Deficiency) before transfers.....</b>	<b>402,385</b>	<b>(328,291)</b>
<b>Transfers.....</b>	<b>(34,500)</b>	<b>(30,000)</b>
<b>Change in net assets.....</b>	<b>\$ 367,885</b>	<b>\$ (358,291)</b>

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

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

**Governmental funds.** The focus of the Town of Groveland'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 of Groveland's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

Fiscal year 2011 was the Town's initial year of implementation of GASB #54, *Fund Balance Reporting and Governmental Fund Type Definitions*. The implementation of this standard has changed the fund balance components into nonspendable, restricted, committed, assigned and unassigned. Additionally, under the new standard, the Town's stabilization fund is reported within the general fund as unassigned.

As of the end of the current fiscal year, governmental funds reported combined ending fund balances of \$6.2 million, an increase of \$1 million from the prior year.

The general fund is the chief operating fund. At the end of the current fiscal year, the unassigned fund balance of the general fund was \$1.8 million, while total fund balance was \$1.9 million.

### ***General Fund Budgetary Highlights***

The Town of Groveland 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 original fiscal year 2011 approved budget authorized approximately \$12.2 million in appropriations and other amounts to be raised. During fiscal year 2011, Town meeting also approved minor changes to the original budget increasing it by approximately \$234,000.

Actual revenues were more than budgeted amounts by \$631,000 and actual expenditures (including carryovers) and transfers were less than budgeted amounts by \$294,000.

### ***Capital Asset and Debt Administration***

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

During fiscal year 2011 the Town expended approximately \$777,000 on governmental activities capital assets consisting mainly of machinery and equipment, public safety vehicles, and roadway infrastructure. The business-type activities expended approximately \$365,000 consisting mainly of additions to the electric plant, sewer improvements, and water meters.

Outstanding long-term debt of the business type activities, as of June 30, 2011, totaled \$726,000, of which \$426,000 related to sewer projects and \$300,000 related to water projects.

Please refer to the notes 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 Groveland'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 Office of the Town Accountant at, 183 Main Street, Groveland, MA 01834.

# ***Basic Financial Statements***

**STATEMENT OF NET ASSETS**

JUNE 30, 2011

	<i>Primary Government</i>		
	Governmental Activities	Business-type Activities	Total
<b>ASSETS</b>			
<b>CURRENT:</b>			
Cash and cash equivalents..... \$	6,124,726	\$ 4,914,867	\$ 11,039,593
Restricted cash and cash equivalents.....	-	162,842	162,842
Receivables, net of allowance for uncollectibles:			
Real estate and personal property taxes.....	316,613	-	316,613
Tax liens.....	22,367	-	22,367
Motor vehicle excise taxes.....	45,143	-	45,143
Water fees.....	-	294,046	294,046
Sewer fees.....	-	190,067	190,067
Electric light fees.....	-	761,890	761,890
Special assessments.....	-	23,500	23,500
Intergovernmental.....	355,040	83,620	438,660
Tax foreclosures.....	58,468	-	58,468
Inventory.....	-	11,561	11,561
Prepaid expenses.....	-	410,758	410,758
<b>NONCURRENT:</b>			
Receivables, net of allowance for uncollectibles:			
Special assessments.....	-	329,901	329,901
Capital assets, net of accumulated depreciation:			
Nondepreciable.....	5,136,005	739,548	5,875,553
Depreciable.....	10,742,862	9,566,732	20,309,594
<b>TOTAL ASSETS.....</b>	<b>22,801,224</b>	<b>17,489,332</b>	<b>40,290,556</b>
<b>LIABILITIES</b>			
<b>CURRENT:</b>			
Warrants payable.....	69,507	521,739	591,246
Accrued payroll.....	110,745	11,488	122,233
Accrued interest.....	-	18,990	18,990
Customer deposits payable.....	-	162,842	162,842
Compensated absences.....	43,875	5,350	49,225
Notes payable.....	-	177,200	177,200
Bonds payable.....	-	35,000	35,000
<b>NONCURRENT:</b>			
Compensated absences.....	131,625	16,050	147,675
Other postemployment benefits.....	423,842	179,847	603,689
Bonds payable.....	-	691,000	691,000
<b>TOTAL LIABILITIES.....</b>	<b>779,594</b>	<b>1,819,506</b>	<b>2,599,100</b>
<b>NET ASSETS</b>			
Invested in capital assets, net of related debt.....	15,878,867	9,403,080	25,281,947
Restricted for:			
Permanent funds:			
Nonexpendable.....	391,021	-	391,021
Community preservation.....	2,295,064	-	2,295,064
Gifts and grants.....	53,673	-	53,673
Unrestricted.....	3,403,005	6,266,746	9,669,751
<b>TOTAL NET ASSETS..... \$</b>	<b>22,021,630</b>	<b>\$ 15,669,826</b>	<b>\$ 37,691,456</b>

See notes to basic financial statements.

**STATEMENT OF ACTIVITIES**

FISCAL YEAR ENDED JUNE 30, 2011

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u>			<u>Net (Expense) Revenue</u>
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	
<b>Primary Government:</b>					
<i>Governmental Activities:</i>					
General government.....	\$ 1,308,153	\$ 316,169	\$ 175,243	\$ -	\$ (816,741)
Public safety.....	1,997,351	135,623	220,536	-	(1,641,192)
Education.....	7,705,134	-	152,542	-	(7,552,592)
Public works.....	1,625,236	12,102	67,601	25,679	(1,519,854)
Community preservation.....	145,841	-	-	169,738	23,897
Human services.....	279,610	16,095	11,743	-	(251,772)
Culture and recreation.....	262,352	-	144,223	-	(118,129)
<b>Total Governmental Activities.....</b>	<b>13,323,677</b>	<b>479,989</b>	<b>771,888</b>	<b>195,417</b>	<b>(11,876,383)</b>
<i>Business-Type Activities:</i>					
Water.....	620,511	672,810	-	-	52,299
Sewer.....	574,782	559,466	-	400,917	385,601
Electric Light.....	5,599,950	5,953,335	-	-	353,385
<b>Total Business-Type Activities.....</b>	<b>6,795,243</b>	<b>7,185,611</b>	<b>-</b>	<b>400,917</b>	<b>791,285</b>
<b>Total Primary Government.....</b>	<b>\$ 20,118,920</b>	<b>\$ 7,665,600</b>	<b>\$ 771,888</b>	<b>\$ 596,334</b>	<b>\$ (11,085,098)</b>

See notes to basic financial statements.

(Continued)



**STATEMENT OF ACTIVITIES**

FISCAL YEAR ENDED JUNE 30, 2011

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
<b>Changes in net assets:</b>			
Net (expense) revenue from previous page.....	\$ <b>(11,876,383)</b>	\$ <b>791,285</b>	\$ <b>(11,085,098)</b>
<i>General revenues:</i>			
Real estate and personal property taxes, net of tax refunds payable.....	10,369,621	-	10,369,621
Motor vehicle excise taxes.....	771,346	-	771,346
Community preservation tax.....	234,661	-	234,661
Penalties and interest on taxes.....	51,065	-	51,065
Payments in lieu of taxes.....	15,530	-	15,530
Grants and contributions not restricted to specific programs.....	656,883	-	656,883
Unrestricted investment income.....	25,136	49,000	74,136
<i>Net unreconciled activity.....</i>	-	942,610	942,610
<i>Transfers, net.....</i>	34,500	(34,500)	-
Total general revenues.....	<u>12,158,742</u>	<u>957,110</u>	<u>13,115,852</u>
Change in net assets.....	282,359	1,748,395	2,030,754
<i>Net Assets:</i>			
Beginning of year, as restated.....	<u>21,739,271</u>	<u>13,921,431</u>	<u>35,660,702</u>
End of year.....	\$ <u><u>22,021,630</u></u>	\$ <u><u>15,669,826</u></u>	\$ <u><u>37,691,456</u></u>

See notes to basic financial statements.

(Concluded)

**GOVERNMENTAL FUNDS  
BALANCE SHEET**

JUNE 30, 2011

<b>ASSETS</b>	<u>General</u>	<u>Community Preservation</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
Cash and cash equivalents.....	\$ 2,047,869	\$ 2,155,545	\$ 1,921,312	\$ 6,124,726
Receivables, net of uncollectibles:				
Real estate and personal property taxes.....	311,730	4,883	-	316,613
Tax liens.....	22,367	-	-	22,367
Motor vehicle excise taxes.....	45,143	-	-	45,143
Intergovernmental.....	-	134,636	220,404	355,040
Tax foreclosures.....	<u>58,468</u>	<u>-</u>	<u>-</u>	<u>58,468</u>
<b>TOTAL ASSETS.....</b>	<b><u>\$ 2,485,577</u></b>	<b><u>\$ 2,295,064</u></b>	<b><u>\$ 2,141,716</u></b>	<b><u>\$ 6,922,357</u></b>
<b>LIABILITIES AND FUND BALANCES</b>				
<b>LIABILITIES:</b>				
Warrants payable.....	\$ 61,419	\$ -	\$ 8,088	\$ 69,507
Accrued payroll.....	94,037	-	16,708	110,745
Deferred revenues.....	<u>412,553</u>	<u>139,519</u>	<u>31,691</u>	<u>583,763</u>
<b>TOTAL LIABILITIES.....</b>	<b><u>568,009</u></b>	<b><u>139,519</u></b>	<b><u>56,487</u></b>	<b><u>764,015</u></b>
<b>FUND BALANCES:</b>				
Nonspendable.....	-	-	386,521	386,521
Restricted.....	-	2,155,545	1,698,708	3,854,253
Assigned.....	75,000	-	-	75,000
Unassigned.....	<u>1,842,568</u>	<u>-</u>	<u>-</u>	<u>1,842,568</u>
<b>TOTAL FUND BALANCES.....</b>	<b><u>1,917,568</u></b>	<b><u>2,155,545</u></b>	<b><u>2,085,229</u></b>	<b><u>6,158,342</u></b>
<b>TOTAL LIABILITIES AND FUND BALANCES.....</b>	<b><u>\$ 2,485,577</u></b>	<b><u>\$ 2,295,064</u></b>	<b><u>\$ 2,141,716</u></b>	<b><u>\$ 6,922,357</u></b>

See notes to basic financial statements.

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

JUNE 30, 2011

Total governmental fund balances.....		\$ 6,158,342
Capital assets (net) used in governmental activities are not financial resources and, therefore, are not reported in the funds.....		15,878,867
Accounts receivable are not available to pay for current-period expenditures and, therefore, are deferred in the funds.....		583,763
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds		
Compensated absences.....	(175,500)	
Other postemployment benefits.....	<u>(423,842)</u>	
Net effect of reporting long-term liabilities.....		<u>(599,342)</u>
Net assets of governmental activities.....		<u>\$ 22,021,630</u>

See notes to basic financial statements.

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

FISCAL YEAR ENDED JUNE 30, 2011

	General	Community Preservation	Nonmajor Governmental Funds	Total Governmental Funds
<b>REVENUES:</b>				
Real estate and personal property taxes, net of tax refunds.....	\$ 11,049,982	\$ -	\$ -	\$ 11,049,982
Motor vehicle excise taxes.....	744,054	-	-	744,054
Penalties and interest on taxes.....	51,065	-	-	51,065
Payments in lieu of taxes.....	15,530	-	-	15,530
Intergovernmental.....	809,425	134,182	327,065	1,270,672
Departmental and other.....	192,781	-	289,789	482,570
Community preservation.....	-	268,902	-	268,902
Contributions.....	-	-	312,897	312,897
Investment income.....	13,545	11,591	-	25,136
<b>TOTAL REVENUES.....</b>	<b>12,876,382</b>	<b>414,675</b>	<b>929,751</b>	<b>14,220,808</b>
<b>EXPENDITURES:</b>				
Current:				
General government.....	845,744	-	308,489	1,154,233
Public safety.....	1,476,103	-	248,797	1,724,900
Education.....	7,432,052	-	-	7,432,052
Public works.....	1,225,799	-	190,501	1,416,300
Community development.....	-	145,841	-	145,841
Human services.....	218,077	-	15,230	233,307
Culture and recreation.....	196,597	-	146,727	343,324
Pension benefits.....	431,622	-	-	431,622
Property and liability insurance.....	81,254	-	-	81,254
Employee benefits.....	273,387	-	-	273,387
<b>TOTAL EXPENDITURES.....</b>	<b>12,180,635</b>	<b>145,841</b>	<b>909,744</b>	<b>13,236,220</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....</b>	<b>695,747</b>	<b>268,834</b>	<b>20,007</b>	<b>984,588</b>
<b>OTHER FINANCING SOURCES (USES):</b>				
Transfers in.....	111,500	-	59,330	170,830
Transfers out.....	(59,330)	-	(77,000)	(136,330)
<b>TOTAL OTHER FINANCING SOURCES (USES).....</b>	<b>52,170</b>	<b>-</b>	<b>(17,670)</b>	<b>34,500</b>
<b>NET CHANGE IN FUND BALANCES.....</b>	<b>747,917</b>	<b>268,834</b>	<b>2,337</b>	<b>1,019,088</b>
<b>FUND BALANCES AT BEGINNING OF YEAR, AS REVISED.....</b>	<b>1,169,651</b>	<b>1,886,711</b>	<b>2,082,892</b>	<b>5,139,254</b>
<b>FUND BALANCES AT END OF YEAR.....</b>	<b>\$ 1,917,568</b>	<b>\$ 2,155,545</b>	<b>\$ 2,085,229</b>	<b>\$ 6,158,342</b>

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**

FISCAL YEAR ENDED JUNE 30, 2011

Net change in fund balances - total governmental funds.....	\$	1,019,088
<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.....		777,457
Depreciation expense.....		<u>(766,727)</u>
Net effect of reporting capital assets.....		10,730
<p>Revenues in the Statement of Activities that do not provide current financial resources are fully deferred in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable (i.e., real estate and personal property, motor vehicle excise, etc.) differ between the two statements. This amount represents the net change in deferred revenue.....</p>		
		(649,272)
<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.....		(14,200)
Net change in other postemployment benefits.....		<u>(83,987)</u>
Net effect of recording long-term liabilities and amortizing deferred losses.....		<u>(98,187)</u>
Change in net assets of governmental activities.....	\$	<u><u>282,359</u></u>

See notes to basic financial statements.

**PROPRIETARY FUNDS**  
STATEMENT OF NET ASSETS

JUNE 30, 2011

	Business-type Activities - Enterprise Funds			
	Water	Sewer	Electric Light December 31, 2010	Total
<b>ASSETS</b>				
<b>CURRENT:</b>				
Cash and cash equivalents.....	\$ 562,770	\$ 205,128	\$ 4,146,969	\$ 4,914,867
Restricted cash and cash equivalents.....	-	-	162,842	162,842
Receivables, net of allowance for uncollectibles:				
User fees.....	294,046	190,067	761,890	1,246,003
Special assessments.....	-	23,500	-	23,500
Intergovernmental.....	-	-	83,620	83,620
Inventory.....	-	-	11,561	11,561
Prepaid expenses.....	-	-	410,758	410,758
Total current assets.....	<u>856,816</u>	<u>418,695</u>	<u>5,577,640</u>	<u>6,853,151</u>
<b>NONCURRENT:</b>				
Receivables, net of allowance for uncollectibles:				
Special assessments.....	-	329,901	-	329,901
Capital assets:				
Nondepreciable.....	478,753	255,004	5,791	739,548
Depreciable.....	<u>2,939,007</u>	<u>2,094,392</u>	<u>4,533,333</u>	<u>9,566,732</u>
Total noncurrent assets.....	<u>3,417,760</u>	<u>2,679,297</u>	<u>4,539,124</u>	<u>10,636,181</u>
<b>TOTAL ASSETS.....</b>	<b><u>\$ 4,274,576</u></b>	<b><u>\$ 3,097,992</u></b>	<b><u>\$ 10,116,764</u></b>	<b><u>\$ 17,489,332</u></b>
<b>LIABILITIES</b>				
<b>CURRENT:</b>				
Warrants payable.....	\$ 6,241	\$ 2,761	\$ 512,737	\$ 521,739
Accrued payroll.....	7,592	3,896	-	11,488
Accrued interest.....	5,348	13,642	-	18,990
Customer deposits payable.....	-	-	162,842	162,842
Compensated absences.....	4,550	800	-	5,350
Notes payable.....	165,000	12,200	-	177,200
Bonds payable.....	-	35,000	-	35,000
Total current liabilities.....	<u>188,731</u>	<u>68,299</u>	<u>675,579</u>	<u>932,609</u>
<b>NONCURRENT:</b>				
Compensated absences.....	13,650	2,400	-	16,050
Other postemployment benefits.....	28,768	28,769	122,310	179,847
Bonds payable.....	<u>300,000</u>	<u>391,000</u>	<u>-</u>	<u>691,000</u>
Total noncurrent liabilities.....	<u>342,418</u>	<u>422,169</u>	<u>122,310</u>	<u>886,897</u>
<b>TOTAL LIABILITIES.....</b>	<b><u>531,149</u></b>	<b><u>490,468</u></b>	<b><u>797,889</u></b>	<b><u>1,819,506</u></b>
<b>NET ASSETS</b>				
Invested in capital assets, net of related debt.....	2,952,760	1,911,196	4,539,124	9,403,080
Unrestricted.....	<u>790,667</u>	<u>696,328</u>	<u>4,779,751</u>	<u>6,266,746</u>
<b>TOTAL NET ASSETS.....</b>	<b><u>\$ 3,743,427</u></b>	<b><u>\$ 2,607,524</u></b>	<b><u>\$ 9,318,875</u></b>	<b><u>\$ 15,669,826</u></b>

See notes to basic financial statements.

**PROPRIETARY FUNDS**  
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

FISCAL YEAR ENDED JUNE 30, 2011

	Business-type Activities - Enterprise Funds			
	Water	Sewer	Electric Light December 31, 2010	Total
<b>OPERATING REVENUES:</b>				
Charges for services .....	\$ 672,810	\$ 559,466	\$ 5,890,943	\$ 7,123,219
Other fees.....	-	-	62,392	62,392
<b>TOTAL OPERATING REVENUES .....</b>	<b>672,810</b>	<b>559,466</b>	<b>5,953,335</b>	<b>7,185,611</b>
<b>OPERATING EXPENSES:</b>				
Cost of services and administration .....	501,861	467,562	949,189	1,918,612
Purchased power and production.....	-	-	4,388,975	4,388,975
Depreciation.....	117,799	94,017	219,167	430,983
<b>TOTAL OPERATING EXPENSES .....</b>	<b>619,660</b>	<b>561,579</b>	<b>5,557,331</b>	<b>6,738,570</b>
<b>OPERATING INCOME (LOSS).....</b>	<b>53,150</b>	<b>(2,113)</b>	<b>396,004</b>	<b>447,041</b>
<b>NONOPERATING REVENUES (EXPENSES):</b>				
Investment income.....	-	-	49,000	49,000
Interest expense.....	(851)	(13,203)	-	(14,054)
Capital grants.....	-	400,917	-	400,917
Other expenses.....	-	-	(42,619)	(42,619)
<b>TOTAL NONOPERATING REVENUES (EXPENSES), NET.....</b>	<b>(851)</b>	<b>387,714</b>	<b>6,381</b>	<b>393,244</b>
<b>INCOME (LOSS) BEFORE TRANSFERS AND OTHER ITEMS.....</b>	<b>52,299</b>	<b>385,601</b>	<b>402,385</b>	<b>840,285</b>
<b>OTHER ITEMS:</b>				
Net unreconciled activity.....	942,610	-	-	942,610
<b>TRANSFERS:</b>				
Transfers out.....	-	-	(34,500)	(34,500)
<b>CHANGE IN NET ASSETS.....</b>	<b>994,909</b>	<b>385,601</b>	<b>367,885</b>	<b>1,748,395</b>
<b>NET ASSETS AT BEGINNING OF YEAR, AS RESTATED.....</b>	<b>2,748,518</b>	<b>2,221,923</b>	<b>8,950,990</b>	<b>13,921,431</b>
<b>NET ASSETS AT END OF YEAR.....</b>	<b>\$ 3,743,427</b>	<b>\$ 2,607,524</b>	<b>\$ 9,318,875</b>	<b>\$ 15,669,826</b>

See notes to basic financial statements.

**PROPRIETARY FUNDS**  
**STATEMENT OF CASH FLOWS**

FISCAL YEAR ENDED JUNE 30, 2011

	Business-type Activities - Enterprise Funds			
	Water	Sewer	Electric Light December 31, 2010	Total
<b><u>CASH FLOWS FROM OPERATING ACTIVITIES:</u></b>				
Receipts from customers and users.....	\$ 659,452	\$ 142,929	\$ 5,789,105	\$ 6,591,486
Net unreconciled activity.....	942,610	-	-	942,610
Payments to vendors.....	(266,210)	(366,102)	(4,684,311)	(5,316,623)
Payments to employees.....	(260,276)	(101,717)	(533,429)	(895,422)
<b>NET CASH FROM OPERATING ACTIVITIES.....</b>	<b>1,075,576</b>	<b>(324,890)</b>	<b>571,365</b>	<b>1,322,051</b>
<b><u>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:</u></b>				
Transfers out.....	-	-	(34,500)	(34,500)
Advances from other funds.....	(157,581)	-	-	(157,581)
Advances to other funds.....	-	157,581	-	157,581
<b>NET CASH FROM NONCAPITAL FINANCING ACTIVITIES.....</b>	<b>(157,581)</b>	<b>157,581</b>	<b>(34,500)</b>	<b>(34,500)</b>
<b><u>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</u></b>				
Proceeds from the issuance of bonds and notes.....	465,000	158,200	-	623,200
Capital grants.....	-	400,917	-	400,917
Acquisition and construction of capital assets.....	(173,291)	(6,461)	(185,249)	(365,001)
Principal payments on bonds and notes.....	(635,000)	(193,200)	-	(828,200)
Interest expense.....	(11,934)	(17,054)	-	(28,988)
<b>NET CASH FROM CAPITAL AND RELATED FINANCING ACTIVITIES.....</b>	<b>(355,225)</b>	<b>342,402</b>	<b>(185,249)</b>	<b>(198,072)</b>
<b><u>CASH FLOWS FROM INVESTING ACTIVITIES:</u></b>				
Investment income.....	-	-	49,000	49,000
<b>NET CHANGE IN CASH AND CASH EQUIVALENTS.....</b>	<b>562,770</b>	<b>175,093</b>	<b>400,616</b>	<b>1,138,479</b>
<b>CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR.....</b>	<b>-</b>	<b>30,035</b>	<b>3,909,195</b>	<b>3,939,230</b>
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR.....</b>	<b>\$ 562,770</b>	<b>\$ 205,128</b>	<b>\$ 4,309,811</b>	<b>\$ 5,077,709</b>
<b><u>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FROM OPERATING ACTIVITIES:</u></b>				
Operating income (loss).....	\$ 53,150	\$ (2,113)	\$ 396,004	\$ 447,041
Adjustments to reconcile operating income (loss) to net cash from operating activities:				
Depreciation.....	117,799	94,017	219,167	430,983
Net unreconciled activity.....	942,610	-	-	942,610
Changes in assets and liabilities:				
User fees.....	(13,358)	(63,136)	(166,716)	(243,210)
Special assessments.....	-	(353,401)	-	(353,401)
Intergovernmental.....	-	-	(83,620)	(83,620)
Other assets.....	-	-	13,674	13,674
Prepaid expenses.....	-	-	(99,120)	(99,120)
Warrants payable.....	(22,147)	1,981	165,100	144,934
Accrued payroll.....	596	1,035	-	1,631
Customer deposits.....	-	-	86,106	86,106
Accrued compensated absences.....	200	-	-	200
Other postemployment benefits.....	(3,274)	(3,273)	40,770	34,223
<b>Total adjustments.....</b>	<b>1,022,426</b>	<b>(322,777)</b>	<b>175,361</b>	<b>875,010</b>
<b>NET CASH FROM OPERATING ACTIVITIES.....</b>	<b>\$ 1,075,576</b>	<b>\$ (324,890)</b>	<b>\$ 571,365</b>	<b>\$ 1,322,051</b>

See notes to basic financial statements.



**FIDUCIARY FUNDS**  
STATEMENT OF FIDUCIARY NET ASSETS

JUNE 30, 2011

	Private Purpose Trust Funds	Agency Funds
<b>ASSETS</b>		
Cash and cash equivalents.....	\$ 317,346	\$ 114,772
<b>LIABILITIES</b>		
Warrants payable.....	665	-
Accrued payroll.....	-	8,186
Liabilities due depositors.....	-	106,586
<b>TOTAL LIABILITIES</b> .....	<b>665</b>	<b>114,772</b>
<b>NET ASSETS</b>		
Held in trust for private and other purposes.....	\$ 316,681	\$ -

See notes to basic financial statements.

**FIDUCIARY FUNDS**  
**STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS**

FISCAL YEAR ENDED JUNE 30, 2011

	<u>Private Purpose Trust Funds</u>
<u>ADDITIONS:</u>	
Net investment income:	
Interest.....	\$ 7,458
<u>DEDUCTIONS:</u>	
Administration.....	866
Educational scholarships.....	111
TOTAL DEDUCTIONS.....	977
CHANGE IN NET ASSETS.....	6,481
NET ASSETS AT BEGINNING OF YEAR.....	310,200
NET ASSETS AT END OF YEAR.....	\$ 316,681

See notes to basic financial statements.

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

The accompanying basic financial statements of the Town of Groveland, 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 governed by an elected Board of Selectmen.

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 determined that there are no component units.

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

The government-wide financial statements (i.e., statement of net assets and the statement of changes in net assets) report information on all of the non-fiduciary activities of the primary government and its component units. *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, proprietary funds, and fiduciary funds, even though fiduciary funds are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. 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 the total assets, liabilities, revenues, or expenditures/expenses of an individual governmental or enterprise fund are at least 10 percent of the corresponding element (assets, liabilities, etc.) for all funds of that category or type (total governmental or total enterprise funds), *and*
- If the total assets, liabilities, 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.

Fiduciary funds are reported by fund type.

### 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 fiscal 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. However, the effect of interfund services provided and used between functions is not eliminated as the 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 fiscal 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 act fund* is a special revenue fund used to account for the accumulation of resources for the acquisition, creation, preservation and support of open space, historic resources, and for recreational use and community housing.

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

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

The *electric light enterprise fund* is used to account for the Town's electric light 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 *private-purpose trust fund* is used to account for trust arrangements, other than those properly reported in the pension trust fund or permanent fund, under which principal and investment income exclusively benefit individuals, private organizations, or other governments.

The *agency fund* is used to account for assets held in a purely custodial capacity.

#### Government-Wide and Fund Financial Statements

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in both the government-wide and proprietary fund financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board. Governments also have the option of following subsequent private-sector guidance for their business-type activities and enterprise funds, subject to this same limitation. The Town has elected not to follow subsequent private-sector guidance.

#### 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. 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 1<sup>st</sup> of every year. Assessed values are established by the Board of Assessor's for 100% of the estimated fair market value. Taxes are due on August 1<sup>st</sup>, November 1<sup>st</sup>, February 1<sup>st</sup> and May 1<sup>st</sup> 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 fiscal year of the levy.

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

**Motor Vehicle Excise**

Motor vehicle excise taxes are assessed annually for each vehicle registered and are recorded as receivables in the fiscal 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.

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

**Water and Sewer**

User fees are levied monthly based on individual meter readings and are subject to penalties and interest if they are not paid by the respective due date. Water and Sewer liens are processed in December of every year and included as a lien on the property owner's tax bill. Water and Sewer charges and liens are recorded as receivables in the fiscal 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.

**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.

**F. 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.

Inventories of the Electric Light Plant enterprise fund are stated at the lower of cost or market. Cost for materials and supplies inventories are determined by the first-in, first-out method.

**G. Restricted Assets**

Certain assets (customer deposits) of the electric light enterprise fund are classified as restricted as these amounts are available to the Department only if a customer account is terminated with an outstanding balance.

**H. Capital Assets*****Government-Wide and Proprietary Fund Financial Statements***

Capital assets, which include land, land improvements, buildings, 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 are recorded at the estimated fair market value at the date of donation. 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 \$5,000 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.....	N/A
Land improvements.....	20
Buildings.....	40
Machinery and equipment.....	5-10
Vehicles.....	5-15
Infrastructure.....	40-50

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 fiscal year of the purchase.

I. 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 between and within governmental funds are eliminated from the governmental activities in the statement of net assets. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of net assets 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.

J. 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 assets. 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.

K. Deferred Revenue

Deferred 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. Deferred revenue is recognized as revenue in the conversion to the government-wide (full accrual) financial statements.

L. Net Assets and Fund Equity*Government-Wide Financial Statements (Net Assets)*

Net assets reported as "invested in capital assets, net of related debt" 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 to be capital assets.

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

Net assets have been "restricted for" the following:

"Permanent funds - nonexpendable" represents amounts held in trust for which only investment earnings may be expended.

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

"Gifts and grants" represents restrictions placed on assets from outside parties, and consist primarily of gifts and federal and state grants.

*Fund Financial Statements (Fund Balances)*

Governmental fund balances are classified as nonspendable, restricted, committed, assigned, or unassigned based on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The governmental fund balance classifications are 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.

“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.

“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.

Sometimes the Town will fund outlays for a particular purpose from different components of fund balance. In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balances in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. When different components of fund balance can be used for the same purpose, it is the Town’s policy to consider restricted fund balance to have been depleted first, followed by committed fund balance, and assigned fund balance. Unassigned fund balance is applied last.

#### M. 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 assets. Material bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

##### *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.

#### N. 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 retained by the fund.

#### O. 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.

P. 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 fiscal year. Actual results could vary from estimates that were used.

Q. Unreconciled Activity

Fiscal year 2011 had an overall breakdown in internal controls over the maintenance of the general ledger, which led to an unreconciled variance of \$942,610 which has been reported in the financial statements.

R. 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). In addition, there are various restrictions limiting the amount and length of deposits and investments.

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.

Custodial Credit Risk – Deposits

In the case of deposits, this is the risk that in the event of a bank failure, the Town of Groveland’s deposits may not be returned to it. The Town does not have a deposit policy for custodial credit risk. At fiscal year-end, the carrying amount of deposits totaled \$9,392,252 and the bank balance totaled \$9,109,248. Of the bank balance, \$5,844,298 was covered by Federal Depository Insurance, \$2,326,130 was covered by the Depositors Insurance Fund, and \$938,820 was uninsured and uncollateralized.

For disclosure purposes, there were no significant differences in amounts or classifications of the Municipal Light Department’s balances at June 30, 2011 as compared with the December 31, 2010 amounts presented above.

Investments

As of June 30, 2011, the Town of Groveland had the following investments:

<b>Investment Type</b>	<b><u>Fair Value</u></b>
<u>Other Investments</u>	
Mutual Funds.....	\$ 9,617
MMDT.....	<u>2,232,684</u>
 Total Investments.....	 \$ <u><u>2,242,301</u></u>

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. The investments of \$2,232,684 in MMDT and \$9,617 in equity market mutual funds are exposed to custodial credit risk because the related securities are uninsured, unregistered and held by the counterparty.

The Town does not have an investment policy for custodial credit risk.

Interest Rate Risk

The Town does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk

The Town has not adopted a formal policy related to Credit Risk.

**NOTE 3 – RECEIVABLES**

At June 30, 2011, receivables for the individual major, non-major 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.....	\$ 316,771	\$ (158)	\$ 316,613
Tax liens.....	22,367	-	22,367
Motor vehicle excise taxes.....	66,267	(21,124)	45,143
Intergovernmental.....	355,040	-	355,040
Total.....	<u>\$ 760,445</u>	<u>\$ (21,282)</u>	<u>\$ 739,163</u>

At June 30, 2011 (December 31, 2010 for the Electric Light fees), receivables for the water, sewer, and electric plant enterprise funds consist of the following:

	Gross Amount	Allowance for Uncollectibles	Net Amount
<u>Receivables:</u>			
Water fees.....	\$ 294,046	\$ -	\$ 294,046
Sewer fees.....	190,067	-	190,067
Sewer special assessments.....	353,401	-	353,401
Electric light fees.....	761,890	-	761,890
Electric light intergovernmental.....	83,620	-	83,620
Total.....	<u>\$ 1,683,024</u>	<u>\$ -</u>	<u>\$ 1,683,024</u>

Governmental funds report *deferred 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 fiscal year, the various components of *deferred revenue* reported in the governmental funds were as follows:

	General Fund	Community Preservation	Other Governmental Funds	Total
<u>Receivable and other asset types:</u>				
Real estate and other taxes.....	\$ 286,575	\$ 4,883	\$ -	\$ 291,458
Tax liens.....	22,367	-	-	22,367
Motor vehicle excise taxes.....	45,143	-	-	45,143
Intergovernmental.....	-	134,636	31,691	166,327
Tax foreclosures.....	58,468	-	-	58,468
Total.....	<u>\$ 412,553</u>	<u>\$ 139,519</u>	<u>\$ 31,691</u>	<u>\$ 583,763</u>

**NOTE 4 – CAPITAL ASSETS**

Capital asset activity for the fiscal year ended June 30, 2011, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Governmental Activities:</b>				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 4,916,644	\$ -	\$ -	\$ 4,916,644
Construction in progress.....	120,618	98,743	-	219,361
Total capital assets not being depreciated.....	<u>5,037,262</u>	<u>98,743</u>	<u>-</u>	<u>5,136,005</u>
<u>Capital assets being depreciated:</u>				
Land improvements.....	1,163,692	-	-	1,163,692
Buildings.....	8,047,638	-	-	8,047,638
Machinery and equipment.....	1,131,530	141,774	-	1,273,304
Vehicles.....	1,954,383	219,600	(21,758)	2,152,225
Infrastructure.....	12,504,855	317,340	-	12,822,195
Total capital assets being depreciated.....	<u>24,802,098</u>	<u>678,714</u>	<u>(21,758)</u>	<u>25,459,054</u>
<u>Less accumulated depreciation for:</u>				
Land improvements.....	(257,255)	(31,039)	-	(288,294)
Buildings.....	(4,794,683)	(186,845)	-	(4,981,528)
Machinery and equipment.....	(885,892)	(70,958)	-	(956,850)
Vehicles.....	(1,157,049)	(110,695)	21,758	(1,245,986)
Infrastructure.....	(6,876,344)	(367,190)	-	(7,243,534)
Total accumulated depreciation.....	<u>(13,971,223)</u>	<u>(766,727)</u>	<u>21,758</u>	<u>(14,716,192)</u>
Total capital assets being depreciated, net.....	<u>10,830,875</u>	<u>(88,013)</u>	<u>-</u>	<u>10,742,862</u>
Total governmental activities capital assets, net.....	<u>\$ 15,868,137</u>	<u>\$ 10,730</u>	<u>\$ -</u>	<u>\$ 15,878,867</u>

**Business-Type Activities**

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Water:</b>				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 478,753	\$ -	\$ -	\$ 478,753
Construction in progress.....	19,628	-	(19,628)	-
Total capital assets not being depreciated.....	498,381	-	(19,628)	478,753
<u>Capital assets being depreciated:</u>				
Buildings.....	28,914	19,628	-	48,542
Machinery and equipment.....	214,482	80,695	-	295,177
Vehicles.....	24,307	-	-	24,307
Infrastructure.....	4,333,562	92,596	-	4,426,158
Total capital assets being depreciated.....	4,601,265	192,919	-	4,794,184
<u>Less accumulated depreciation for:</u>				
Buildings.....	(28,914)	-	-	(28,914)
Machinery and equipment.....	(75,588)	(20,783)	-	(96,371)
Vehicles.....	(24,307)	-	-	(24,307)
Infrastructure.....	(1,608,569)	(97,016)	-	(1,705,585)
Total accumulated depreciation.....	(1,737,378)	(117,799)	-	(1,855,177)
Total capital assets being depreciated, net.....	2,863,887	75,120	-	2,939,007
Total business-type activities capital assets, net.....	\$ 3,362,268	\$ 75,120	\$ (19,628)	\$ 3,417,760

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Sewer:</b>				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 255,004	\$ -	\$ -	\$ 255,004
<u>Capital assets being depreciated:</u>				
Vehicles.....	19,450	-	-	19,450
Infrastructure.....	4,583,615	6,461	-	4,590,076
Total capital assets being depreciated.....	4,603,065	6,461	-	4,609,526
<u>Less accumulated depreciation for:</u>				
Vehicles.....	(973)	(1,945)	-	(2,918)
Infrastructure.....	(2,420,144)	(92,072)	-	(2,512,216)
Total accumulated depreciation.....	(2,421,117)	(94,017)	-	(2,515,134)
Total capital assets being depreciated, net.....	2,181,948	(87,556)	-	2,094,392
Total business-type activities capital assets, net.....	\$ 2,436,952	\$ (87,556)	\$ -	\$ 2,349,396

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Electric Light:</b>				
<u>Capital assets not being depreciated:</u>				
Land and land improvements.....	\$ 5,791	\$ -	\$ -	\$ 5,791
<u>Capital assets being depreciated:</u>				
Buildings and improvements.....	217,917	3,400	-	221,317
Equipment.....	949,290	7,856	-	957,146
Infrastructure.....	6,138,346	173,993	(131,123)	6,181,216
Total capital assets being depreciated.....	7,305,553	185,249	(131,123)	7,359,679
<u>Less accumulated depreciation for:</u>				
Buildings and improvements.....	(85,107)	(4,427)	-	(89,534)
Equipment.....	(539,035)	(48,198)	-	(587,233)
Infrastructure.....	(2,071,540)	(166,542)	88,503	(2,149,579)
Total accumulated depreciation.....	(2,695,682)	(219,167)	88,503	(2,826,346)
Total Electric Light capital assets, net.....	4,609,871	(33,918)	(42,620)	4,533,333
Total capital assets being depreciated, net.....	\$ 4,615,662	\$ (33,918)	\$ (42,620)	\$ 4,539,124

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

**Governmental Activities:**

General government.....	\$ 64,747
Public safety.....	140,437
Education.....	120,540
Public works.....	381,751
Human services.....	781
Culture and recreation.....	58,471
Total depreciation expense - governmental activities.....	\$ 766,727

**Business-Type Activities:**

Water.....	\$ 117,799
Sewer.....	94,017
Electric light.....	219,167
Total depreciation expense - business-type activities.....	\$ 430,983



**NOTE 5 – INTERFUND TRANSFERS**

Interfund transfers for the fiscal year end June 30, 2011 are summarized as follows:

Transfers Out:	Transfers In:		
	General Fund	Nonmajor Governmental Funds	Total
General Fund.....	\$ -	\$ 59,330	\$ 59,330 (1)
Nonmajor Governmental Funds....	77,000	-	77,000 (2)
Electric Light Enterprise Fund.....	34,500	-	34,500 (3)
Total.....	\$ <u>111,500</u>	\$ <u>59,330</u>	\$ <u>170,830</u>

- (1) Represents a budgeted transfer to the special revenue fund from the General fund.
- (2) Represents a budgeted transfer from the reserve nonmajor special revenue fund to the General fund.
- (3) Represents a Payment in Lieu of Tax to the General fund for administration.

**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 fund, respectively.

Details related to the short-term debt activity for the fiscal year ended June 30, 2011, is as follows:

Type	Purpose	Rate (%)	Due Date	Balance at June 30, 2010	Renewed/ Issued	Retired/ Redeemed	Balance at June 30, 2011
<b>Enterprise Funds</b>							
BAN	Water - Storage Tank & Mains.....	2.70%	7/9/10	\$ 235,000	\$ -	\$ 235,000	\$ -
BAN	Water.....	2.70%	7/9/10	400,000	-	400,000	-
BAN	Sewer.....	2.70%	7/9/10	158,200	-	158,200	-
BAN	Water - Storage Tank & Mains.....	1.00%	7/8/11	-	65,000	-	65,000 (1)
BAN	Water.....	1.00%	7/8/11	-	400,000	300,000	100,000 (2)
BAN	Sewer.....	1.00%	7/8/11	-	158,200	146,000	12,200 (3)
Total Enterprise Funds.....				\$ 793,200	\$ 623,200	\$ 1,239,200	\$ 177,200

- (1) On July 8, 2011, the Town paid down the remaining BAN of \$65,000.
- (2) On July 8, 2011, the Town paid down \$100,000 of this BAN and rolled the remaining balance into a new BAN with an interest rate of 1.00% and a maturity date of January 19, 2012. On January 19, 2012, the Town issued long-term debt to pay down the BAN in the amount of \$300,000.
- (3) On July 8, 2011, the Town paid down \$12,200 of this BAN and rolled the remaining balance into a new BAN with an interest rate of 1.00% and a maturity date of January 19, 2012. On January 19, 2012, the Town issued long-term debt to pay down the BAN in the amount of \$146,000.

**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".

Subsequent to year end and as described in the previous note, the Town issued \$3.1 million of long-term debt. The proceeds of this debt were used to retire \$300,000 of water BANs and \$146,000 of sewer BANs outstanding at June 30, 2011. The remaining \$2.7 million of proceeds is allocated to fund \$2.1 million in water expenditures and \$625,000 in sewer expenditures.

Details related to the outstanding indebtedness at June 30, 2011, and the debt service requirements are as follows:

**Bonds and Notes Payable Schedule – Water Enterprise Fund**

Project	Interest Rate (%)	Outstanding at June 30, 2010	Issued	Redeemed	Outstanding at June 30, 2011
Water well.....	2-3%	\$ -	\$ 120,000	\$ -	\$ 120,000
Water storage tank & mains.....	2-3%	-	925,000	-	925,000
Water storage tank & mains II.....	2-3%	-	700,000	-	700,000
Water 1.....	2-3%	-	262,000	-	262,000
Water 2.....	2-3%	-	338,000	-	338,000
Total Water enterprise debt.....		\$ -	\$ 2,345,000	\$ -	2,345,000
General obligation bonds issued January 19, 2012.....					(2,045,000)
Total.....					\$ 300,000

Debt service requirements for principal and interest for the Water Enterprise Fund bonds payable include the debt issuance subsequent to year end in which all but \$2.1 million of new funds were used to redeem long-term BANs.

The future fiscal years payments are as follows:

Fiscal Year	Principal	Interest	Total
2013.....	\$ 105,000	\$ 62,893	\$ 167,893
2014.....	110,000	61,500	171,500
2015.....	115,000	59,300	174,300
2016.....	115,000	57,000	172,000
2017.....	115,000	54,700	169,700
2018.....	115,000	52,400	167,400
2019.....	115,000	50,100	165,100
2020.....	115,000	46,650	161,650
2021.....	130,000	43,200	173,200
2022.....	130,000	39,300	169,300
2023.....	100,000	35,400	135,400
2024.....	100,000	32,400	132,400
2025.....	110,000	29,400	139,400
2026.....	115,000	26,100	141,100
2027.....	115,000	22,650	137,650
2028.....	120,000	19,200	139,200
2029.....	125,000	15,600	140,600
2030.....	125,000	11,850	136,850
2031.....	135,000	8,100	143,100
2032.....	135,000	4,050	139,050
Totals	\$ 2,345,000	\$ 731,793	\$ 3,076,793

**Bonds and Notes Payable Schedule – Sewer Enterprise Fund**

Project	Interest Rate (%)	Outstanding at June 30, 2010	Issued	Redeemed	Outstanding at June 30, 2011
Sewer.....	4.70%	\$ 315,000	\$ -	\$ 35,000	\$ 280,000
Sewer.....	2-3%	-	146,000	-	146,000
Sewer pump station repairs.....	2-3%	-	625,000	-	625,000
Total Sewer enterprise debt.....		<u>\$ 315,000</u>	<u>\$ 771,000</u>	<u>\$ 35,000</u>	1,051,000
General obligation bonds issued January 19, 2012.....					(625,000)
Total.....					<u>\$ 426,000</u>

Debt service requirements for principal and interest for the Sewer Enterprise Fund bonds payable include the debt issuance subsequent to year end in which all but \$625,000 of new funds were used to redeem long-term BANs.

The future fiscal years payments are as follows:

Fiscal Year	Principal	Interest	Total
2012.....	\$ 35,000	\$ 12,337	\$ 47,337
2013.....	66,000	31,775	97,775
2014.....	65,000	29,748	94,748
2015.....	65,000	27,503	92,503
2016.....	65,000	25,257	90,257
2017.....	65,000	23,012	88,012
2018.....	65,000	20,768	85,768
2019.....	70,000	18,522	88,522
2020.....	35,000	16,650	51,650
2021.....	35,000	15,600	50,600
2022.....	35,000	14,550	49,550
2023.....	35,000	13,500	48,500
2024.....	40,000	12,450	52,450
2025.....	45,000	11,250	56,250
2026.....	45,000	9,900	54,900
2027.....	45,000	8,550	53,550
2028.....	45,000	7,200	52,200
2029.....	45,000	5,850	50,850
2030.....	50,000	4,500	54,500
2031.....	50,000	3,000	53,000
2032.....	50,000	1,500	51,500
Totals.....	<u>\$ 1,051,000</u>	<u>\$ 313,422</u>	<u>\$ 1,364,422</u>

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, 2011, the Town had the following authorized and unissued debt:

Purpose	Amount
Well Construction/Development.....	\$ 120,000
Storage Tank and Mains.....	925,000
Water tank.....	<u>300,000</u>
Total.....	<u>\$ 1,345,000</u>

Changes in Long-term Liabilities

During the fiscal year ended June 30, 2011, the following changes occurred in long-term liabilities:

	Balance June 30, 2010	Additions	Reductions	Balance June 30, 2011	Current Portion
<b>Governmental Activities:</b>					
Compensated Absences.....	\$ 161,300	\$ 54,525	\$ (40,325)	\$ 175,500	\$ 43,875
Other postemployment benefits.....	<u>339,855</u>	<u>212,970</u>	<u>(128,983)</u>	<u>423,842</u>	<u>-</u>
Total governmental activity long-term liabilities.....	<u>\$ 501,155</u>	<u>\$ 267,495</u>	<u>\$ (169,308)</u>	<u>\$ 599,342</u>	<u>\$ 43,875</u>
<b>Business-Type Activities:</b>					
Long-Term Bonds.....	\$ 315,000	\$ 446,000	\$ (35,000)	\$ 726,000	\$ 35,000
Compensated Absences.....	21,200	5,500	(5,300)	21,400	5,350
Other postemployment benefits.....	<u>145,624</u>	<u>114,614</u>	<u>(80,391)</u>	<u>179,847</u>	<u>-</u>
	<u>\$ 481,824</u>	<u>\$ 566,114</u>	<u>\$ (120,691)</u>	<u>\$ 927,247</u>	<u>\$ 40,350</u>

**NOTE 8 – GOVERNMENTAL FUND BALANCE CLASSIFICATIONS**

The Town has adopted GASB 54 as part of its fiscal year 2011 reporting. Implementation of GASB 54 is required for fiscal years beginning after June 15, 2010. The intention of the GASB is to provide a more structured classification of fund balance and to improve the usefulness of fund balance reporting to the users of the Town's financial statements. The reporting standard establishes a hierarchy for fund balance classifications and the constraints imposed on the uses of those resources.

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 is \$1,350,844 and is reported as unassigned fund balance within the General Fund.

In fiscal year 2011, the Town implemented GASB 54, fund balance Reporting and Governmental fund Type Definitions. In accordance with Statement No. 54, the stabilization fund has been reported in the general fund, and accordingly, the general fund beginning balance has been restated and totals \$1,169,651 from (\$177,172).

GASB 54 provides for 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, GASB 54 has provided a hierarchy of 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 has classified its fund balances with the following hierarchy:

	Governmental Funds			
	General	Community Preservation	Nonmajor Governmental Funds	Total Governmental Funds
Fund Balances				
Nonspendable:				
Permanent fund principal.....\$	-	-	386,521	\$ 386,521
Restricted for:				
Town Grant Funds.....	-	-	194,923	194,923
Community preservation fund.....	-	2,155,545	-	2,155,545
Receipts reserved for appropriations.....	-	-	107,229	107,229
Special revenue trust funds.....	-	-	93,300	93,300
Town revolving Funds.....	-	-	114,510	114,510
Town donation fund.....	-	-	220,649	220,649
Other special revenue Funds.....	-	-	963,597	963,597
Permanent fund spendable.....	-	-	4,500	4,500
Assigned to:				
General government.....	75,000	-	-	75,000
Unassigned.....	1,842,568	-	-	1,842,568
Total Fund Balances.....\$	<u>1,917,568</u>	<u>2,155,545</u>	<u>2,085,229</u>	<u>\$ 6,158,342</u>

**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 health insurance risk pool trust administered by the Massachusetts Interlocal Insurance Association, Inc. (the MIIA). The MIIA obtains health insurance for member governments at costs eligible to larger groups. The MIIA offers a variety of premium based plans to its members with each participating governmental unit being charged a premium for coverage based on rates established by the MIIA. The Town is obligated to pay the MIIA its required premiums and, in the event the MIIA is terminated, its pro-rata share of any deficit, should one exist.

The Town participates in a premium-based workers compensation plan for its active employees. The Town is not liable for any payments in excess of the annual premium.

**NOTE 10 – PENSION PLAN**

*Plan Description* - The Town contributes to the Essex Regional Retirement System, a cost-sharing multiple-employer defined benefit pension plan administered by the Essex Regional Retirement Board. Substantially all employees are members of the System, except for public school teachers and certain administrators who are members of the Massachusetts Teachers Retirement System, to which the Town does not contribute. Pension benefits and administrative expenses paid by the Teachers Retirement Board are the legal responsibility of the Commonwealth. The amount of these on-behalf payments totaled approximately \$152,542 for the fiscal year

ended June 30, 2011, and, accordingly, are reported in the general fund as intergovernmental revenues and pension expenditures.

The System provides retirement, disability and death benefits to plan members and beneficiaries. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the plan. 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 Essex Regional Retirement Board and are borne by the System. The System issues a publicly available unaudited financial report in accordance with guidelines established by the Commonwealth's PERAC. That report may be obtained by contacting the System located at 491 Maple Street, Danvers, Massachusetts.

*Funding Policy* - Plan members are required to contribute to the System at rates ranging from 5% to 11% of annual covered compensation. 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 payroll. Administrative expenses are funded through investment earnings. Chapter 32 of the MGL governs the contributions of plan members and the Town. The Town contributions to the System for the fiscal years ended June 30, 2011, 2010, and 2009 were approximately \$327,000, \$325,000, and \$286,000 respectively, which equaled its required contribution for each fiscal year.

#### **NOTE 11 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS**

*Plan Description* – The Town of Groveland administers a single-employer defined benefit healthcare plan (“the Retiree Health 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 Retiree Health Plan does not issue a publicly available financial report.

At June 30, 2011, the Plan's membership consisted of the following:

Current retirees, beneficiaries, and dependents	25
Current active members	<u>42</u>
Total	<u><u>67</u></u>

*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 75 percent of the cost of current-year premiums for eligible retired plan members and their spouses. Plan members receiving benefits contribute the remaining 25 percent of their premium costs. For fiscal year 2011, the Town contributed approximately \$209,000 towards these benefits.

*Annual OPEB Cost and Net OPEB Obligation* – The Town's annual other postemployment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The components of the Town's



annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the Town's net OPEB obligation are summarized in the following table:

Annual required contribution.....	\$ 467,888
Interest on net OPEB obligation.....	17,388
Adjustments to annual required contribution.....	<u>(157,692)</u>
Annual OPEB cost/expense.....	327,584
Contributions made.....	<u>(209,374)</u>
Increase in net OPEB obligation.....	118,210
Net OPEB obligation - beginning of year.....	<u>485,479</u>
Net OPEB obligation - end of year.....	<u><u>\$ 603,689</u></u>

The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for fiscal year 2011 was as follows:

Fiscal Year Ended	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
6/30/2011	\$ 327,584	63.9%	\$ 603,689
6/30/2010	545,267	50.5%	485,479
6/30/2009	390,889	44.9%	215,333

*Funded Status and Funding Progress* – The funded status of the Plan as of the most recent actuarial valuation date, July 1, 2010, is as follows:

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) Projected Unit Credit (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
7/1/2010	\$ -	\$ 3,769,044	\$ 3,769,044	0%	N/A	N/A
7/1/2007	-	4,970,436	4,970,436	0%	2,573,184	193.2%

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

*Actuarial Methods and Assumptions* – Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the July 1, 2010, actuarial valuation, actuarial liabilities were determined using the projected unit credit cost method. The actuarial assumptions included a 4.00% investment return assumption, which is based on the expected yield on the assets of the Town, calculated based on the funded level of the plan at the valuation date, and an annual medical/drug cost trend rate of 8% initially, graded to 5% over 5 years. The UAAL is being amortized over a 30 year period, with amortization payments increasing at 4.0% per year. The remaining amortization period at July 1, 2010 is 27 years.

#### **NOTE 12 – CONTINGENCIES**

The Town participates in a number of federal award programs. Although the grant programs have been audited in accordance with the provisions of the Single Audit Act Amendments of 1996 through June 30, 2011, these programs are still subject to financial and compliance audits. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although it is expected such amounts, if any, to be immaterial.

The Town has various legal actions and claims pending. 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, 2011, cannot be ascertained, management believes any resulting liability should not materially affect the financial position at June 30, 2011.

#### **NOTE 13 – RESTATEMENT OF NET ASSETS**

The Municipal Light Department changed its accounting method for capital asset depreciation during the year ending December 31, 2010. This was a change from a flat percentage rate method (allowed by the Massachusetts Department of Public Utilities) to a straight line method. The Department believes the straight line method better reflects accounting principles generally accepted in the United States of America. The results of this change resulted in an increase to its beginning net assets of \$1,341,496.

#### **NOTE 14 – IMPLEMENTATION OF NEW GASB PRONOUNCEMENTS**

During fiscal year 2011, the following GASB pronouncements were implemented:

- The GASB issued Statement #54, *Fund Balance Reporting and Governmental Fund Type Definitions*, was implemented in fiscal year 2011. Financial statements changes include new fund balance designations and the reclassification of stabilization funds from the special revenue fund to the general fund. Notes to the basic financial statements were changed to provide additional disclosure on the new designations of fund balance.
- The GASB issued Statement #59, *Financial Instruments Omnibus*, was implemented in fiscal year 2011 and did not impact the financial statements.

The following GASB pronouncements will be implemented in future fiscal years:

- The GASB issued Statement #60, *Accounting and Financial Reporting for Service Concession Arrangements*, which is required to be implemented in fiscal year 2013. Management expects that the implementation of this pronouncement will have an impact on the basic financial statements.
- The GASB issued Statement #61, *The Financial Reporting Entity: Omnibus*, which is required to be implemented in fiscal year 2013. Management's current assessment is that this pronouncement will not have a significant impact on the basic financial statements.
- The GASB issued Statement #62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*, which is required to be implemented in fiscal year 2013. Management's current assessment is that this pronouncement will not have a significant impact on the basic financial statements.
- The GASB issued Statement #63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, which is required to be implemented in fiscal year 2013. Management's current assessment is that this pronouncement will have a significant impact on the basic financial statements.
- The GASB issued Statement #64, *Derivative Instruments: Application of Hedge Accounting Termination Provisions*, an amendment of GASB Statement No. 53, which is required to be implemented in fiscal year 2012. Management does not believe that this pronouncement will require additional disclosure or impact the basic financial statements.
- The GASB issued Statement #65, *Items Previously Reported as Assets and Liabilities*, which is required to be implemented in fiscal year 2013.
- The GASB issued Statement #66, *Technical Corrections – 2012, an amendment of GASB Statements No. 10 and No. 62*, which is required to be implemented in fiscal year 2013.
- The GASB issued Statement #67, *Financial Reporting for Pension Plans, an amendment of GASB Statement No. 25*, which is required to be implemented in fiscal year 2014.
- The GASB issued Statement #68, *Accounting and Financial Reporting for Pensions, an amendment of GASB Statement No. 27*, which is required to be implemented in fiscal year 2015.

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

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# ***Required Supplementary Information***

# Budgetary Comparison Schedule

The General Fund is the general operating fund of the Town. It is used to account for all the 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

FISCAL YEAR ENDED JUNE 30, 2011

	Budgeted Amounts		Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance to Final Budget
	Original Budget	Final Budget			
<b>REVENUES:</b>					
Real estate and personal property taxes, net of tax refunds.....	\$ 10,366,321	\$ 10,366,321	\$ 11,051,089	\$ -	\$ 684,768
Motor vehicle excise taxes.....	675,000	675,000	744,054	-	69,054
Penalties and interest on taxes.....	42,000	42,000	51,065	-	9,065
Payments in lieu of taxes.....	14,500	14,500	15,530	-	1,030
Intergovernmental.....	825,617	825,617	656,883	-	(168,734)
Departmental and other.....	144,000	144,000	182,760	-	38,760
Investment income.....	16,000	16,000	13,545	-	(2,455)
<b>TOTAL REVENUES.....</b>	<b>12,083,438</b>	<b>12,083,438</b>	<b>12,714,926</b>	<b>-</b>	<b>631,488</b>
<b>EXPENDITURES:</b>					
Current:					
General government.....	943,186	1,102,160	845,744	75,000	181,416
Public safety.....	1,447,493	1,498,380	1,476,103	-	22,277
Education.....	7,432,937	7,432,052	7,432,052	-	-
Public works.....	1,165,406	1,205,797	1,225,798	-	(20,001)
Human services.....	244,149	244,149	218,077	-	26,072
Culture and recreation.....	196,597	196,597	196,597	-	-
Pension benefits.....	279,081	279,081	279,081	-	-
Property and liability insurance.....	90,000	81,990	81,254	-	736
Employee benefits.....	364,750	357,250	273,387	-	83,863
<b>TOTAL EXPENDITURES.....</b>	<b>12,163,599</b>	<b>12,397,456</b>	<b>12,028,093</b>	<b>75,000</b>	<b>294,363</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....</b>	<b>(80,161)</b>	<b>(314,018)</b>	<b>686,833</b>	<b>(75,000)</b>	<b>925,851</b>
<b>OTHER FINANCING SOURCES (USES):</b>					
Transfers in.....	38,500	38,500	111,500	-	73,000
Transfers out.....	-	(59,330)	(59,330)	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)...</b>	<b>38,500</b>	<b>(20,830)</b>	<b>52,170</b>	<b>-</b>	<b>73,000</b>
<b>NET CHANGE IN FUND BALANCE.....</b>	<b>(41,661)</b>	<b>(334,848)</b>	<b>739,003</b>	<b>(75,000)</b>	<b>998,851</b>
<b>BUDGETARY FUND BALANCE, Beginning of year.....</b>	<b>(197,434)</b>	<b>(197,434)</b>	<b>(197,434)</b>	<b>-</b>	<b>-</b>
<b>BUDGETARY FUND BALANCE, End of year.....</b>	<b>\$ (239,095)</b>	<b>\$ (532,282)</b>	<b>\$ 541,569</b>	<b>\$ (75,000)</b>	<b>\$ 998,851</b>

See notes to required supplementary information.

# **Retirement System Schedules of Funding Progress and Employer Contributions**

The Retirement System Schedule of Funding Progress presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits.

The Retirement System Schedule of Employer Contributions presents multiyear trend information for required and actual contributions relating to the cost-sharing plan as a whole, of which the Town is one participating employer, as well as the Town's proportionate share of the plan's annual contributions.



**Essex Regional Retirement System  
Schedule of Funding Progress**

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) Entry Age (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
01/01/11	\$ 278,332,006	\$ 536,115,536	\$ 257,783,530	51.9%	\$ 119,707,156	215.3%
01/01/08	301,420,965	445,171,554	143,750,589	67.7%	111,726,856	128.7%
01/01/06	261,327,047	375,593,562	114,266,515	69.6%	98,641,094	115.8%
01/01/04	229,852,971	333,396,222	103,543,251	68.9%	93,404,002	110.9%
01/01/02	218,346,198	287,390,715	69,044,517	76.0%	85,005,338	81.2%
01/01/00	190,363,700	253,847,100	63,483,400	75.0%	69,525,900	91.3%

The Town's share of the UAAL, as of January 1, 2011, is approximately 1.68%.

See notes to required supplementary information.

**Essex Regional Retirement System  
Schedule of Employer Contributions**

Plan Year Ended December 31	System Wide			Town of Groveland	
	Annual Required Contributions	(A) Actual Contributions	Percentage Contributed	(B) Actual Contributions	(B/A) Town's Percentage of System Wide Actual Contributions
2011	\$ 19,484,573	\$ 19,484,573	100%	\$ 327,000	1.68%
2010	17,648,430	17,648,430	100%	325,000	1.84%
2009	16,326,599	16,326,599	100%	286,000	1.75%
2008	15,623,540	15,623,540	100%	318,000	2.04%
2007	15,788,864	15,788,864	100%	307,000	1.94%
2006	16,622,274	16,622,274	100%	267,000	1.61%
2005	13,080,011	13,080,011	100%	266,000	2.03%

The Town's Actual Contributions equaled 100% of its Required Contributions for each year presented.

See notes to required supplementary information.

# Other Postemployment Benefits Plan Schedules

The Schedule of Funding Progress compares, over time, the actuarial accrued liability for benefits with the actuarial value of accumulated plan assets.

The Schedule of Employer Contributions compares, over time, the annual required contributions to the actual contributions made.

The Schedule of Actuarial Methods and Assumptions present factors that significantly affect the identification of trends in the amounts reported.

**OTHER POSTEMPLOYMENT BENEFIT PLAN**  
**SCHEDULE OF FUNDING PROGRESS AND EMPLOYER CONTRIBUTIONS**

JUNE 30, 2011

Schedule of Funding Progress

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) Projected Unit Credit (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
7/1/2010	\$ -	\$ 3,769,044	\$ 3,769,044	0%	N/A	N/A
7/1/2007	-	4,970,436	4,970,436	0%	2,573,184	193.2%

Schedule of Employer Contributions

Fiscal Year Ended	Annual Required Contribution (ARC)	Actual Contributions Made	Percentage of the ARC Contributed
2011	\$ 467,888	\$ 209,374	44.7%
2010	557,920	275,121	49.3%
2009	390,889	175,556	44.9%

N/A - This information was not available from the July 1, 2010 Actuarial Valuation.

The Town implemented GASB Statement No. 45 for the fiscal year ended June 30, 2009.  
Information for prior years is not available.

See notes to required supplementary information.

**OTHER POSTEMPLOYMENT BENEFIT PLAN**  
**ACTUARIAL METHODS AND ASSUMPTIONS**

FISCAL YEAR ENDED JUNE 30, 2011

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Actuarial Methods:

Valuation date	July 1, 2010
Actuarial cost method	Projected Unit Credit
Amortization method	Amortization as level dollar amount over 30 years
Remaining amortization period	27 years as of July 1, 2010
Asset valuation method	Market Value

Actuarial Assumptions:

Investment rate of return	4.00%, pay-as-you-go scenario
Medical/drug cost trend rate	8.0% graded to 5.0% over 5 years

Plan Membership:

Current retirees, beneficiaries, and dependents	25
Current active members	<u>42</u>
Total	<u><u>67</u></u>

See notes to required supplementary information.

**NOTE A – STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY**

A. Budgetary Information

Massachusetts General Laws (MGL) requires the Town to adopt a balanced budget that is approved by Town Meeting. The Board of Selectmen presents an annual budget to Town Meeting, which includes estimates of revenues and other financing sources and recommendations of expenditures and other financing uses. Town Meeting, which has full authority to amend and/or reject the budget or any line item, adopts the expenditure budget by majority vote.

Increases or transfers between departments subsequent to the approval of the annual budget, requires majority Town Meeting approval via a supplemental appropriation.

The majority of the Town’s appropriations are non-continuing which lapse at the end of each fiscal year. Others are continuing appropriations for which the governing body has authorized that an unspent balance from a prior fiscal year be carried forward and made available for spending in the current fiscal year.

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 two-thirds majority vote of the Board of Selectmen and written approval from the Massachusetts Department of Revenue.

An annual budget is adopted for the general fund in conformity with the guidelines described above. The original fiscal year 2011 approved budget authorized approximately \$12.2 million in appropriations and other amounts to be raised including approximately \$160,000 in amounts carried over from previous fiscal years.

The Town Accountant has the responsibility to ensure that budgetary control is maintained on an individual line item appropriation account basis. Budgetary control is exercised through the Town’s 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 fiscal year ended June 30, 2011, is presented below:

Net change in fund balance - budgetary basis.....	\$	739,003
<u>Perspective differences:</u>		
Activity of the stabilization fund recorded in the general fund for GAAP.....		10,021
<u>Basis of accounting differences:</u>		
Net change in revenues in recording 60 day receipts.....		(1,107)
Increase in revenues due to on-behalf payments.....		152,542
Increase in expenditures due to on-behalf payments.....		<u>(152,542)</u>
Net change in fund balance - GAAP basis.....	\$	<u><u>747,917</u></u>

C. Excess of Expenditures over Appropriations

For the fiscal year ended June 30, 2011, expenditures exceeded appropriations for public works (snow and ice) in the amount of approximately \$20,000. This over expenditure will be funded by available funds during fiscal year 2012.

**NOTE B – PENSION PLAN**

The Town contributes to the Essex Regional Retirement System ("Retirement System"), a cost-sharing, multiple-employer defined benefit pension plan ("Plan") administered by the Essex Regional Retirement Board. The Retirement System provides retirement, disability, and death benefits to members and beneficiaries. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the Plan. Plan members are required to contribute to the Retirement System at rates ranging from 5% to 11% of annual covered compensation. The Town is required to pay into the Retirement System its share of the system-wide actuarially determined contribution which is apportioned among the employers based on active covered payroll.

The schedule of funding progress, presented as required supplementary information, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits. Additionally, the schedule of employer contributions, presented as required supplementary information, presents multiyear trend information for required and actual contributions relating to the cost-sharing plan as a whole, of which the Town is one participating employer, as well as the Town's proportionate share of the plan's annual contributions. This information is designed to be helpful for understanding the scale of the information presented relative to the Town.

The following actuarial methods and assumptions were used in the Retirement System's most recent actuarial valuation:

Actuarial Methods and Assumptions:

Valuation Date.....	January 1, 2011
Actuarial Cost Method.....	Entry Age Normal Cost Method
Amortization Method.....	Increasing at 4.5% per year
Remaining Amortization Period.....	24 years remaining as of July 1, 2011, closed
Asset Valuation Method.....	20% of the difference between the market value of assets and the preliminary actuarial value is added to the preliminary actuarial value and must be within 20% of market value of the assets.

Actuarial Assumptions:

Investment rate of return.....	8.25%
Projected salary increases.....	5.00%
Cost of living adjustments.....	3.00% for the first \$12,000 of retirement income

Plan Membership:

Retired participants and beneficiaries receiving benefits.....	1,624
Terminated participants entitled to a return of their employee contributions.....	844
Terminated participants with a vested right to a deferred or immediate benefit.....	70
Active participants.....	<u>3,013</u>
Total.....	<u><u>5,551</u></u>

**NOTE C – OTHER POST-EMPLOYMENT BENEFITS**

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

The Town currently finances its other post-employment benefits (OPEB) on combined pre-funded and a pay-as-you-go basis. As a result, the funded ratio (actuarial value of assets expressed as a percentage of the actuarially accrued liability) was 0%. In accordance with Governmental Accounting Standards, the Town has recorded its OPEB cost equal to the actuarial determined annual required contribution (ARC) which includes the normal cost of providing benefits for the year and a component for the amortization of the total unfunded actuarial accrued liability of the plan.

The Schedule of Funding Progress presents multi-year trend information which compares, over time, the actuarially accrued liability for benefits with the actuarial value of accumulated plan assets.

Projections for benefits for financial reporting purposes are based on the substantive plan and include the types of benefits provided at the time of each valuation and the historical pattern of sharing benefits costs between the employer and the plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

The Schedule of Actuarial Methods and Assumptions presents factors that significantly affect the identification of trends in the amounts reported.



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***Report on Internal Control Over  
Financial Reporting and on Compliance***



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

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To the Honorable Board of Selectmen  
Town of Groveland, Massachusetts

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Groveland, Massachusetts, as of and for the year ended June 30, 2011 (except for the Groveland Municipal Light Department which is as of and for the year ended December 31, 2010), which collectively comprise the Town of Groveland, Massachusetts' basic financial statements and have issued our report thereon dated February 28, 2013. The report was qualified due to the fact that we were unable to obtain sufficient audit evidence to satisfy ourselves as to the sufficiency of the overall internal controls over maintenance of the general ledger. The Town's control activities for its accounting system were insufficient and did not completely reconcile the posted activity which resulted in an increase in the Water Enterprise fund in the amount of \$942,610. Our report was further modified to include a reference to another auditor. Except as discussed in the preceding sentences, 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. Another auditor audited the financial statements of the Groveland Municipal Light Department, as described in our report on the Town of Groveland, Massachusetts' financial statements. This report does not include the results of the other auditors' testing of internal control over financial reporting or compliance and other matters that are reported on separately by that auditor.

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

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

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

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiencies described below to be material weaknesses:

An inadequate design of internal control over the preparation of financial statements being audited has been noted. In addition, the Town does not have sufficient internal controls in place to assure that all activity recorded within the general ledger is complete and accurate and supported by adequate documentation.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Town of Groveland, Massachusetts' financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in a separate letter dated February 28, 2013.

We noted certain other matters that we reported to management of the Town of Groveland, Massachusetts in a separate letter dated February 28, 2013.

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

*Powers + Juliani, LLC*

February 28, 2013