

**TOWN OF ALEXANDRIA,  
NEW HAMPSHIRE**

**ANNUAL FINANCIAL REPORT**

**AS OF AND FOR THE FISCAL YEAR ENDED  
DECEMBER 31, 2018**

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**ANNUAL FINANCIAL REPORT**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**  
**TABLE OF CONTENTS**

	<u>PAGES</u>
<b>INDEPENDENT AUDITOR’S REPORT</b> .....	1 - 2
<b>BASIC FINANCIAL STATEMENTS</b>	
<b>Government-wide Financial Statements</b>	
A Statement of Net Position .....	3
B Statement of Activities .....	4
<b>Fund Financial Statements</b>	
<i>Governmental Funds</i>	
C-1 Balance Sheet .....	5
C-2 Reconciliation of the Balance Sheet - Governmental Funds to the Statement of Net Position.....	6
C-3 Statement of Revenues, Expenditures, and Changes in Fund Balances.....	7
C-4 Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds to the Statement of Activities .....	8
<i>Budgetary Comparison Information</i>	
D Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual (Non-GAAP Budgetary Basis) – General Fund .....	9
<i>Fiduciary Funds</i>	
E-1 Statement of Net Position .....	10
E-2 Statement of Changes in Net Position .....	11
<b>NOTES TO THE BASIC FINANCIAL STATEMENTS</b> .....	12 - 35
<b>REQUIRED SUPPLEMENTARY INFORMATION</b>	
F Schedule of the Town’s Proportionate Share of Net Pension Liability .....	36
G Schedule of Town Contributions – Pensions .....	37
<b>NOTE TO THE REQUIRED SUPPLEMENTARY INFORMATION - PENSION LIABILITY</b> .....	38
H Schedule of the Town’s Proportionate Share of Net Other Postemployment Benefits Liability .....	39
I Schedule of Town Contributions – Other Postemployment Benefits .....	40
<b>NOTE TO THE REQUIRED SUPPLEMENTARY INFORMATION - OTHER POSTEMPLOYMENT BENEFITS LIABILITY</b> .....	41
<b>COMBINING AND INDIVIDUAL FUND SCHEDULES</b>	
<b>Governmental Funds</b>	
<i>Major General Fund</i>	
1 Schedule of Estimated and Actual Revenues (Non-GAAP Budgetary Basis).....	42
2 Schedule of Appropriations, Expenditures, and Encumbrances (Non-GAAP Budgetary Basis) .....	43 - 44
3 Schedule of Changes in Unassigned Fund Balance.....	45
<i>Nonmajor Governmental Funds</i>	
4 Combining Balance Sheet .....	46
5 Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances.....	47
<b>INDEPENDENT AUDITOR’S COMMUNICATION OF SIGNIFICANT DEFICIENCY</b> .....	48



# PLODZIK & SANDERSON

*Professional Association/Accountants & Auditors*

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX 603-224-1380

## ***INDEPENDENT AUDITOR'S REPORT***

To the Members of the Board of Selectmen  
Town of Alexandria  
Alexandria, New Hampshire

We have audited the accompanying financial statements of the governmental activities, each major fund, and aggregate remaining fund information of the Town of Alexandria as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

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

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

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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

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

### **Summary of Opinions**

<u>Opinion Unit</u>	<u>Type of Opinion</u>
Governmental Activities	Adverse
General Fund	Unmodified
Permanent Fund	Unmodified
Aggregate Remaining Fund Information	Unmodified

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

As discussed in Note 1-B to the financial statements, management has not recorded the long-term costs of retirement health care costs and obligations for other postemployment benefits for the single employer plan in the governmental activities. Accounting principles generally accepted in the United States of America require that those costs be recorded, which would increase the liabilities, decrease the net position and increase the expenses of the governmental activities. The amount by which this departure would affect the liabilities, net position, and expenses on the governmental activities is not readily determinable.

***Town of Alexandria  
Independent Auditor's Report***

***Adverse Opinion***

In our opinion, because of the significance of the matter described in the "Basis for Adverse Opinion on Governmental Activities" paragraph, the financial statements referred to above do not present fairly the financial position of the government-wide financial statements of the Town of Alexandria, as of December 31, 2018, or the changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

***Unmodified Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each major fund and aggregate remaining fund information of the Town of Alexandria as of December 31, 2018, and the respective changes in financial position and the respective budgetary comparison for the general fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

***Change in Accounting Principle***

As discussed in Note 2-C to the financial statements, in fiscal year 2018 the Town adopted new accounting guidance, Governmental Accounting Standards Board (GASB) Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. Our opinions are modified with respect to this matter.

***Other Matters***

**Management's Discussion and Analysis** – Management has omitted a Management's Discussion and Analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing 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. Our opinion on the basic financial statements is not affected by the missing information.

**Required Supplementary Information** – Accounting principles generally accepted in the United States of America require that the following be presented to supplement the basic financial statements:

- Schedule of the Town's Proportionate Share of Net Pension Liability,
- Schedule of Town Contributions – Pensions,
- Schedule of the Town's Proportionate Share of the Net Other Postemployment Benefits Liability,
- Schedule of Town Contributions – Other Postemployment Benefits,
- Notes to the Required Supplementary Information

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

**Other Information** - Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Alexandria's basic financial statements. The combining and individual fund schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements.

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

July 26, 2019

*Plodzik & Sanderson  
Professional Association*

***BASIC FINANCIAL STATEMENTS***

**EXHIBIT A**  
**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
*Statement of Net Position*  
**December 31, 2018**

	Governmental Activities
<b>ASSETS</b>	
Cash and cash equivalents	\$ 1,785,443
Investments	602,994
Taxes receivables (net)	341,707
Account receivables	360
Tax dedeed property, subject to resale	40,116
Capital assets:	
Land	130,725
Other capital assets, net of depreciation	4,132,428
Total assets	7,033,773
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Amounts related to pensions	86,165
Amounts related to other postemployment benefits	5,693
Total deferred outflows of resources	91,858
<b>LIABILITIES</b>	
Accounts payable	36,937
Accrued interest payable	11,309
Intergovernmental payable	1,351,439
Long-term liabilities:	
Due within one year	116,751
Due in more than one year	887,637
Total liabilities	2,404,073
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Unavailable revenue - property taxes	5,056
Amounts related to pensions	52,525
Amounts related to other postemployment benefits	147
Total deferred inflows of resources	57,728
<b>NET POSITION</b>	
Net investment in capital assets	3,862,726
Restricted	596,464
Unrestricted	204,640
Total net position	\$ 4,663,830

The notes to the basic financial statements are an integral part of this statement.

**EXHIBIT B**  
**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**Statement of Activities**  
**For the Fiscal Year Ended December 31, 2018**

	Expenses	Program Revenues		Net (Expense) Revenue and Change In Net Position
		Charges for Services	Operating Grants and Contributions	
General government	\$ 398,570	\$ 3,414	\$ 2,500	\$ (392,656)
Public safety	415,989	480	-	(415,509)
Highways and streets	890,371	538	156,547	(733,286)
Sanitation	183,384	15,243	-	(168,141)
Health	23,715	-	-	(23,715)
Welfare	8,965	-	-	(8,965)
Culture and recreation	30,604	-	-	(30,604)
Conservation	1,165	-	-	(1,165)
Interest on long-term debt	1,650	-	-	(1,650)
Total governmental activities	<u>\$ 1,954,413</u>	<u>\$ 19,675</u>	<u>\$ 159,047</u>	<u>(1,775,691)</u>
General revenues:				
Taxes:				
Property				1,161,310
Other				69,660
Motor vehicle permit fees				344,755
Licenses and other fees				11,153
Grants and contributions not restricted to specific programs				84,964
Unrestricted investment earnings				23,497
Miscellaneous				3,564
Total general revenues				<u>1,698,903</u>
Change in net position				(76,788)
Net position, beginning, as restated (see Note 18)				4,740,618
Net position, ending				<u>\$ 4,663,830</u>

The notes to the basic financial statements are an integral part of this statement.

**EXHIBIT C-1**  
**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**Governmental Funds**  
**Balance Sheet**  
**December 31, 2018**

	General	Permanent	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>				
Cash and cash equivalents	\$ 1,536,749	\$ 34,073	\$ 49,220	\$ 1,620,042
Investments	35,665	567,329	-	602,994
Taxes receivable	381,707	-	-	381,707
Accounts receivable	-	-	360	360
Interfund receivable	5,129	-	95	5,224
Tax deeded property, subject to resale	40,116	-	-	40,116
Restricted assets:				
Cash and cash equivalents	165,401	-	-	165,401
Total assets	<u>\$ 2,164,767</u>	<u>\$ 601,402</u>	<u>\$ 49,675</u>	<u>\$ 2,815,844</u>
<b>LIABILITIES</b>				
Accounts payable	\$ 36,937	\$ -	\$ -	\$ 36,937
Intergovernmental payable	1,351,439	-	-	1,351,439
Interfund payable	95	4,938	191	5,224
Total liabilities	<u>1,388,471</u>	<u>4,938</u>	<u>191</u>	<u>1,393,600</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Unavailable revenue - Property taxes	89,058	-	-	89,058
<b>FUND BALANCES</b>				
Nonspendable	40,116	547,289	-	587,405
Restricted	-	49,175	-	49,175
Committed	165,401	-	49,484	214,885
Unassigned	481,721	-	-	481,721
Total fund balances	<u>687,238</u>	<u>596,464</u>	<u>49,484</u>	<u>1,333,186</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 2,164,767</u>	<u>\$ 601,402</u>	<u>\$ 49,675</u>	<u>\$ 2,815,844</u>

The notes to the basic financial statements are an integral part of this statement.

*EXHIBIT C-2*  
**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
*Reconciliation of the Balance Sheet - Governmental Funds to the Statement of Net Position*  
*December 31, 2018*

Amounts reported for governmental activities in the Statement of Net Position are different because:		
Total fund balances of governmental funds (Exhibit C-1)		\$ 1,333,186
Capital assets used in governmental activities are not current financial resources, therefore, are not reported in the governmental funds.		
Cost	\$ 6,671,186	
Less accumulated depreciation	<u>(2,408,033)</u>	
		4,263,153
Pension and other postemployment benefit (OPEB) related deferred outflows of resources and deferred inflows of resources are not due and payable in the current year, and therefore, are not reported in the governmental funds as follows:		
Deferred outflows of resources related to pensions	\$ 86,165	
Deferred inflows of resources related to pensions	(52,525)	
Deferred outflows of resources related to OPEB	5,693	
Deferred inflows of resources related to OPEB	<u>(147)</u>	
		39,186
Interfund receivables and payables between governmental funds are eliminated on the Statement of Net Position.		
Receivables	\$ (5,224)	
Payables	<u>5,224</u>	
		-
Other long-term assets are not available to pay for current period expenditures, and therefore, are reported as deferred inflows of resources in the governmental funds.		84,002
Allowance for uncollectible property taxes that is recognized on a full accrual basis but not the modified accrual basis.		(40,000)
Interest on long-term debt is not accrued in governmental funds.		
Accrued interest payable		(11,309)
Long-term liabilities are not due and payable in the current period, therefore, are not reported in the governmental funds.		
Bond	\$ 100,000	
Capital leases	300,427	
Compensated absences	18,875	
Net pension liability	538,725	
Other postemployment benefits	<u>46,361</u>	
		<u>(1,004,388)</u>
Net position of governmental activities (Exhibit A)		<u><u>\$ 4,663,830</u></u>

The notes to the basic financial statements are an integral part of this statement.

**EXHIBIT C-3**  
**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**Governmental Funds**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances**  
**For the Fiscal Year Ended December 31, 2018**

	General	Permanent	Other Governmental Funds	Total Governmental Funds
<b>REVENUES</b>				
Taxes	\$ 1,258,813	\$ -	\$ 75	\$ 1,258,888
Licenses and permits	355,908	-	-	355,908
Intergovernmental	244,011	-	-	244,011
Charges for services	13,852	-	5,823	19,675
Miscellaneous	11,987	14,536	538	27,061
Total revenues	<u>1,884,571</u>	<u>14,536</u>	<u>6,436</u>	<u>1,905,543</u>
<b>EXPENDITURES</b>				
Current:				
General government	334,703	42,838	-	377,541
Public safety	397,221	-	367	397,588
Highways and streets	694,669	-	-	694,669
Sanitation	181,243	-	-	181,243
Health	23,715	-	-	23,715
Welfare	8,965	-	-	8,965
Culture and recreation	30,604	-	-	30,604
Conservation	848	-	317	1,165
Debt service:				
Principal	25,000	-	-	25,000
Interest	4,684	-	-	4,684
Capital outlay	113,672	-	-	113,672
Total expenditures	<u>1,815,324</u>	<u>42,838</u>	<u>684</u>	<u>1,858,846</u>
Excess (deficiency) of revenues over (under) expenditures	<u>69,247</u>	<u>(28,302)</u>	<u>5,752</u>	<u>46,697</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	4,938	-	-	4,938
Transfers out	-	(4,938)	-	(4,938)
Capital lease	30,381	-	-	30,381
Total other financing sources (uses)	<u>35,319</u>	<u>(4,938)</u>	<u>-</u>	<u>30,381</u>
Net change in fund balances	104,566	(33,240)	5,752	77,078
Fund balances, beginning	582,672	629,704	43,732	1,256,108
Fund balances, ending	<u>\$ 687,238</u>	<u>\$ 596,464</u>	<u>\$ 49,484</u>	<u>\$ 1,333,186</u>

The notes to the basic financial statements are an integral part of this statement.

*EXHIBIT C-4*  
**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
*Reconciliation of the Statement of Revenues, Expenditures, and*  
*Changes in Fund Balances - Governmental Funds to the Statement of Activities*  
*For the Fiscal Year Ended December 31, 2018*

Net change in fund balances of governmental funds (Exhibit C-3)		\$ 77,078
Amounts reported for governmental activities in the Statement of Activities are different because:		
Governmental funds report capital outlays as expenditures, while governmental activities report depreciation expense to allocate those expenditures over the life of the assets. Depreciation expense exceeded capital outlay expenditure in the current year, as follows:		
Capitalized capital outlay	\$ 45,581	
Depreciation expense	<u>(249,007)</u>	(203,426)
Transfers in and out between governmental funds are eliminated on the Statement of Activities.		
Transfers in	\$ (4,938)	
Transfers out	<u>4,938</u>	-
Revenue in the Statement of Activities that does not provide current financial resources is not reported as revenue in the governmental funds.		
Change in deferred tax revenue	\$ (17,918)	
Change in allowance for uncollectible taxes not recognized on modified accrual basis	<u>(10,000)</u>	(27,918)
Proceeds from issuing long-term liabilities provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the Statement of Net Position. Repayment of long-term liabilities is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position.		
Inception of capital leases	\$ (30,381)	
Repayment of bond principal	25,000	
Repayment of capital leases	<u>99,859</u>	94,478
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 governmental funds.		
Decrease in accrued interest expense	\$ 3,034	
Increase in compensated absences payable	(5,493)	
Net change in net pension liability, and deferred outflows and inflows of resources related to pensions	(3,247)	
Net change in net other postemployment benefits liability and deferred outflows and inflows of resources related to other postemployment benefits	<u>(11,294)</u>	(17,000)
Changes in net position of governmental activities (Exhibit B)		<u><u>\$ (76,788)</u></u>

The notes to the basic financial statements are an integral part of this statement.

**EXHIBIT D**  
**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**Budget and Actual (Non-GAAP Budgetary Basis)**  
**General Fund**  
**For the Fiscal Year Ended December 31, 2018**

	Original and Final Budget	Actual	Variance Positive (Negative)
<b>REVENUES</b>			
Taxes	\$ 1,221,310	\$ 1,230,895	\$ 9,585
Licenses and permits	339,250	355,908	16,658
Intergovernmental	171,520	244,011	72,491
Charges for services	17,500	13,852	(3,648)
Miscellaneous	25,000	11,972	(13,028)
Total revenues	<u>1,774,580</u>	<u>1,856,638</u>	<u>82,058</u>
<b>EXPENDITURES</b>			
Current:			
General government	337,476	330,571	6,905
Public safety	380,839	366,840	13,999
Highways and streets	683,530	694,669	(11,139)
Sanitation	169,969	181,243	(11,274)
Health	25,323	23,715	1,608
Welfare	16,450	8,965	7,485
Culture and recreation	34,475	30,604	3,871
Conservation	1,411	848	563
Debt service:			
Principal	25,000	25,000	-
Interest	6,111	4,684	1,427
Capital outlay	88,996	59,573	29,423
Total expenditures	<u>1,769,580</u>	<u>1,726,712</u>	<u>42,868</u>
Excess of revenues over expenditures	<u>5,000</u>	<u>129,926</u>	<u>124,926</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers in	5,000	4,938	(62)
Transfers out	(10,000)	(10,000)	-
Total other financing sources (uses)	<u>(5,000)</u>	<u>(5,062)</u>	<u>(62)</u>
Net change in fund balances	<u>\$ -</u>	<u>124,864</u>	<u>\$ 124,864</u>
Increase in nonspendable fund balance		(5,494)	
Unassigned fund balance, beginning		406,353	
Unassigned fund balance, ending		<u>\$ 525,723</u>	

The notes to the basic financial statements are an integral part of this statement.

**EXHIBIT E-1**  
**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**Fiduciary Funds**  
**Statement of Net Position**  
**December 31, 2018**

	Private Purpose Trust	Agency
<b>ASSETS</b>		
Cash and cash equivalents	\$ 35,830	\$ 4,872
Investments	596,594	-
Total assets	632,424	4,872
<b>LIABILITIES</b>		
Due to others	2,349	4,872
<b>NET POSITION</b>		
Held in trust for specific purposes	\$ 630,075	\$ -

The notes to the basic financial statements are an integral part of this statement.

*EXHIBIT E-2*  
**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
*Fiduciary Funds*  
**Statement of Changes in Net Position**  
**For the Fiscal Year Ended December 31, 2018**

---

	Private Purpose Trust
<b>ADDITIONS</b>	
New funds	\$ 4,132
Interest	15,505
Change in fair market value	(40,358)
Total additions	(20,721)
<b>DEDUCTIONS</b>	
Scholarships	15,321
Change in net position	(36,042)
Net position, beginning	666,117
Net position, ending	\$ 630,075

The notes to the basic financial statements are an integral part of this statement.

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

	<u>NOTE</u>
<b>Summary of Significant Accounting Policies</b> .....	1
Reporting Entity .....	1-A
Basis of Accounting, and Measurement Focus .....	1-B
Cash and Cash Equivalents .....	1-C
Restricted Assets .....	1-D
Investments .....	1-E
Receivables .....	1-F
Capital Assets .....	1-G
Interfund Activities .....	1-H
Property Taxes .....	1-I
Accounts Payable .....	1-J
Deferred Outflows/Inflows of Resources .....	1-K
Long-term Obligations .....	1-L
Compensated Absences .....	1-M
Defined Benefit Pension Plan .....	1-N
Postemployment Benefits Other Than Pensions .....	1-O
Net Position/Fund Balances .....	1-P
Use of Estimates .....	1-Q
<b>Stewardship, Compliance, and Accountability</b> .....	2
Budgetary Information .....	2-A
Budgetary Reconciliation to GAAP Basis .....	2-B
Accounting Change/Restatement .....	2-C

***DETAILED NOTES ON ALL FUNDS***

<b>Cash and Cash Equivalents</b> .....	3
<b>Restricted Assets</b> .....	4
<b>Investments</b> .....	5
<b>Taxes Receivable</b> .....	6
<b>Other Receivables</b> .....	7
<b>Capital Assets</b> .....	8
<b>Interfund Balances and Transfers</b> .....	9
<b>Intergovernmental Payables</b> .....	10
<b>Deferred Outflows/Inflows of Resources</b> .....	11
<b>Capital Lease Obligations</b> .....	12
<b>Long-term Liabilities</b> .....	13
<b>Defined Benefit Pension Plan</b> .....	14
<b>Postemployment Benefits Other Than Pensions</b> .....	15
New Hampshire Retirement System (NHRS) .....	15-A
Town of Alexandria Retiree Health Benefit Program .....	15-B
<b>Governmental Activities Net Position</b> .....	16
<b>Governmental Fund Balances</b> .....	17
<b>Prior Period Adjustment</b> .....	18
<b>Risk Management</b> .....	19

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

<b>Contingent Liabilities.....</b>	<b>20</b>
<b>Tax Abatements.....</b>	<b>21</b>
<b>Subsequent Events.....</b>	<b>22</b>

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

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

The financial statements of the Town of Alexandria, New Hampshire (the Town), have been prepared in conformity with U.S. Generally Accepted Accounting Principles (GAAP) for governmental units as prescribed by the Governmental Accounting Standards Board (GASB) and other authoritative sources.

In 2018 the Town implemented GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, which changed the way other postemployment benefit (OPEB) liabilities and related expenses are recorded. See Note 1-O for further information on this pronouncement.

The more significant of the Town’s accounting policies are described below.

**1-A Reporting Entity**

The Town of Alexandria is a municipal corporation governed by an elected 3-member Board of Selectmen. In evaluating how to define the Town for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity is made by applying the criteria set forth by the GASB. The Town has no component units to include in its reporting entity.

**1-B Basis of Accounting, and Measurement Focus**

The accounts of the Town are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, deferred outflows of resources, liabilities, deferred inflows of resources, fund equity, revenues, and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

**Government-wide Financial Statements** – The Town’s government-wide financial statements include a Statement of Net Position and a Statement of Activities. These statements present summaries of governmental activities for the Town accompanied by a total column. Fiduciary activities of the Town are not included in these statements.

These statements are presented on an “economic resources” measurement focus and the accrual basis of accounting. Accordingly, all of the Town’s assets, deferred outflows of resources, liabilities, and deferred inflows of resources, including capital assets and long-term liabilities, are included in the accompanying Statement of Net Position, with the exception of the long-term costs of retirement healthcare and obligations for other postemployment benefits of the Town’s single employer plan have also been omitted because the liability and expense have not been determined. The Statement of Activities presents changes in net position. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned while expenses are recognized in the period in which the liability is incurred, regardless of the timing of related cash flows. As in the Statement of Net Position the Town has not recorded other postemployment benefit expense of the Town’s single employer plan in this statement. The types of transactions reported as program revenues for the Town are reported in two categories: 1) charges for services and 2) operating grants and contributions.

Certain eliminations have been made to interfund activities, payables, and receivables. All internal balances in the Statement of Net Position have been eliminated.

**Governmental Fund Financial Statements** – Include a balance sheet and a Statement of Revenues, Expenditures, and Changes in Fund Balances for all major governmental funds and nonmajor funds aggregated. An accompanying statement is presented to reconcile and explain the differences in fund balances and changes in fund balances as presented in these statements to the net position and changes in net position presented in the government-wide financial statements. The Town has presented all major funds that met those qualifications.

Governmental fund financial statements are reported using the *current financial resources* measurement focus and the *modified accrual basis* of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Town generally considers revenues to be available if they are collected within 60 days of the end of the current fiscal period, with the exception of reimbursement-based grants, which use a period of one year. Property taxes, licenses and permits, intergovernmental revenue, and interest associated with the current fiscal period are all considered to

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other grant requirements have been met. All other revenue items are considered to be measurable and available only when cash is received by the government.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

The Town reports the following major governmental funds:

**General Fund** – is the Town’s primary operating fund. The general fund accounts for all financial resources except those required to be accounted for in another fund. The primary revenue sources include property taxes, State grants and motor vehicle permit fees. The primary expenditures are for general government, public safety, highways and streets, sanitation, culture and recreation, debt service and capital outlay. Under GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, guidance the expendable trust funds are consolidated in the general fund.

**Permanent Funds** – are held in the custody of the Trustees of Trust Funds and are used to account for resources held in trust for use by the Town.

Additionally, the Town reports the following fund types:

**Special Revenue Funds** – are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

All the governmental funds not meeting the criteria established for major funds are presented in the other governmental column of the fund financial statements. The Town reports three nonmajor governmental funds.

**Fiduciary Fund Financial Statements** – Include a Statement of Net Position and a Statement of Changes in Net Position. The Town’s fiduciary funds are private purpose trust and agency funds, which are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. These funds are accounted for on a spending or “economic resources” measurement focus and the accrual basis of accounting.

The Town also reports the following fiduciary funds:

**Private Purpose Trust Fund** – are used to report trust arrangements, other than pension and investment trusts, under which principal and income benefit individuals, private organizations, or other governments.

**Agency Fund** – are custodial in nature and do not involve the measurement of operating results. An agency fund is used to account for assets held on behalf of outside parties, including other governments.

### ***1-C Cash and Cash Equivalents***

The Town considers all highly liquid investments with an original maturity of three months or less to be cash equivalents. Deposits with financial institutions consist primarily of demand deposits and savings accounts.

The treasurer is required to deposit such moneys in solvent banks in state or the Public Deposit Investment Pool pursuant to New Hampshire RSA 383:22. Funds may be deposited in banks outside of the state if such banks pledge and deliver to a third party custodial bank or the Federal Reserve Bank, collateral security for such deposits, United States government or government agency obligations or obligations to the State of New Hampshire in value at least equal to the amount of the deposit in each case.

### ***1-D Restricted Assets***

Certain Town assets are classified as restricted assets because their use is restricted by statutory limitation or they are earmarked for a specific purpose.

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

**1-E Investments**

State statutes place certain limitations on the nature of deposits and investments available as follows:

New Hampshire law authorizes the Town to invest in the following type of obligations:

- Obligations of the United States government,
- The public deposit investment pool established pursuant to RSA 383:22,
- Savings bank deposits,
- Certificates of deposit and repurchase agreements of banks incorporated under the laws of the State of New Hampshire or in banks recognized by the State treasurer.

Any person who directly or indirectly receives any such funds or moneys for deposit or for investment in securities of any kind shall, prior to acceptance of such funds, make available at the time of such deposit or investment an option to have such funds secured by collateral having a value at least equal to the amount of such funds. Such collateral shall be segregated for the exclusive benefit of the Town. Only securities defined by the bank commissioner as provided by rules adopted pursuant to RSA 386:57 shall be eligible to be pledged as collateral.

**Fair Value Measurements of Investments** – In accordance with GASB Statement No. 72, *Fair Value Measurement and Application*, except for investments measured using net asset value (NAV) as a practical expedient to estimate fair value, the Town categorizes the fair value measurements of its investments within the fair value hierarchy established by US GAAP. The fair value hierarchy categorizes the inputs to valuation techniques used for fair value measurement into three levels as follows:

**Level 1** – Inputs reflect quoted prices (unadjusted) in active markets for identical assets or liabilities that the Town has the ability to access at the measurement date. Directly held marketable equity securities would be examples of Level 1 investments.

**Level 2** – Inputs are other than quoted prices that are observable for the assets or liabilities, either directly or indirectly, including inputs in markets that are not considered to be active. Because they most often are priced on the basis of transactions involving similar but not identical securities or do not trade with sufficient frequency, certain directly held fixed income securities are categorized in Level 2. All of the Town's holdings in New Hampshire Public Deposit Investment Pool (NHPDIP) would be examples of Level 2 investments.

**Level 3** – Inputs are significant unobservable inputs.

The fair value hierarchy gives the highest priority to Level 1 inputs and the lowest priority to Level 3 inputs. In certain instances where the determination of the fair value measurement is based on inputs from different levels of the fair value hierarchy, is the level in the fair value hierarchy based on the lowest level of input that is significant to the fair value measurement. Investments are reported at fair value. If an investment is held directly by the Town and an active market with quoted prices exists, such as for domestic equity securities, the market price of an identical security is used to report fair value and is classified in Level 1. Corporate fixed income securities and certain governmental securities utilize pricing that may involve estimation using similar securities or trade dates and are classified in Level 2. Fair values for shares in registered mutual funds and exchange-traded funds are based on published share prices and classified in Level 1.

In determining fair value, the Town utilizes valuation techniques that maximize the use of observable inputs and minimize the use of unobservable inputs to the extent possible.

**Investments in Certain External Investment Pools** – In accordance with GASB Statement No. 79, *Certain External Investment Pools and Pool Participants*, the Town held investments with the New Hampshire Public Deposit Investment Pool (NHPDIP) are categorized as Level 2. The NHPDIP measures all of its investments at amortized cost. There are no redemption restrictions and shares may be redeemed by the Town in accordance with the NHPDIP's Information Statement.

**1-F Receivables**

Receivables recorded in the financial statements represent amounts due to the Town at December 31. They are aggregated into a single accounts receivable (net of allowance for uncollectibles) line for certain funds and aggregated columns. They consist primarily of taxes, billing for charges, and other user fees.

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

***1-G Capital Assets***

Capital assets include property, plant, and equipment, infrastructure assets (e.g. roads, bridges, sidewalks, and similar items), and intangible assets (i.e. easements) which are reported in the applicable governmental activities column in the government-wide financial statements. The accounting and reporting treatment applied to capital assets associated with a fund are determined by the fund’s measurement focus. General capital assets are assets of the Town as a whole. When purchased, such assets are recorded as expenditures in a governmental fund and capitalized as assets in the government-wide Statement of Net Position.

Capital assets are defined by the Town as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are carried at historical cost or estimated historical cost. When the cost of the capital assets cannot be determined from available records, estimated historical cost is used. Donated capital assets received on or prior to June 15, 2015 are recorded at their estimated fair value at the date of donation. Donated capital assets received after June 15, 2015 are recorded at acquisition value.

The costs of normal maintenance and repairs are charged to operations as incurred. Improvements are capitalized and depreciated over the remaining useful lives of the related fixed assets, as applicable.

Capital assets of the Town are depreciated using the straight-line method over the following estimated useful lives:

	<u>Years</u>
<b>Capital Asset Classes:</b>	
Buildings and building improvements	50 - 126
Machinery, equipment, and vehicles	8 - 30
Land improvements	30
Infrastructure	50

***1-H Interfund Activities***

Interfund activities are reported as follows:

***Interfund Receivables and Payables*** – Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as “due to/from other funds” (i.e. the current portion of interfund loans). All other outstanding balances between funds are reported as “due to/from other funds.” Interfund receivables and payables between funds are eliminated in the Statement of Net Position.

***Interfund Transfers*** – Interfund transfers represent flows of assets without equivalent flows of assets in return and without a requirement for repayment. In governmental funds, transfers are reported as other financing uses in the funds making the transfers and other financing sources in the funds receiving the transfers. In the government-wide financial statements, all interfund transfers between individual governmental funds have been eliminated.

***1-I Property Taxes***

Property tax billings occur semi-annually and are based on the assessed inventory values as of April 1 of each year in accordance with RSA 76:15-a, *Semi-Annual Collection of Taxes in certain Towns and Cities*. Warrants for the year were issued on May 1, 2018 and October 13, 2018, and due on July 9, 2018 and December 1, 2018. Interest accrues at a rate of 12% on bills outstanding after the due date and 18% on tax liens outstanding.

In connection with the setting of the tax rate, Town officials with the approval of the Department of Revenue Administration, establish and raise through taxation an amount for tax abatement and refunds, known as overlay. This amount is reported as a reduction in tax revenue and is adjusted by management for any reserve for uncollectable at year end. The property taxes collected by the Town include taxes levied for the State of New Hampshire, Newfound Area School District, and Grafton County, which are remitted to these entities as required by law.

The Town net assessed valuation as of April 1, 2018 utilized in the setting of the tax rate was as follows:

For the New Hampshire education tax	\$ 179,210,493
For all other taxes	\$ 197,218,893

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

The tax rates and amounts assessed for the year ended December 31, 2018 were as follows:

	Per \$1,000 of Assessed Valuation	Property Taxes Assessed
Municipal portion	\$ 6.13	\$ 1,209,389
School portion:		
State of New Hampshire	2.21	396,927
Local	12.63	2,490,370
County portion	1.81	356,162
Total	\$ 22.78	\$ 4,452,848

***1-J Accounts Payable***

Accounts payable represent the gross amount of expenditures or expenses incurred as a result of normal operations, but for which no actual payment has yet been issued to vendors/providers as of December 31, 2018.

***1-K Deferred Outflows/Inflows of Resources***

*Deferred outflows of resources*, a separate financial statement element, represents a consumption of net position or fund balance that applies to a future period(s) and thus will not be recognized as an outflow of resources (expenses) until then. Deferred outflows of resources consist of unrecognized items not yet charged to pension and OPEB expense and contributions from the Town after the measurement date but before the end of the Town’s reporting period.

*Deferred inflows of resources*, a separate financial statement element, represents an acquisition of net position or fund balance that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. Although certain revenues are measurable, they are not available. Available means collected within the current year or expected to be collected soon enough thereafter to be used to pay liabilities of the current year. Deferred inflows of resources in the governmental fund financial statements represent the amount of assets that have been recognized, but the related revenue has not been recognized since the assets are not collected within the current year or expected to be collected soon enough thereafter to be used to pay liabilities of the current year. Deferred inflows of resources consist of property tax receivable and other receivables not collected within 60 days after year-end.

***1-L Long-term Obligations***

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

***1-M Compensated Absences***

***Vacation*** - The Town’s policy allows certain employees to earn varying amounts of vacation based on the employee’s length of employment. Upon separation from service, employees are paid in full for any accrued leave earned as set forth by personnel policy. The liability for such leave is reported as incurred in the government-wide and financial statements. A liability for those amounts is recorded in the governmental funds only if the liability has matured as a result of employee resignations or retirements.

***Sick Leave*** - Accumulated sick leave lapses when employees leave the employ of the Town and, upon separation from service, no monetary obligation exists.

***1-N Defined Benefit Pension Plan***

GASB Statement No. 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27* and as amended by GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date* and GASB Statement No. 82 *Pension Issues – an amendment of GASB Statement No. 67, No. 68 and No.73* requires participating employers to recognize their proportionate share of collective net pension liability, deferred outflows of resources, deferred

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

inflows of resources, and pension expense, and schedules have been prepared to provide employers with their calculated proportionate share of these amounts. The collective amounts have been allocated based on employer contributions during the respective fiscal years. Contributions from employers are recognized when legally due, based on statutory requirements.

The schedules prepared by New Hampshire Retirement System, and audited by the plan's independent auditors, require management to make a number of estimates and assumptions related to the reported amounts. Due to the inherent nature and uncertainty of these estimates, actual results could differ, and the differences may be material.

***1-O Postemployment Benefits Other Than Pensions***

The Town maintains one separate other postemployment benefit plans (OPEB), as follows:

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

***Single Employer Plan*** – The Town maintains a single employer plan, but has not obtained an actuarial report calculating the other postemployment benefit liability, deferred outflows of resources, and deferred inflows of resources in accordance with Government Accounting Standards Board pronouncement No. 75.

***1-P Net Position/Fund Balances***

***Government-wide Statements*** – Equity is classified as net position and displayed in three components:

**Net investment in capital assets** – Consists of capital assets, net of accumulated depreciation, and reduced by the outstanding balances of any bonds or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. If there are significant unspent related debt proceeds at year-end, the portion of the debt attributable to the unspent proceeds are not included in the calculation of net investment in capital assets.

**Restricted net position** – Results when constraints placed on net position use are either externally imposed by a third party (statutory, bond covenant, or granting agency) or are imposed by law through constitutional provisions or enabling legislation. The Town typically uses restricted assets first, as appropriate opportunities arise, but reserves the right to selectively defer the use until a further project.

**Unrestricted net position** – Consists of net position not meeting the definition of the preceding categories. Unrestricted net position is often subject to constraints imposed by management which can be removed or modified.

***Fund Balance Classifications*** – GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, provides more clearly defined fund balance categories to make sure the nature and extent of the constraints placed on a government's fund balances are more transparent. The following classifications describe the relative strength of the spending constraints:

**Nonspendable** – Amounts that cannot be spent because they are either (a) not in spendable form (such as prepaid items, inventory or tax deeded property subject to resale); or (b) are legally or contractually required to be maintained intact.

**Restricted** – Amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors (such as through a debt covenant), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

**Committed** – Amounts that can be used only for specific purposes pursuant to constraints imposed by formal action of the legislative body (Town Meeting). These amounts cannot be used for any other purpose unless the legislative body removes or changes the specified use by taking the same type of action that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements.

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

**Unassigned** – Amounts that are available for any purpose. Positive amounts are reported only in the general fund.

When multiple net position/fund balance classifications are available for use, it is the government's policy to utilize the most restricted balances first, then the next most restricted balance as needed. When components of unrestricted fund balance are used, committed fund balance is depleted first followed by assigned fund balance. Unassigned fund balance is applied last.

In the general fund, the Town strives to maintain an unassigned fund balance to be used for unanticipated emergencies of approximately 5-10% of the sum of the total operating budget and property tax commitment for the school and county.

***1-Q Use of Estimates***

The financial statements and related disclosures are prepared in conformity with accounting principles generally accepted in the United States. Management is required to make estimates and assumptions that affect the reported amounts of assets, deferred outflows of resources, liabilities, and deferred inflows of resources, the disclosure of contingent assets and liabilities at the date of the financial statements, and revenues and expenses during the period reported. These estimates include assessing the collectability of accounts receivable, and the useful lives of capital assets, among others. Estimates and assumptions are reviewed periodically and the effects of revisions are reflected in the financial statements in the period they are determined to be necessary. Actual results could differ from estimates.

***NOTE 2 – STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY***

***2-A Budgetary Information***

General governmental revenues and expenditures accounted for in budgetary funds are controlled by a formal integrated budgetary accounting system in accordance with various legal requirements which govern the Town's operations. At its annual meeting, the Town adopts a budget for the current year for the general fund. Except as reconciled below, the budget was adopted on a basis consistent with US generally accepted accounting principles.

Management may transfer appropriations between operating categories as deemed necessary, but expenditures may not legally exceed budgeted appropriations in total. All annual appropriations lapse at year-end unless encumbered.

Encumbrance accounting, under which purchase orders, contracts, and continuing appropriations (certain projects and specific items not fully expended at year-end) are recognized, is employed in the governmental funds. Encumbrances are not the equivalent of expenditures, and are therefore, reported as part of the assigned fund balance at year-end, and are carried forward to supplement appropriations of the subsequent year.

State statutes require balanced budgets, but provide for the use of beginning unassigned fund balance to achieve that end. For the fiscal year 2018, none of the beginning general fund unassigned fund balance was applied for this purpose.

***2-B Budgetary Reconciliation to GAAP Basis***

The Town employs certain accounting principles for budgetary reporting purposes that differ from a GAAP basis. The Statement of Revenues, Expenditures, and Changes in Fund Balance - Budgetary Basis presents the actual results to provide a comparison with the budget. The major difference between the budgetary basis and GAAP basis is as follows:

Encumbrances outstanding at year-end do not represent GAAP expenditures or liabilities but represent budgetary accounting controls. Governmental fund budgets are maintained on the modified accrual basis of accounting except that budgetary basis expenditures include purchase orders and commitments (encumbrances) for goods or services not received at year-end. Encumbrances are recorded to reserve a portion of fund balance in the governmental fund types for commitments for which no liability exists.

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

The following reconciles the general fund budgetary basis to the GAAP basis:

Revenues and other financing sources:	
Per Exhibit D (budgetary basis)	\$ 1,861,576
Adjustment:	
Basis difference:	
Inception of capital leases	30,381
GASB Statement No. 54:	
To record miscellaneous income of the blended funds	15
Change in deferred tax revenue relating to 60-day revenue recognition recognized as revenue on the GAAP basis, but not on the budgetary basis	17,918
Change in allowance for uncollectible taxes not recognized on modified accrual basis	10,000
Per Exhibit C-3 (GAAP basis)	<u>\$ 1,919,890</u>
Expenditures and other financing uses:	
Per Exhibit D (budgetary basis)	\$ 1,736,712
Adjustment:	
Basis differences:	
Inception of capital leases	30,381
Encumbrances, beginning	54,099
GASB Statement No. 54:	
To record expenditures of the blended funds during the year	4,132
To eliminate transfers between general and blended expendable trust funds	(10,000)
Per Exhibit C-3 (GAAP basis)	<u>\$ 1,815,324</u>

**2-C Accounting Change/Restatement**

Governmental Accounting Standards Board Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions* (OPEB), was implemented during fiscal year 2018. The revised requirements establish new financial reporting requirements for state and local governments which provide their employees with OPEB benefits, including additional note disclosure and required supplementary information. In addition, GASB Statement No. 75 requires a state or local government employer to use the entry age normal actuarial cost method and requires deferred outflows of resources and deferred inflows of resources which arise from other types of events related to OPEB to be recognized. Beginning net position for governmental activities was restated to retroactively report the change in valuation of the beginning total OPEB liability, deferred inflows and outflows of resources, as follows:

	State
	OPEB
Change in total OPEB liability under current standards, January 1	\$ (31,583)
Initial balance of deferred outflows of resources	2,062
Cumulative restatement related to GASB No. 75 implementation (see Note 18)	<u>\$ (29,521)</u>

**DETAILED NOTES ON ALL FUNDS**

**NOTE 3 – CASH AND CASH EQUIVALENTS**

The Town's deposits are entirely covered by federal depository insurance (FDIC) or by collateral held by the Town's agent in the Town's name. The FDIC currently insures the first \$250,000 of the Town's deposits at each financial institution, per case custodian. Deposit balances over \$250,000 are insured by the collateral. As of year-end, the carrying amount of the Town's deposits was \$1,826,145 and the bank balances totaled \$1,815,034. Petty cash totaled \$650.

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

Cash and cash equivalents reconciliation:

Cash per Statement of Net Position (Exhibit A)	\$ 1,785,443
Cash per Statement of Net Position - Fiduciary Fund (Exhibit E-1)	<u>40,702</u>
Total cash and cash equivalents	<u><u>\$ 1,826,145</u></u>

**Repurchase Agreement** – Included in the Town’s cash equivalents at December 31, 2018, is a short-term investment in a repurchase agreement issued by a local banking institution. Under this agreement, the Town will be repaid principal plus interest on a specified date which is subsequent to year-end. The agreement is guaranteed/collateralized with securities held by the banking institution which equal the amount of the agreement. To the extent that the banking institution may default on its commitment to this obligation, the Town is at risk of economic loss. Management considers this exposure to be minimal. At December 31, 2018, the Town held an investment in the following repurchase agreements:

Amount	Interest Rate %	Maturity Date	Collateral Pledged	
			Underlying Securities	Market Value
\$ 16,186	5.00%	2/1/35	FGLM	\$ 179,570
\$ 284,733	3.00%	11/1/26	FGLM	\$ 284,733
\$ 835,993	3.50%	7/1/37	FHLMC	\$ 869,454

**Custodial Credit Risk** – The Town’s repurchase agreements are all with banking institutions; therefore, are subject to custodial credit risk. The custodial credit risk is the risk that in the event of bank failure, the Town’s deposits may not be recovered.

**Interest Rate Risk** – The term repurchase agreements are also subject to interest rate risk. Interest rate risk is the risk that changes in interest rates will adversely affect the value of the Town’s investments.

**NOTE 4 – RESTRICTED ASSETS**

Cash and cash equivalents are classified as restricted for the following purposes:

Cash and cash equivalents:	
General fund:	
Capital reserve funds	<u><u>\$ 165,401</u></u>

**NOTE 5 – INVESTMENTS**

Note 1-E describes statutory requirements covering the investment of the Town funds. The Town holds investments that are measured at fair value on a recurring basis. Because investing is not a core part of the Town’s mission, the Town determines that the disclosures related to these investments only need to be disaggregated by major type. The Town categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The Town has the following recurring fair value measurements and maturities as of December 31, 2018:

Investments type:	Valuation Measurement	
	Method	Fair Value
Domestic equity mutual funds	Level 1	\$ 32,061
International equity mutual funds	Level 1	95,883
Closed end equity mutual funds	Level 1	505,178
Taxable fixed income funds	Level 1	530,801
New Hampshire Public Deposit Investment Pool	Level 2	35,665
Total fair value		<u><u>\$ 1,199,588</u></u>

**Interest Rate Risk** – This is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment the greater the sensitivity of its fair value to changes in market interest rates. The Town does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

**Custodial Credit Risk** – This is the risk that in the event of the failure of the counterparty (e.g. broker/dealer) to honor a transaction, the Town will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Town does not have custodial credit risk policies for investments.

Investment reconciliation:

Investments per Statement of Net Position (Exhibit A)	\$ 602,994
Investments per Statement of Net Position - Fiduciary Funds (Exhibit E-1)	596,594
Total investments	<u>\$ 1,199,588</u>

**NOTE 6 – TAXES RECEIVABLE**

Taxes receivable represent the amount of current and prior year taxes which have not been collected as of December 31, 2018. The amount has been reduced by an allowance for an estimated uncollectible amount of \$40,000. Taxes receivable by year are as follows:

	As reported on:	
	<u>Exhibit A</u>	<u>Exhibit C-1</u>
Property:		
Levy of 2018	\$ 248,852	\$ 248,852
Unredeemed (under tax lien):		
Levy of 2017	84,608	84,608
Levy of 2016	41,875	41,875
Levies of 2015 and prior	6,222	6,222
Land use change	150	150
Less: allowance for estimated uncollectible taxes	(40,000) *	-
Net taxes receivable	<u>\$ 341,707</u>	<u>\$ 381,707</u>

\*The allowance for uncollectible property taxes is not recognized under the modified accrual basis of accounting (Exhibit C-1 and C-3) due to the 60-day rule as explained in Note 1-B. However, the allowance is recognized under the full accrual basis of accounting (Exhibits A and B).

**NOTE 7 – OTHER RECEIVABLES**

Receivables at December 31, 2018, consisted of accounts (billings for police details, reimbursements, and other user charges). Receivables are recorded on the Town's financial statements to the extent that the amounts are determined to be material and substantiated not only by supporting documentation, but also by a reasonable, systematic method of determining their existence, completeness, valuation, and collectability.

**NOTE 8 – CAPITAL ASSETS**

Capital asset activity for the year ended December 31, 2018 is as follows:

	<u>Balance, beginning</u>	<u>Additions</u>	<u>Balance, ending</u>
At cost:			
Not being depreciated:			
Land	\$ 130,725	\$ -	\$ 130,725
Being depreciated:			
Land improvements	14,000	-	14,000
Buildings and building improvements	1,634,713	-	1,634,713
Machinery, equipment, and vehicles	1,954,516	45,581	2,000,097
Infrastructure	2,891,651	-	2,891,651
Total capital assets being depreciated	<u>6,494,880</u>	<u>45,581</u>	<u>6,540,461</u>
Total all capital assets	<u>6,625,605</u>	<u>45,581</u>	<u>6,671,186</u>

*(Continued)*

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

Capital assets continued:

	Balance, beginning	Additions	Balance, ending
Less accumulated depreciation:			
Land improvements	(8,559)	(950)	(9,509)
Buildings and building improvements	(395,994)	(26,544)	(422,538)
Machinery, equipment, and vehicles	(849,248)	(128,666)	(977,914)
Infrastructure	(905,225)	(92,847)	(998,072)
Total accumulated depreciation	(2,159,026)	(249,007)	(2,408,033)
Net book value, capital assets being depreciated	4,335,854	(203,426)	4,132,428
Net book value, all governmental activities capital assets	\$ 4,466,579	\$ (203,426)	\$ 4,263,153

Depreciation expense was charged to functions of the Town based on their usage of the related assets. The amounts allocated to each function are as follows:

General government	\$ 18,185
Public safety	26,380
Highways and streets	202,378
Sanitation	2,064
Total depreciation expense	\$ 249,007

**NOTE 9 – INTERFUND BALANCES AND TRANSFERS**

**Interfund Balances** - The composition of interfund balances as of December 31, 2018 is as follows:

Receivable Fund	Payable Fund	Amount
General	Permanent	\$ 4,938
General	Nonmajor	191
Nonmajor	General	95
		\$ 5,224

The outstanding balances among funds result mainly from the time lag between the dates that (1) interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made.

**Interfund Transfers** - The composition of interfund transfers for the year ended December 31, 2018 is as follows:

	Transfers In:
	General
	Fund
Transfers out:	
Permanent fund	\$ 4,938

During the year, transfers are used to (1) move revenues from the fund with collection authority to the fund responsible for expenditure and (2) move general fund resources to provide an annual subsidy.

**NOTE 10 – INTERGOVERNMENTAL PAYABLES**

Amounts due to other governments of \$1,351,439 at December 31, 2018 consist of the balance of the 2018-2019 assessment due to Newfound Area School District for \$1,345,181; \$6,238 due to the NH Retirement System; \$16 due to the State of NH for unemployment compensation; and \$4 due to Grafton County.

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

**NOTE 11 – DEFERRED OUTFLOWS/INFLOWS OF RESOURCES**

Deferred outflows of resources of at December 31, 2018 consist of amounts related to pensions totaling \$86,165 and amounts related to OPEB totaling \$5,693. For further discussion on these amounts, see Note 14 and 15 respectively.

Deferred inflows of resources are as follows:

	Government- wide	General Fund
Deferred property taxes not collected within 60 days of fiscal year-end	\$ -	\$ 84,002
Property taxes collected in advance	5,056	5,056
Amounts related to pension	52,525	-
Amounts related to OPEB	147	-
Total deferred inflows of resources	<u>\$ 57,728</u>	<u>\$ 89,058</u>

**NOTE 12 – CAPITAL LEASE OBLIGATIONS**

The Town has entered into certain capital lease agreements under which the related equipment will become the property of the Town when all the terms of the lease agreements are met.

	Standard Interest Rate	Present Value of Remaining Payments as of December 31, 2018
Capital lease obligations:		
Freightliner truck	3.33%	\$ 104,400
Office server	7.61%	3,672
Backhoe loader	3.10%	74,146
Highway truck	4.75%	45,120
Self contained breathing apparatus	3.19%	53,503
Ford police cruiser	6.75%	19,586
Total capital lease obligations		<u>\$ 300,427</u>

Leased equipment under capital leases, included in capital assets, is as follows:

	Governmental Activities
Equipment:	
Freightliner truck	\$ 180,000
Office server	10,691
Backhoe loader	135,500
Highway truck	67,802
Self contained breathing apparatus	107,058
Ford police cruiser	30,381
Total equipment	<u>531,432</u>
Less: accumulated depreciation	213,198
Total capital lease equipment	<u>\$ 318,234</u>

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

The annual requirements to amortize the capital leases payable as of December 31, 2018, including interest payments, are as follows:

December 31,	Activities
2019	\$ 102,874
2020	100,558
2021	60,952
2022	60,952
Total requirements	325,336
Less: interest	24,909
Present value of remaining payments	<u>\$ 300,427</u>

Amortization of lease equipment under capital assets is included with depreciation expense.

**NOTE 13 – LONG-TERM LIABILITIES**

Changes in the Town’s long-term liabilities consisted of the following for the year ended December 31, 2018:

	Balance January 1, 2018 (as restated)	Additions	Reductions	Balance December 31, 2018	Due Within One Year
General obligation bond payable	\$ 125,000	\$ -	\$ (25,000)	\$ 100,000	\$ 25,000
Capital leases	369,905	30,381	(99,859)	300,427	91,751
Compensated absences	13,382	5,493	-	18,875	-
Net pension liability	576,611	-	(37,886)	538,725	-
Net other postemployment benefits	31,583	14,778	-	46,361	-
Total long-term liabilities	<u>\$ 1,116,481</u>	<u>\$ 50,652</u>	<u>\$ (162,745)</u>	<u>\$ 1,004,388</u>	<u>\$ 116,751</u>

The long-term bond is comprised of the following:

	Original Amount	Issue Date	Maturity Date	Interest Rate %	Outstanding at December 31, 2018	Current Portion
General obligation bond payable: Town Shed	\$ 500,000	2002	2022	3.0-5.0	<u>\$ 100,000</u>	<u>\$ 25,000</u>

The annual requirements to amortize the general obligation bond outstanding as of December 31, 2018, including interest payments, are as follows:

Fiscal Year Ending December 31,	Principal	Interest	Total
2019	\$ 25,000	\$ 5,000	\$ 30,000
2020	25,000	3,750	28,750
2021	25,000	2,500	27,500
2022	25,000	1,250	26,250
Totals	<u>\$ 100,000</u>	<u>\$ 12,500</u>	<u>\$ 112,500</u>

All debt is general obligation debt of the Town, which is backed by its full faith and credit, and will be repaid from general governmental revenues.

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

**NOTE 14 – DEFINED BENEFIT PENSION PLAN**

**Plan Description** – The New Hampshire Retirement System (NHRS or the System) is a public employee retirement system that administers one cost-sharing multiple-employer defined benefit pension plan (Pension Plan), a component unit of the State of New Hampshire, as defined in Governmental Accounting Standards Board (GASB) Statement No. 67, *Financial Reporting for Pension Plans* – an amendment of GASB Statement No. 25. The Pension Plan was established in 1967 by RSA 100-A:2 and is qualified as a tax-exempt organization under Sections 401(a) and 501(a) of the Internal Revenue Code. The Pension Plan is a contributory, defined benefit plan providing service, disability, death and vested retirement benefits to members and their beneficiaries. Substantially all full-time state employees, public school teachers and administrators, permanent firefighters and permanent police officers with in the State are eligible and required to participate in the Pension Plan. The System issues a publicly available financial report that may be obtained by writing the New Hampshire Retirement System, 54 Regional Drive, Concord, NH 03301.

**Benefits Provided** – The Pension Plan is divided into two membership groups. State and local employees and teachers belong to Group I. Police and firefighters belong to Group II. All assets are held in a single trust and available to pay retirement benefits to all members.

Group I members at age 60 or 65 (for members who commence service after July 1, 2011) qualify for a normal service retirement allowance based on years of creditable service and average final salary for the highest of either three or five years, depending on when their service commenced. The yearly pension amount is 1/60 or 1.667% of average final compensation (AFC) multiplied by years of creditable service. At age 65, the yearly pension amount is recalculated at 1/66 or 1.515% of AFC multiplied by years of creditable service.

Group II members who are age 60, or members who are at least age 45 with at least 20 years of creditable service, can receive a retirement allowance at a rate of 2.5% of AFC for each year of creditable service, not to exceed 40 years. Members commencing service on or after July 1, 2011 or members who have nonvested status as of January 1, 2012 can receive a retirement allowance at age 52.5 with 25 years of service or age 60. The benefit shall be equal to 2% of AFC times creditable service up to 42.5 years. However, a member who commenced service on or after July 1, 2011 shall not receive a retirement allowance until attaining the age of 52.5, but may receive a reduced allowance after age 50 if the member has at least 25 years of creditable service where the allowance shall be reduced, for each month by which the member attains 52.5 years of age by ¼ of 1% or age 60.

Members of both groups may qualify for vested deferred allowances, disability allowances and death benefit allowances, subject to meeting various eligibility requirements. Benefits are based on AFC or earnable compensation and/or service.

**Contributions** - The System is financed by contributions from both the employees and the Town. Member contribution rates are established and may be amended by the State legislature while employer contribution rates are set by the System trustees based on an actuarial valuation. All employees are required to contribute 7% of earnable compensation. For fiscal year 2018, the Town contributed 25.33% for police, 27.79% for fire and 11.08% for other employees. The contribution requirement for the fiscal year 2018 was \$48,051, which was paid in full.

**Pension Liabilities, Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions** – At December 31, 2018 the Town reported a liability of \$538,725 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2018, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating towns and school districts, actuarially determined. At June 30, 2018, the Town's proportion was 0.01118801% which was a decrease of 0.00053651% from its proportion measured as of June 30, 2017.

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

For the year ended December 31, 2018, the Town recognized pension expense of \$50,534. At December 31, 2018 the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Changes in proportion	\$ 23,185	\$ 35,696
Changes in assumptions	37,282	-
Net difference between projected and actual investment earnings on pension plan investments	-	12,467
Differences between expected and actual experience	4,300	4,362
Contributions subsequent to the measurement date	21,398	-
Total	\$ 86,165	\$ 52,525

The \$21,398 reported as deferred outflows of resources related to pensions results from the Town contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2019. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Fiscal Year Ending December 31,	
2019	\$ 17,918
2020	16,581
2021	(16,277)
2022	(5,980)
Thereafter	-
Totals	\$ 12,242

**Actuarial Assumptions** – The collective total pension liability was determined by a roll forward of the actuarial valuation as of June 30, 2017, using the following actuarial assumptions which, accordingly apply to 2018 measurements:

Inflation:	2.5%	
Salary increases:	5.6% average, including inflation	
Wage inflation	3.25%	
Investment rate of return:	7.25% net of pension plan investment expense, including inflation	

Mortality rates were based on the RP-2014 employee generational mortality tables for males and females, adjusted for mortality improvements using Scale MP-2015, based on last experience study.

The actuarial assumptions used in the June 30, 2018 valuation were based on the results of the most recent actuarial experience study, which was for the period July 1, 2010 – June 30, 2015.

**Long-term Rates of Return** – The long-term expected rate of return on pension plan investment was selected from a best estimate range determined using the building block approach. Under this method, an expected future real return range is calculated separately for each asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rate of return net of investment expenses by the target asset allocation percentage and by adding expected inflation.

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

Following is a table presenting target allocations and long-term rates of return for 2018:

Asset Class	Target Allocation	Weighted average long-term expected real rate of return <u>2018</u>
Large Cap Equities	22.50%	4.25%
Small/Mid Cap Equities	7.50%	4.50%
Total domestic equity	<u>30.00%</u>	
Int'l Equities (unhedged)	13.00%	4.50%
Emerging Int'l Equities	7.00%	6.00%
Total international equity	<u>20.00%</u>	
Core Bonds	4.50%	0.50%
Short Duration	2.50%	(0.25%)
Global Multi-Sector Fixed Income	11.00%	1.80%
Absolute Return Fixed Income	7.00%	1.14%
Total fixed income	<u>25.00%</u>	
Private equity	5.00%	6.25%
Private debt	5.00%	4.25%
Opportunistic	5.00%	2.15%
Total alternative investments	<u>15.00%</u>	
Real estate	10.00%	3.25%
Total	<u>100.00%</u>	

**Discount Rate** – The discount rate used to measure the collective total pension liability was 7.25%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. For purposes of the projection, member contributions and employer service cost contributions are projected based on the expected payroll of current members only. Employer contributions are determined based on the Pension Plan’s actuarial funding policy as required by RSA 100-A:16. Based on those assumptions, the Pension Plan’s fiduciary net position was projected to be available to make all projected future benefit payments to current plan members. Therefore, the long-term expected rate of return on Pension Plan investment was applied to all periods of projected benefit payments to determine the collective total pension liability.

**Sensitivity of the Town’s Proportionate Share of the Net Pension Liability to Changes in the Discount Rate** – The following table presents the Town’s proportionate share of the net pension liability calculated using the discount rate of 7.25% as well as what the Town’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower (6.25%) or 1-percentage point higher (8.25%) than the current rate:

Actuarial Valuation Date	1% Decrease 6.25%	Current Single Rate Assumption 7.25%	1% Increase 8.25%
June 30, 2018	\$ 716,778	\$ 538,725	\$ 389,511

**Pension Plan Fiduciary Net Position** – Detailed information about the pension plan’s fiduciary net position is available in the separately issued New Hampshire Retirement System Cost-Sharing Multiple Employer Defined Benefit Pension Plan financial report.

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

**NOTE 15 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS**

**15-A New Hampshire Retirement System (NHRS)**

**Plan Description** – The New Hampshire Retirement System (NHRS or the System) administers a cost-sharing multiple-employer other postemployment benefit plan medical subsidy healthcare plan (OPEB Plan). For additional system information, please refer to the 2018 Comprehensive Annual Financial Report, which can be found on the system’s website at [www.nhrs.org](http://www.nhrs.org).

**Benefits Provide** - Benefit amounts and eligibility requirements for the OPEB Plan are set by state law (RSA 100-A:52, RSA 100-A:52-a and RSA 100-A:52-b), and members are designated in statute by type. The four membership types are Group II, Police Officers and Firefighters; Group I, Teachers; Group I, Political Subdivision Employees; and Group I, State Employees. The OPEB Plan provides a medical insurance subsidy to qualified retired members. The medical insurance subsidy is a payment made by NHRS to the former employer or its insurance administrator toward the cost of health insurance for a qualified retiree, his/her qualified spouse, and his/her certified dependent children with a disability who are living in the household and being cared for by the retiree. If the health insurance premium amount is less than the medical subsidy amount, then only the health insurance premium amount will be paid. If the health insurance premium amount exceeds the medical subsidy amount, then the retiree or other qualified person is responsible for paying any portion that the employer does not pay.

Group I benefits are based on creditable service, age and retirement date. Group II benefits are based on hire date, age and creditable service. The OPEB plan is closed to new entrants.

Maximum medical subsidy rates paid during fiscal year 2018 were as follows:

For qualified retirees not eligible for Medicare, the amounts were \$375.56 for a single-person plan and \$751.12 for a two-person plan.

For those qualified retirees eligible for Medicare, the amounts were \$236.84 for a single-person plan and \$473.68 for a two-person plan.

**Contributions** – The OPEB Plan is funded by allocating to the 401(h) subtrust the lesser of: 25% of all employer contributions made in accordance with RSA 100-A:16 or the percentage of employer contributions determined by the actuary to be the minimum rate necessary to maintain the benefits provided under RSA 100-A:53-b, RSA 100-A:53-c, and RSA 100-A:53-d. For fiscal year 2018, the minimum rates determined by the actuary to maintain benefits were the lesser of the two options and were used to determine the employer contributions due to the 401(h) subtrust. The State Legislature has the authority to establish, amend and discontinue the contribution requirements of the OPEB Plan. Administrative costs are allocated to the OPEB Plan based on fund balances. For fiscal year 2018, the Town contributed 4.10% for police and fire, and 0.30% for other employees. The contribution requirement for the fiscal year 2018 was \$4,466, which was paid in full.

**OPEB Liabilities, OPEB Expense, Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB** – At December 31, 2018, the Town reported a liability of \$46,361 for its proportionate share of the net OPEB liability. The net OPEB liability was measured as of June 30, 2018, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of that date. The Town’s proportion of the net OPEB liability was based on a projection of the Town’s long-term share of contributions to the OPEB plan relative to the projected contributions of all participating towns and school districts, actuarially determined. At June 30, 2018, the Town’s proportion was 0.01012593% which was an increase of 0.00321857% from its proportion measured as of June 30, 2017.

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

For the year ended December 31, 2018, the Town recognized OPEB expense of \$15,615. At December 31, 2018, the Town reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Changes in proportion	\$ 3,132	\$ -
Net difference between projected and actual investment earnings on OPEB plan investments	-	147
Differences between expected and actual experience	272	-
Contributions subsequent to the measurement date	2,289	-
Total	\$ 5,693	\$ 147

The \$2,289 reported as deferred outflows of resources related to OPEB results from the Town contributions subsequent to the measurement date will be recognized as a reduction of the net OPEB liability in the year ended December 31, 2019. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Fiscal Year Ending December 31,	
2019	\$ 3,358
2020	(46)
2021	(46)
2022	(9)
Thereafter	-
Totals	\$ 3,257

**Actuarial Assumptions** – The total OPEB liability in this report is based on an actuarial valuation performed as of June 30, 2018 and a measurement date of June 30, 2017. The total OPEB liability was determined using the following actuarial assumptions applied to all periods included in the measurement, unless otherwise specified:

- Price inflation: 2.5 % per year
- Wage inflation: 3.25 % per year
- Salary increases: 5.6 % average, including inflation
- Investment rate of return: 7.25 % net of OPEB plan investment expense, including inflation
- Health care trend rate: Not applicable, given that the benefits are fixed stipends

Mortality rates were based on the RP-2014 healthy annuitant and employee generational mortality tables for males and females with credibility adjustments, adjusted for fully generational mortality improvements using Scale MP-2015, based on last experience study.

The actuarial assumptions used in the June 30, 2017 valuation were based on the results of the most recent actuarial experience study, which was for the period July 1, 2010 – June 30, 2015.

**Long-term Rates of Return** – The long-term expected rate of return on OPEB plan investment was selected from a best estimate range determined using the building block approach. Under this method, an expected future real return range is calculated separately for each asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rate of return net of investment expenses by the target asset allocation percentage and by adding expected inflation.

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

Following is a table presenting target allocations and long-term rates of return for 2018:

Asset Class	Target Allocation	Weighted average long-term expected real rate of return 2018
Large Cap Equities	22.50%	4.25%
Small/Mid Cap Equities	7.50%	4.50%
Total domestic equity	30.00%	
Int'l Equities (unhedged)	13.00%	4.50%
Emerging Int'l Equities	7.00%	6.00%
Total international equity	20.00%	
Core Bonds	4.50%	0.50%
Short Duration	2.50%	(0.25%)
Global Multi-Sector Fixed Income	11.00%	1.80%
Absolute Return Fixed Income	7.00%	1.14%
Total fixed income	25.00%	
Private equity	5.00%	6.25%
Private debt	5.00%	4.25%
Opportunistic	5.00%	2.15%
Total alternative investments	15.00%	
Real estate	10.00%	3.25%
Total	100.00%	

**Discount Rate** – The discount rate used to measure the total OPEB liability as of June 30, 2018 was 7.25%. The projection of cash flows used to determine the discount rate assumed that employer contributions will be made under the current statute RSA 100-A:16 and that plan member contributions will be made under RSA 100-A:16. Based on those assumptions, the OPEB Plan’s fiduciary net position was projected to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on OPEB Plan investments was applied to all periods of projected benefit payments to determine the collective total OPEB liability.

**Sensitivity of the Town’s Proportionate Share of the OPEB Liability to Changes in the Discount Rate** – The following table presents the Town’s proportionate share of the OPEB liability calculated using the discount rate of 7.25% as well as what the Town’s proportionate share of the OPEB liability would be if it were calculated using a discount rate that is 1-percentage point lower (6.25%) or 1-percentage point higher (8.25%) than the current rate:

Actuarial Valuation Date	1% Decrease 6.25%	Current Single Rate Assumption 7.25%	1% Increase 8.25%
June 30, 2018	\$ 48,253	\$ 46,361	\$ 41,062

**Sensitivity of the Town’s Proportionate Share of the OPEB Liability to Changes in the Healthcare Cost Trend Assumption** – GASB No. 75 requires the sensitivity of the OPEB liability to the healthcare cost trend assumption. Since the medical subsidy benefits are fixed stipends, there is no sensitivity to changes in the healthcare cost trend assumption.

**OPEB Plan Fiduciary Net Position** – Detailed information about the OPEB plan’s fiduciary net position is available in the separately issued New Hampshire Retirement System Cost-Sharing Multiple Employer Defined Benefit OPEB Plan financial report.

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

**15-B Town of Alexandria Retiree Health Benefit Program**

The Town provides postemployment benefit options for health care to eligible retirees, terminated employees, and their dependents in accordance with the provisions of various employment contracts. The benefit levels, employee contributions, and employer contributions are governed by the Town's contractual agreements. Expenses for the cost of providing health insurance for currently enrolled retirees are recognized in the general fund of the funds financial statements as payments are made.

The Governmental Accounting Standards Board (GASB) issued Statement No. 75, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions* in 2015. GASB Statement No. 75 requires state and local government employers to recognize the net OPEB liability and the OPEB expense on their financial statements, along with the related deferred outflows and inflows of resources. The Town has not fully implemented GASB Statement No. 75 at December 31, 2018 for the Town's single employer plan, or contracted with an actuarial firm to assist in evaluating the impact of this new standard on the Town. The amounts that should be recorded as the net OPEB liability and the OPEB expense for the Town's single employer plan is unknown.

**NOTE 16 – GOVERNMENTAL ACTIVITIES NET POSITION**

Governmental activities net position reported on the Statement of Net Position at December 31, 2018 include the following:

	Governmental Activities
Net investment in capital assets:	
Net book value, all governmental activities capital assets	\$ 4,263,153
Less:	
General obligation bond payable	(100,000)
Capital leases payable	(300,427)
Total net investment in capital assets	3,862,726
Restricted net position:	
Perpetual care - nonexpendable	547,289
Perpetual care - expendable	49,175
Total restricted net position	596,464
Unrestricted	204,640
Total net position	\$ 4,663,830

**NOTE 17 – GOVERNMENTAL FUND BALANCES**

Governmental fund balances reported on the fund financial statements at December 31, 2018 include the following:

	General Fund	Permanent Fund	Nonmajor Funds	Total Governmental Funds
<b>Nonspendable:</b>				
Tax deeded property	\$ 40,116	\$ -	\$ -	\$ 40,116
Permanent fund - principal balance	-	547,289	-	547,289
Total nonspendable fund balance	40,116	547,289	-	587,405
<b>Restricted:</b>				
Permanent - income balance	-	49,175	-	49,175

*(Continued)*

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

Governmental fund balances continued:

	General Fund	Permanent Fund	Nonmajor Funds	Total Governmental Funds
<b>Committed:</b>				
Expendable trust	165,401	-	-	165,401
Conservation commission	-	-	19,938	19,938
Police detail	-	-	1,722	1,722
Transfer station	-	-	27,824	27,824
Total committed fund balance	<u>165,401</u>	<u>-</u>	<u>49,484</u>	<u>214,885</u>
<b>Unassigned</b>	<u>481,721</u>	<u>-</u>	<u>-</u>	<u>481,721</u>
Total governmental fund balances	<u>\$ 687,238</u>	<u>\$ 596,464</u>	<u>\$ 49,484</u>	<u>\$ 1,333,186</u>

**NOTE 18 – PRIOR PERIOD ADJUSTMENT**

Net position at January 1, 2018 was restated to give retroactive effect to the following prior period adjustment:

	Government-wide Statements
To restate for the cumulative changes related to implementation of GASB No. 75, see Note 2-C	\$ (29,521)
Net position, as previously reported	4,770,139
Net position, as restated	<u>\$ 4,740,618</u>

**NOTE 19 – RISK MANAGEMENT**

The Town is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors or omissions; injuries to employees; or natural disasters. During fiscal year 2018, the Town was a member of the New Hampshire Public Risk Management Exchange (Primex<sup>3</sup>) Workers' Compensation and Property/Liability Programs.

The New Hampshire Public Risk Management Exchange (Primex<sup>3</sup>) Workers' Compensation and Property/Liability Programs are pooled risk management programs under RSAs 5-B and 281-A. Coverage was provided from July 1, 2018 to July 1, 2019 by Primex<sup>3</sup>, which retained \$1,000,000 of each workers' compensation loss, \$500,000 of each liability loss, and \$200,000 of each property loss. The Board has decided to self-insure the aggregate exposure and has allocated funds based on actuarial analysis for that purpose. The workers' compensation section of the self-insurance membership agreement permits Primex<sup>3</sup> to make additional assessments to members should there be a deficiency in contributions for any member year, not to exceed the member's annual contribution. GASB Statement No. 10 requires members of a pool with a sharing risk to disclose if such an assessment is probable, and a reasonable estimate of the amount, if any. At this time, Primex<sup>3</sup> foresees no likelihood of any additional assessment for this or any prior year.

The Town continues to carry commercial insurance for all other risks of loss. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

**NOTE 20 – CONTINGENT LIABILITIES**

The Town participates in various federal grant programs, the principal of which are subject to program compliance audits pursuant to the Single Audit Act as amended. Accordingly, the government's compliance with applicable grant requirements will be established at a future date. The amount of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the government anticipates such amounts, if any, will be immaterial.

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

***NOTE 21 – TAX ABATEMENTS***

Governmental Accounting Standards Board Statement No. 77 defines tax abatements as a reduction in tax revenues that results from an agreement between one or more governments and an individual or entity in which (a) one or more governments promise to forgo tax revenues to which they are otherwise entitled and (b) the individual or entity promises to take a specific action after the agreement has been entered into that contributes to economic development or otherwise benefits the governments or the citizens of those governments.

The Town had no such agreements in place for the year ended December 31, 2018.

***NOTE 22 – SUBSEQUENT EVENTS***

Subsequent events are events or transactions that occur after the balance sheet date, but before the financial statements are issued. Recognized subsequent events are events or transactions that provided additional evidence about conditions that existed at the balance sheet date, including the estimates inherent in the process of preparing the financial statements. Nonrecognized subsequent events are events that provide evidence about conditions that did not exist at the balance sheet date, but arose after the date. Management has evaluated subsequent events through July 26, 2019, the date the December 31, 2018 financial statements were available to be issued, and no events occurred that require recognition or disclosure.

***REQUIRED SUPPLEMENTARY INFORMATION***

**EXHIBIT F**  
**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
*Schedule of the Town's Proportionate Share of Net Pension Liability*  
*New Hampshire Retirement System Cost Sharing Multiple Employer Defined Benefit Plan*  
*For the Fiscal Year Ended December 31, 2018*

	December 31,					
	2013	2014	2015	2016	2017	2018
Town's proportion of the net pension liability	0.01%	0.01%	0.01%	0.01%	0.01%	0.01%
Town's proportionate share of the net pension liability	\$ 494,440	\$ 441,376	\$ 418,383	\$ 630,248	\$ 576,611	\$ 538,725
Town's covered payroll	\$ 421,950	\$ 354,051	\$ 282,069	\$ 292,288	\$ 301,651	\$ 312,581
Town's proportionate share of the net pension liability as a percentage of its covered payroll	117.18%	124.66%	148.33%	215.63%	191.15%	172.35%
Plan fiduciary net position as a percentage of the total pension liability	59.81%	66.32%	65.47%	58.30%	62.66%	64.73%

The Note to the Required Supplementary Information – Pension Liability is an integral part of this schedule.

**EXHIBIT G**  
**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
*Schedule of Town Contributions - Pensions*  
*New Hampshire Retirement System Cost Sharing Multiple Employer Defined Benefit Plan*  
*For the Fiscal Year Ended December 31, 2018*

	December 31,					
	2013	2014	2015	2016	2017	2018
Contractually required contribution	\$ 28,567	\$ 38,148	\$ 35,431	\$ 42,440	\$ 42,952	\$ 47,287
Contributions in relation to the contractually required contributions	<u>28,567</u>	<u>38,148</u>	<u>35,431</u>	<u>42,440</u>	<u>42,952</u>	<u>47,287</u>
Contribution deficiency	<u>\$ -</u>					
Town's covered payroll	<u>\$ 421,950</u>	<u>\$ 354,051</u>	<u>\$ 282,069</u>	<u>\$ 292,288</u>	<u>\$ 301,651</u>	<u>\$ 312,581</u>
Contributions as a percentage of covered payroll	6.77%	10.77%	12.56%	14.52%	14.24%	15.13%

The Note to the Required Supplementary Information – Pension Liability is an integral part of this schedule.

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**

**NOTE TO THE REQUIRED SUPPLEMENTARY INFORMATION –  
PENSION LIABILITY**

**FOR THE FISCAL YEAR ENDED  
DECEMBER 31, 2018**

***Schedule of the Town's Proportionate Share of Net Pension Liability and  
Schedule of Town Contributions - Pensions***

As required by GASB Statement No. 68, and as amended by GASB Statement No. 71, Exhibits F and G represent the actuarial determined costs associated with the Town's pension plan at December 31, 2018. These schedules are presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, information is presented for those years for which information is available.

**Methods and Assumptions Used to Determine Contribution Rates for Fiscal Year 2018:**

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level Percentage-of-Payroll, Closed
Remaining Amortization Period	21 years beginning July 1, 2018 (30 years beginning July 1, 2009)
Asset Valuation Method	5-year smooth market for funding purposes
Price Inflation	2.5% per year
Wage Inflation	3.25% per year
Salary Increases	5.6% Average, including inflation
Municipal Bond Rate	3.62% per year
Investment Rate of Return	7.25% per year, net of investment expenses, including inflation
Retirement Age	Experience-based table of rates that are specific to the type of eligibility condition. Last updated for the 2015 valuation pursuant to an experience study of the period 2010-2015.
Mortality	RP-2014 Employee generational mortality table for males and females, adjusted for mortality improvements using Scale MP -2015, based in the last experience study.

**Other Information:**

Notes	Contribution rates for fiscal year 2018 were determined based on the benefit changes adopted under House Bill No. 2 as amended by 011-2513-CofC.
-------	--

**EXHIBIT H**  
**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
*Schedule of the Town's Proportionate Share of the Net Other Postemployment Benefits Liability*  
*New Hampshire Retirement System Cost Sharing Multiple Employer Defined Benefit Plan*  
*For the Fiscal Year Ended December 31, 2018*

	December 31,	
	2017	2018
Town's proportion of the net OPEB liability	0.01%	0.01%
Town's proportionate share of the net OPEB liability	\$ 31,583	\$ 46,361
Town's covered payroll	\$ 301,651	\$ 312,581
Town's proportionate share of the net OPEB liability as a percentage of its covered payroll	10.47%	14.83%
Plan fiduciary net position as a percentage of the total OPEB liability	7.91%	7.53%

The Note to the Required Supplementary Information – Other Postemployment Benefit Liability is an integral part of this schedule.

**EXHIBIT I**  
**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
*Schedule of Town Contributions - Other Postemployment Benefits*  
*New Hampshire Retirement System Cost Sharing Multiple Employer Defined Benefit Plan*  
*For the Fiscal Year Ended December 31, 2018*

---

	December 31,	
	2017	2018
Contractually required contribution	\$ 4,094	\$ 4,479
Contributions in relation to the contractually required contribution	4,094	4,479
Contribution deficiency	\$ -	\$ -
Town's covered payroll	\$ 301,651	\$ 312,581
Contributions as a percentage of covered payroll	1.36%	1.43%

The Note to the Required Supplementary Information – Other Postemployment Benefit Liability is an integral part of this schedule.

**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**NOTE TO THE REQUIRED SUPPLEMENTARY INFORMATION –**  
**OTHER POSTEMPLOYMENT BENEFIT LIABILITY**  
**FOR THE FISCAL YEAR ENDED**  
**DECEMBER 31, 2018**

***Schedule of the Town’s Proportionate Share of Net Other Postemployment Benefits Liability and  
Schedule of Town Contributions – Other Postemployment Benefits***

As required by GASB Statement No. 75, Exhibits H and I represent the actuarial determined costs associated with the Town’s other postemployment benefits at December 31, 2018. These schedules are presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, information is presented for those years for which information is available.

There were no changes to benefit terms or assumptions in the current actuarial valuation report.

**Methods and Assumptions:**

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level Percentage-of-Payroll, Closed
Remaining Amortization Period	Not applicable under statutory funding
Asset Valuation Method	5-year smooth market: 20% corridor
Price Inflation	2.5% per year
Wage Inflation	3.25% per year
Salary Increases	5.6% Average, including inflation
Municipal Bond Rate	3.62% per year
Investment Rate of Return	7.25% per year, net of OPEB plan investment expense, including inflation for determining solvency contributions
Retirement Age	Experience-based table of rates that are specific to the type of eligibility condition. Last updated for the 2015 valuation pursuant to an experience study of the period 2010-2015.
Mortality	RP-2014 Healthy Annuitant and Employee generational mortality tables for males and females with credibility adjustments, adjusted for fully generational mortality improvements using Scale MP-2015, based on the last experience study.

***COMBINING AND INDIVIDUAL FUND SCHEDULES***

**SCHEDULE 1**  
**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**Major General Fund**  
*Schedule of Estimated and Actual Revenues (Non-GAAP Budgetary Basis)*  
**For the Fiscal Year Ended December 31, 2018**

	Estimated	Actual	Variance Positive (Negative)
<b>Taxes:</b>			
Property	\$ 1,153,110	\$ 1,161,310	\$ 8,200
Land use change	-	75	75
Yield	21,500	21,338	(162)
Excavation	100	-	(100)
Payment in lieu of taxes	4,000	3,720	(280)
Interest and penalties on taxes	42,600	44,452	1,852
Total from taxes	<u>1,221,310</u>	<u>1,230,895</u>	<u>9,585</u>
<b>Licenses, permits, and fees:</b>			
Motor vehicle permit fees	325,000	344,755	19,755
Other	14,250	11,153	(3,097)
Total from licenses, permits, and fees	<u>339,250</u>	<u>355,908</u>	<u>16,658</u>
<b>Intergovernmental:</b>			
State:			
Meals and rooms distribution	84,188	84,188	-
Highway block grant	86,556	86,507	(49)
State and federal forest land reimbursement	776	776	-
Other	-	2,500	2,500
Federal:			
FEMA	-	70,040	70,040
Total from intergovernmental	<u>171,520</u>	<u>244,011</u>	<u>72,491</u>
<b>Charges for services:</b>			
Income from departments	17,500	13,852	(3,648)
<b>Miscellaneous:</b>			
Sale of municipal property	25,000	1,227	(23,773)
Interest on investments	-	9,943	9,943
Other	-	802	802
Total from miscellaneous	<u>25,000</u>	<u>11,972</u>	<u>(13,028)</u>
<b>Other financing sources:</b>			
Transfers in	5,000	4,938	(62)
<b>Total revenues and other financing sources</b>	<u><u>\$ 1,779,580</u></u>	<u><u>\$ 1,861,576</u></u>	<u><u>\$ 81,996</u></u>

**SCHEDULE 2**  
**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**Major General Fund**  
*Schedule of Appropriations, Expenditures, and Encumbrances (Non-GAAP Budgetary Basis)*  
*For the Fiscal Year Ended December 31, 2018*

	Encumbered from Prior Year	Appropriations	Expenditures	Variance Positive (Negative)
Current:				
General government:				
Executive	\$ -	\$ 68,586	\$ 72,585	\$ (3,999)
Election and registration	-	15,752	12,357	3,395
Financial administration	-	97,940	92,606	5,334
Revaluation of property	-	24,584	27,330	(2,746)
Legal	-	26,700	18,789	7,911
Planning and zoning	-	7,230	5,867	1,363
General government buildings	-	35,450	39,569	(4,119)
Cemeteries	-	15,030	11,675	3,355
Insurance, not otherwise allocated	-	21,300	21,282	18
Advertising and regional associations	-	21,854	21,301	553
Other	-	3,050	7,210	(4,160)
Total general government	-	337,476	330,571	6,905
Public safety:				
Police	-	273,083	266,254	6,829
Ambulance	-	53,620	53,620	-
Fire	-	46,398	43,215	3,183
Emergency management	-	5,238	3,751	1,487
Other	-	2,500	-	2,500
Total public safety	-	380,839	366,840	13,999
Highways and streets:				
Highways and streets	-	669,685	685,903	(16,218)
Bridges	-	10,845	5,736	5,109
Street lighting	-	3,000	3,030	(30)
Total highways and streets	-	683,530	694,669	(11,139)
Sanitation:				
Solid waste disposal	-	169,969	181,243	(11,274)
Health:				
Administration	-	2,370	753	1,617
Health agencies	-	22,953	22,962	(9)
Total health	-	25,323	23,715	1,608
Welfare:				
Administration and direct assistance	-	16,450	8,965	7,485
Culture and recreation:				
Parks and recreation	-	33,975	30,056	3,919
Patriotic purposes	-	500	548	(48)
Total culture and recreation	-	34,475	30,604	3,871
Conservation	-	1,411	848	563
Debt service:				
Principal of long-term debt	-	25,000	25,000	-
Interest on long-term debt	-	6,000	4,649	1,351
Interest on tax anticipation notes	-	111	35	76
Total debt service	-	31,111	29,684	1,427

*(Continued)*

*SCHEDULE 2 (Continued)*  
**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
*Major General Fund*  
*Schedule of Appropriations, Expenditures, and Encumbrances (Non-GAAP Budgetary Basis)*  
*For the Fiscal Year Ended December 31, 2018*

	Encumbered from Prior Year	Appropriations	Expenditures	Variance Positive (Negative)
Capital outlay	54,099	88,996	113,672	29,423
Other financing uses:				
Transfers out	-	10,000	10,000	-
Total appropriations, expenditures, other financing uses, and encumbrances	<u>\$ 54,099</u>	<u>\$ 1,779,580</u>	<u>\$ 1,790,811</u>	<u>\$ 42,868</u>

**SCHEDULE 3**  
**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
**Major General Fund**  
**Schedule of Changes in Unassigned Fund Balance**  
**For the Fiscal Year Ended December 31, 2018**

Unassigned fund balance, beginning (Non-GAAP Budgetary Basis)		\$ 406,353
Changes:		
2018 Budget summary:		
Revenue surplus (Schedule 1)	\$ 81,996	
Unexpended balance of appropriations (Schedule 2)	42,868	
2018 Budget surplus		124,864
Increase in nonspendable fund balance		(5,494)
Unassigned fund balance, ending (Non-GAAP Budgetary Basis)		525,723
<b><i>Reconciliation on Non-GAAP Budgetary Basis to GAAP Basis</i></b>		
To record deferred property taxes not collected within 60 days of the fiscal year-end, not recognized on a budgetary basis		(84,002)
Elimination of the allowance for uncollectible taxes		40,000
Unassigned fund balance, ending, GAAP basis (Exhibit C-1)		\$ 481,721

**SCHEDULE 4**  
**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
*Nonmajor Governmental Funds*  
**Combining Balance Sheet**  
**December 31, 2018**

	Special Revenue Funds			Total
	Conservation Commission	Police Details	Transfer Station	
<b>ASSETS</b>				
Cash and cash equivalents	\$ 19,843	\$ 1,553	\$ 27,824	\$ 49,220
Accounts receivable	-	360	-	360
Interfund receivable	95	-	-	95
Total assets	<u>\$ 19,938</u>	<u>\$ 1,913</u>	<u>\$ 27,824</u>	<u>\$ 49,675</u>
<b>LIABILITIES AND FUND BALANCES</b>				
<b>Liabilities:</b>				
Interfund payable	\$ -	\$ 191	\$ -	\$ 191
<b>Fund balances:</b>				
Committed	19,938	1,722	27,824	49,484
Total liabilities and fund balances	<u>\$ 19,938</u>	<u>\$ 1,913</u>	<u>\$ 27,824</u>	<u>\$ 49,675</u>

**SCHEDULE 5**  
**TOWN OF ALEXANDRIA, NEW HAMPSHIRE**  
*Nonmajor Governmental Funds*  
**Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances**  
**For the Fiscal Year Ended December 31, 2018**

	Special Revenue Funds			Total
	Conservation Commission	Police Detail	Transfer Station	
<b>Revenues:</b>				
Taxes	\$ 75	\$ -	\$ -	\$ 75
Charges for services	-	320	5,503	5,823
Miscellaneous	520	1	17	538
Total revenues	<u>595</u>	<u>321</u>	<u>5,520</u>	<u>6,436</u>
<b>Expenditures:</b>				
Current:				
Public safety	-	367	-	367
Conservation	317	-	-	317
Total expenditures	<u>317</u>	<u>367</u>	<u>-</u>	<u>684</u>
Net change in fund balances	278	(46)	5,520	5,752
Fund balances, beginning	19,660	1,768	22,304	43,732
Fund balances, ending	<u>\$ 19,938</u>	<u>\$ 1,722</u>	<u>\$ 27,824</u>	<u>\$ 49,484</u>



## PLODZIK & SANDERSON

*Professional Association/Accountants & Auditors*

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX 603-224-1380

### ***INDEPENDENT AUDITOR'S COMMUNICATION OF SIGNIFICANT DEFICIENCY***

To the Members of the Board of Selectmen  
Town of Alexandria  
Alexandria, New Hampshire

In planning and performing our audit of the financial statements of the governmental activities, each major fund, and aggregate remaining fund information of the Town of Alexandria as of and for the year ended December 31, 2018, in accordance with auditing standards generally accepted in the United States of America, we considered the Town of Alexandria's internal control over financial reporting as a basis for designing audit procedures that are appropriate in circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls. However, as discussed below, we identified a deficiency in internal control that we consider to be a significant deficiency.

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 correct, on a timely basis. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the following deficiency to be a significant deficiency:

#### ***Transfer Station Cash Receipts (Repeat Comment)***

During our review of the internal controls over the Transfer Station receipts, it was noted that cash receipts were not kept in a secure location prior to deposit. The Transfer Station attendants will take funds home with them to avoid leaving funds at the Transfer Station. This practice opens the Town up to the threat of a loss or theft of cash while it is in the attendant's possession. We recommend that all receipts be kept in a secure location (at Town Hall, or secured at the Transfer Station) prior to deposit to the Town's bank account.

This communication is intended solely for the information and use of management, Board of Selectmen, and others within the organization, and is not intended to be and should not be used by anyone other than these specified parties.

July 26, 2019

*Plodzik & Sanderson  
Professional Association*