

TOWN OF HANOVER, NEW HAMPSHIRE

Annual Financial Statements

For the Year Ended June 30, 2012

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INDEPENDENT AUDITORS' REPORT

To the Board of Selectmen and Town Manager
Town of Hanover, New Hampshire

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Hanover, New Hampshire, as of and for the year ended June 30, 2012, which collectively comprise the Town's basic financial statements as listed in the Table of Contents. These financial statements are the responsibility of the Town of Hanover's management. Our responsibility is to express an opinion 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 of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Hanover, New Hampshire, as of June 30, 2012, and the respective changes in financial position and cash flows, where applicable, thereof and the respective budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Accounting principles generally accepted in the United States of America require that management's discussion and analysis and other post-employment benefits schedule of funding progress be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be

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

Melanson, Heath + Company P. C.

December 21, 2012

MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Town of Hanover, we offer readers this narrative overview and analysis of the financial activities of the Town of Hanover for the fiscal year ended June 30, 2012.

A. OVERVIEW OF THE FINANCIAL STATEMENTS

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

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

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

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

Both of the government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities include general government, public safety, highways and streets, sanitation, and culture and recreation. The business-type activities include water and water reclamation activities.

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

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

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

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

Proprietary funds. Proprietary funds are maintained as follows:

Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. Specifically, enterprise funds are used to account for water and water reclamation operations.

Proprietary funds provide the same type of information as the business-type activities reported in the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the water and water reclamation operations, both of which are considered to be major funds.

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

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

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information

which is required to be disclosed by accounting principles generally accepted in the United States of America.

B. FINANCIAL HIGHLIGHTS

- As of the close of the current fiscal year, the total of assets exceeded liabilities by \$ 47,371,643 (i.e., net assets), a change of \$ 1,030,983 in comparison to the prior year.
- As of the close of the current fiscal year, governmental funds reported combined ending fund balances of \$ 6,067,433, a change of \$ (120,088) in comparison to the prior year.
- At the end of the current fiscal year, unassigned fund balance for the general fund was \$ 1,365,076, a change of \$ 16,617 in comparison to the prior year.
- Bonds payable at the close of the current fiscal year was \$ 15,070,710, a change of \$ (773,355) in comparison to the prior year.

C. GOVERNMENT-WIDE FINANCIAL ANALYSIS

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

| | Governmental Activities | | Business-Type Activities | | Total | |
|-----------------------------------|----------------------------|----------------------|-----------------------------|----------------------|----------------------|----------------------|
| | 2012 | 2011 | 2012 | 2011 | 2012 | 2011 |
| Current and other assets | \$ 28,598,540 | \$ 26,591,245 | \$ 1,337,440 | \$ 1,571,650 | \$ 29,935,980 | \$ 28,162,895 |
| Capital assets | <u>33,434,108</u> | <u>33,026,627</u> | <u>28,392,481</u> | <u>25,213,065</u> | <u>61,826,589</u> | <u>58,239,692</u> |
| Total assets | <u>62,032,648</u> | <u>59,617,872</u> | <u>29,729,921</u> | <u>26,784,715</u> | <u>91,762,569</u> | <u>86,402,587</u> |
| Long-term liabilities outstanding | 7,897,174 | 8,047,918 | 9,999,506 | 10,547,823 | 17,896,680 | 18,595,741 |
| Other liabilities | <u>22,862,714</u> | <u>21,060,931</u> | <u>3,631,532</u> | <u>405,255</u> | <u>26,494,246</u> | <u>21,466,186</u> |
| Total liabilities | <u>30,759,888</u> | <u>29,108,849</u> | <u>13,631,038</u> | <u>10,953,078</u> | <u>44,390,926</u> | <u>40,061,927</u> |
| Net assets: | | | | | | |
| Invested in capital assets, net | 28,931,973 | 28,204,635 | 14,265,752 | 12,438,859 | 43,197,725 | 40,643,494 |
| Restricted | 1,649,231 | 2,701,866 | - | - | 1,649,231 | 2,701,866 |
| Unrestricted | <u>691,556</u> | <u>(397,478)</u> | <u>1,833,131</u> | <u>3,392,778</u> | <u>2,524,687</u> | <u>2,995,300</u> |
| Total net assets | <u>\$ 31,272,760</u> | <u>\$ 30,509,023</u> | <u>\$ 16,098,883</u> | <u>\$ 15,831,637</u> | <u>\$ 47,371,643</u> | <u>\$ 46,340,660</u> |

CHANGES IN NET ASSETS

| | Governmental Activities | | Business-Type Activities | | Total | |
|---|----------------------------|---------------|-----------------------------|---------------|---------------|---------------|
| | <u>2012</u> | <u>2011</u> | <u>2012</u> | <u>2011</u> | <u>2012</u> | <u>2011</u> |
| Revenues: | | | | | | |
| Program revenues: | | | | | | |
| Charges for services | \$ 4,481,764 | \$ 3,769,561 | \$ 4,484,713 | \$ 4,571,148 | \$ 8,966,477 | \$ 8,340,709 |
| Operating grants and contributions | 285,869 | 463,145 | 17,259 | - | 303,128 | 463,145 |
| Capital grants and contributions | - | - | - | 18,274 | - | 18,274 |
| General revenues: | | | | | | |
| Property taxes | 10,818,921 | 10,639,008 | - | - | 10,818,921 | 10,639,008 |
| Motor vehicle permit fees | 1,204,109 | 1,164,139 | - | - | 1,204,109 | 1,164,139 |
| Penalties and interest on taxes | 230,200 | 133,695 | - | - | 230,200 | 133,695 |
| Grants and contributions not restricted to specific programs | 778,048 | 762,396 | 7,861 | 15,395 | 785,909 | 777,791 |
| Investment income | 31,573 | 112,269 | - | - | 31,573 | 112,269 |
| Other | 387,945 | 439,713 | 14,288 | 14,801 | 402,233 | 454,514 |
| Total revenues | 18,218,429 | 17,483,926 | 4,524,121 | 4,619,618 | 22,742,550 | 22,103,544 |
| Expenses: | | | | | | |
| General government | 4,542,931 | 4,304,485 | - | - | 4,542,931 | 4,304,485 |
| Public safety | 7,252,412 | 6,847,548 | - | - | 7,252,412 | 6,847,548 |
| Highway and streets | 3,287,750 | 2,681,583 | - | - | 3,287,750 | 2,681,583 |
| Sanitation | 158,867 | 229,365 | - | - | 158,867 | 229,365 |
| Health and human services | 269,539 | 294,035 | - | - | 269,539 | 294,035 |
| Culture and recreation | 1,931,083 | 1,631,489 | - | - | 1,931,083 | 1,631,489 |
| Interest on long-term debt | 216,123 | 183,552 | - | - | 216,123 | 183,552 |
| Water | - | - | 1,599,916 | 2,171,873 | 1,599,916 | 2,171,873 |
| Water reclamation | - | - | 2,506,997 | 2,189,901 | 2,506,997 | 2,189,901 |
| Total expenses | 17,658,705 | 16,172,057 | 4,106,913 | 4,361,774 | 21,765,618 | 20,533,831 |
| Change in net assets before transfers, permanent fund contributions and extraordinary items | 559,724 | 1,311,869 | 417,208 | 257,844 | 976,932 | 1,569,713 |
| Transfers in (out) | 149,962 | (1,172,570) | (149,962) | 1,172,570 | - | - |
| Permanent fund contributions | 54,051 | 68,122 | - | - | 54,051 | 68,122 |
| Acquisition capital | - | - | - | 2,539,426 | - | 2,539,426 |
| Change in net assets | 763,737 | 207,421 | 267,246 | 3,969,840 | 1,030,983 | 4,177,261 |
| Net assets - beginning of year (as restated) | 30,509,023 | 30,301,602 | 15,831,637 | 11,861,797 | 46,340,660 | 42,163,399 |
| Net assets - end of year | \$ 31,272,760 | \$ 30,509,023 | \$ 16,098,883 | \$ 15,831,637 | \$ 47,371,643 | \$ 46,340,660 |

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. At the close of the most recent fiscal year, total net assets were \$ 47,371,643, a change of \$ 1,030,983 from the prior year.

The largest portion of net assets \$ 43,197,725 reflects our investment in capital assets (e.g., land, buildings, machinery, equipment, and infrastructure), less any related debt used to acquire those assets that is still outstanding. These capital

assets are used to provide services to citizens; consequently, these assets are not available for future spending. Although the investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of net assets \$ 1,649,231 represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net assets \$ 2,524,687, if it were positive, may be used to meet the government's ongoing obligations to citizens and creditors.

Governmental activities. Governmental activities for the year resulted in a change in net assets of \$ 763,737. Key elements of this change are as follows:

| | |
|---|-------------------|
| General fund operations, as discussed further in Section D | \$ 24,253 |
| Fire fund activity | (173,092) |
| Nonmajor fund activity | 28,751 |
| Depreciation, which is not budgeted or funded, over principal maturities, a budgeted expense | (1,700,700) |
| Capital asset additions, net of disposals | 2,511,627 |
| Other | <u>72,898</u> |
| Total | \$ <u>763,737</u> |

Business-type activities. Business-type activities for the year resulted in a change in net assets of \$ 267,246. Key elements of this change are as follows:

| | |
|------------------------------|-------------------|
| Water operations | \$ 560,880 |
| Water reclamation operations | <u>(293,634)</u> |
| Total | \$ <u>267,246</u> |

D. FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

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

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

As of the end of the current fiscal year, governmental funds reported combined ending fund balances of \$ 6,067,433, a change of \$ (120,088) in comparison to the prior year. Key elements of this change are as follows:

| | |
|-------------------------|-------------------------|
| General fund operations | \$ 24,253 |
| Fire fund activity | (173,092) |
| Nonmajor fund activity | <u>28,751</u> |
| Total | <u>\$ (120,088)</u> |

The general fund is the chief operating fund. At the end of the current fiscal year, unassigned fund balance of the general fund was \$ 1,365,076, while total fund balance was \$ 3,616,651. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total general fund expenditures. Refer to the table below.

| <u>General Fund</u> | <u>6/30/12</u> | <u>6/30/11</u> | <u>Change</u> | <u>% of Total General Fund Expenditures</u> |
|-------------------------|----------------|----------------|---------------|---|
| Unassigned fund balance | \$ 1,365,076 | \$ 1,348,459 | \$ 16,617 | 10.9% |
| Total fund balance | \$ 3,616,651 | \$ 3,592,398 | \$ 24,253 | 28.9% |

The total fund balance of the general fund changed by \$ 24,253 during the current fiscal year. Key factors in this change are as follows:

| | |
|---|----------------------|
| Revenues less than budget | \$ (429,567) |
| Expenditures less than budget | 868,797 |
| Expenditures of prior year encumbrances | (56,694) |
| Change in capital reserves | (96,931) |
| Other timing issues | <u>(261,352)</u> |
| Total | <u>\$ 24,253</u> |

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

| | <u>6/30/12</u> | <u>6/30/11</u> | <u>Change</u> |
|------------------|---------------------|---------------------|--------------------|
| Capital reserves | \$ <u>1,771,997</u> | \$ <u>1,868,928</u> | \$ <u>(96,931)</u> |
| Total | \$ <u>1,771,997</u> | \$ <u>1,868,928</u> | \$ <u>(96,931)</u> |

Proprietary funds. Proprietary funds provide the same type of information found in the business-type activities reported in the government-wide financial statements, but in more detail.

Unrestricted net assets of the enterprise funds at the end of the year amounted to \$ 1,833,131.

Other factors concerning the finances of proprietary funds have already been addressed in the entity-wide discussion of business-type activities.

E. GENERAL FUND BUDGETARY HIGHLIGHTS

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

F. CAPITAL ASSET AND DEBT ADMINISTRATION

Capital assets. Total investment in capital assets for governmental and business-type activities at year end amounted to \$ 61,826,589 (net of accumulated depreciation), a change of \$ 3,586,897 from the prior year. This investment in capital assets includes land, buildings and system, improvements, and machinery and equipment.

Major capital asset events during the current fiscal year included the following:

Governmental Activities:

| | |
|----------------------------------|------------|
| 2012 Freightliner Dump Trucks | \$ 462,147 |
| Lebanon Street - Visual Arts | \$ 200,639 |
| River Road Bridge | \$ 145,565 |
| Park Street - Bike/Sidewalk Path | \$ 131,681 |
| Storrs Farm | \$ 209,025 |

Business-type Activities:

| | |
|------------------------------------|--------------|
| Sewer Line Slip Lining | \$ 31,614 |
| Fletcher Reservoir | \$ 118,299 |
| Parker Reservoir | \$ 148,549 |
| Wastewater Treatment Plant Upgrade | \$ 6,694,999 |

Additional information on capital assets can be found in the Notes to the Financial Statements.

Long-term debt. At the end of the current fiscal year, total bonded debt outstanding was \$ 15,070,710, all of which was backed by the full faith and credit of the government.

Additional information on long-term debt can be found in the Notes to the Financial Statements.

REQUESTS FOR INFORMATION

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

Director of Administrative Services
Town of Hanover
P.O. Box 483
Hanover, New Hampshire 03755
(603) 640-3203

TOWN OF HANOVER, NEW HAMPSHIRE

STATEMENT OF NET ASSETS

JUNE 30, 2012

| | Governmental <u>Activities</u> | Business-Type <u>Activities</u> | <u>Total</u> |
|---|-----------------------------------|------------------------------------|----------------------|
| ASSETS | | | |
| Current: | | | |
| Cash and short-term investments | \$ 20,962,727 | \$ - | \$ 20,962,727 |
| Receivables, net of allowance for uncollectibles: | | | |
| Property taxes | 7,104,498 | - | 7,104,498 |
| User fees | 216,797 | 847,944 | 1,064,741 |
| Intergovernmental | - | 465,698 | 465,698 |
| Other assets | 106,551 | 23,798 | 130,349 |
| Noncurrent: | | | |
| Property taxes | 207,967 | - | 207,967 |
| Capital Assets: | | | |
| Land and construction in progress | 4,177,246 | 442,482 | 4,619,728 |
| Other assets, net of accumulated depreciation | <u>29,256,862</u> | <u>27,949,999</u> | <u>57,206,861</u> |
| TOTAL ASSETS | 62,032,648 | 29,729,921 | 91,762,569 |
| LIABILITIES | | | |
| Current: | | | |
| Accounts payable | 1,503,107 | 86,321 | 1,589,428 |
| Accrued liabilities | 99,303 | 331,677 | 430,980 |
| Internal balances | 2,620,134 | (2,649,720) | (29,586) |
| Deferred revenue | 4,325,088 | - | 4,325,088 |
| Taxes paid in advance | 13,271 | - | 13,271 |
| Due to other governments | 13,726,578 | - | 13,726,578 |
| Current portion of long-term liabilities: | | | |
| Bonds payable | 225,000 | 737,080 | 962,080 |
| Notes payable | 100,000 | - | 100,000 |
| Other liabilities | 250,233 | 5,126,174 | 5,376,407 |
| Noncurrent: | | | |
| Bonds payable, net of current portion | 4,330,000 | 9,778,630 | 14,108,630 |
| Notes payable, net of current portion | 1,100,000 | - | 1,100,000 |
| OPEB liability | 684,579 | 57,720 | 742,299 |
| Other liabilities, net of current portion | <u>1,782,595</u> | <u>163,156</u> | <u>1,945,751</u> |
| TOTAL LIABILITIES | 30,759,888 | 13,631,038 | 44,390,926 |
| NET ASSETS | | | |
| Invested in capital assets, net of related debt | 28,931,973 | 14,265,752 | 43,197,725 |
| Restricted for: | | | |
| Grants and other statutory restrictions | 1,289,700 | - | 1,289,700 |
| Permanent funds: | | | |
| Nonexpendable | 238,210 | - | 238,210 |
| Expendable | 121,321 | - | 121,321 |
| Unrestricted | <u>691,556</u> | <u>1,833,131</u> | <u>2,524,687</u> |
| TOTAL NET ASSETS | \$ 31,272,760 | \$ 16,098,883 | \$ 47,371,643 |

See notes to financial statements.

TOWN OF HANOVER, NEW HAMPSHIRE

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2012

| | <u>Expenses</u> | Program Revenues | | | Net (Expenses) Revenues and Changes in Net Assets | | |
|---|-----------------|-----------------------------|---|---|---|---------------------------------|----------------|
| | | <u>Charges for Services</u> | <u>Operating Grants and Contributions</u> | <u>Capital Grants and Contributions</u> | <u>Governmental Activities</u> | <u>Business-Type Activities</u> | <u>Total</u> |
| | | | | | | | |
| Governmental Activities: | | | | | | | |
| General government | \$ 4,542,931 | \$ 551,117 | \$ 173,832 | \$ - | \$ (3,817,982) | \$ - | \$ (3,817,982) |
| Public safety | 7,252,412 | 3,137,620 | 51,728 | - | (4,063,064) | - | (4,063,064) |
| Highway and streets | 3,287,750 | 213,387 | 41,934 | - | (3,032,429) | - | (3,032,429) |
| Sanitation | 158,867 | 22,284 | - | - | (136,583) | - | (136,583) |
| Health and human services | 269,539 | 17,936 | 650 | - | (250,953) | - | (250,953) |
| Culture and recreation | 1,931,083 | 539,420 | 17,725 | - | (1,373,938) | - | (1,373,938) |
| Interest | 216,123 | - | - | - | (216,123) | - | (216,123) |
| Total Governmental Activities | 17,658,705 | 4,481,764 | 285,869 | - | (12,891,072) | - | (12,891,072) |
| Business-Type Activities: | | | | | | | |
| Water operations | 1,599,916 | 2,259,597 | - | - | - | 659,681 | 659,681 |
| Water reclamation operations | 2,506,997 | 2,225,116 | 17,259 | - | - | (264,622) | (264,622) |
| Total Business-Type Activities | 4,106,913 | 4,484,713 | 17,259 | - | - | 395,059 | 395,059 |
| Total | \$ 21,765,618 | \$ 8,966,477 | \$ 303,128 | \$ - | (12,891,072) | 395,059 | (12,496,013) |
| General Revenues, Transfers, and Permanent Fund Contributions: | | | | | | | |
| Property taxes | | | | 10,818,921 | - | | 10,818,921 |
| Motor vehicle permit fees | | | | 1,204,109 | - | | 1,204,109 |
| Penalties, interest, and other taxes | | | | 230,200 | - | | 230,200 |
| Grants and contributions not restricted | | | | | | | |
| to specific programs | | | | 778,048 | 7,861 | | 785,909 |
| Investment income | | | | 31,573 | - | | 31,573 |
| Miscellaneous | | | | 387,945 | 14,288 | | 402,233 |
| Transfers, net | | | | 149,962 | (149,962) | | - |
| Permanent fund contributions | | | | 54,051 | - | | 54,051 |
| Total general revenues, transfers and contributions | | | | 13,654,809 | (127,813) | | 13,526,996 |
| Change in Net Assets | | | | 763,737 | 267,246 | | 1,030,983 |
| Net Assets: | | | | | | | |
| Beginning of year, as restated | | | | 30,509,023 | 15,831,637 | | 46,340,660 |
| End of year | | | | \$ 31,272,760 | \$ 16,098,883 | | \$ 47,371,643 |

See notes to financial statements.

TOWN OF HANOVER, NEW HAMPSHIRE

GOVERNMENTAL FUNDS

BALANCE SHEET

JUNE 30, 2012

| ASSETS | General | Fire Fund | Nonmajor Governmental Funds | Total Governmental Funds |
|--|----------------------|-------------------|-----------------------------------|--------------------------------|
| Cash and short-term investments | \$ 20,318,148 | \$ - | \$ 644,579 | \$ 20,962,727 |
| Receivables: | | | | |
| Property taxes | 7,337,749 | - | - | 7,337,749 |
| User fees | 124,946 | 2,878 | 88,973 | 216,797 |
| Due from other funds | - | 529,161 | 1,645,052 | 2,174,213 |
| Other assets | <u>33,351</u> | <u>-</u> | <u>-</u> | <u>33,351</u> |
| TOTAL ASSETS | \$ 27,814,194 | \$ 532,039 | \$ 2,378,604 | \$ 30,724,837 |
| LIABILITIES AND FUND BALANCES | | | | |
| Liabilities: | | | | |
| Accounts payable | \$ 1,109,028 | \$ 6,874 | \$ 387,205 | \$ 1,503,107 |
| Due to other governments | 13,698,191 | - | - | 13,698,191 |
| Deferred revenues | 4,558,076 | - | 62,025 | 4,620,101 |
| Tax paid in advance | 13,271 | - | - | 13,271 |
| Due to other funds | 4,794,347 | - | - | 4,794,347 |
| Deposits held in custody | - | - | 3,757 | 3,757 |
| Other liabilities | <u>24,630</u> | <u>-</u> | <u>-</u> | <u>24,630</u> |
| TOTAL LIABILITIES | 24,197,543 | 6,874 | 452,987 | 24,657,404 |
| Fund Balances: | | | | |
| Nonspendable | - | - | 465,396 | 465,396 |
| Restricted | - | 520,665 | 1,191,021 | 1,711,686 |
| Committed | 1,986,328 | - | 269,200 | 2,255,528 |
| Assigned | 265,247 | 4,500 | - | 269,747 |
| Unassigned | <u>1,365,076</u> | <u>-</u> | <u>-</u> | <u>1,365,076</u> |
| TOTAL FUND BALANCES | 3,616,651 | 525,165 | 1,925,617 | 6,067,433 |
| TOTAL LIABILITIES AND FUND BALANCES | \$ 27,814,194 | \$ 532,039 | \$ 2,378,604 | \$ 30,724,837 |

See notes to financial statements.

TOWN OF HANOVER, NEW HAMPSHIRE

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

JUNE 30, 2012

| | |
|---|----------------------|
| Total governmental fund balances | \$ 6,067,433 |
| • Investment in Trescott Company is not a financial resource and, therefore, is not reported in the funds. | 73,200 |
| • Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds. | 33,434,108 |
| • Revenues are reported on the accrual basis of accounting and are not deferred until collection. | 269,729 |
| • In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due. | (99,303) |
| • Long-term liabilities, including bonds payable, are not due and payable in the current period and, therefore, are not reported in the governmental funds. | <u>(8,472,407)</u> |
| Net assets of governmental activities | <u>\$ 31,272,760</u> |

See notes to financial statements.

TOWN OF HANOVER, NEW HAMPSHIRE

GOVERNMENTAL FUNDS

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED JUNE 30, 2012

| | General | Fire Fund | Nonmajor Governmental Funds | Total Governmental Funds |
|--|---------------------|-------------------|-----------------------------------|--------------------------------|
| Revenues: | | | | |
| Property taxes | \$ 7,855,858 | \$ 2,563,518 | \$ 87,360 | \$ 10,506,736 |
| Penalties, interest, and other taxes | 230,200 | - | - | 230,200 |
| Charges for services | 1,574,356 | 190,791 | 2,357,118 | 4,122,265 |
| Intergovernmental | 890,206 | - | 173,711 | 1,063,917 |
| Licenses and permits | 1,555,996 | - | - | 1,555,996 |
| Investment income | 33,662 | - | (2,089) | 31,573 |
| Miscellaneous | 73,869 | - | 271,724 | 345,593 |
| Contributions | 39,193 | 54 | 14,858 | 54,105 |
| Total Revenues | <u>12,253,340</u> | <u>2,754,363</u> | <u>2,902,682</u> | <u>17,910,385</u> |
| Expenditures: | | | | |
| Current: | | | | |
| General government | 4,521,954 | - | 522,229 | 5,044,183 |
| Public safety | 2,198,462 | 2,867,455 | 1,854,173 | 6,920,090 |
| Highway and streets | 2,941,587 | - | - | 2,941,587 |
| Sanitation | 173,142 | - | - | 173,142 |
| Health and human services | 269,539 | - | - | 269,539 |
| Culture and recreation | 1,716,488 | - | 110,733 | 1,827,221 |
| Conservation | 6,672 | - | 1,850 | 8,522 |
| Debt service | 228,952 | - | 321,466 | 550,418 |
| Capital outlay | <u>445,733</u> | <u>-</u> | <u>-</u> | <u>445,733</u> |
| Total Expenditures | <u>12,502,529</u> | <u>2,867,455</u> | <u>2,810,451</u> | <u>18,180,435</u> |
| Excess (deficiency) of revenues over expenditures | (249,189) | (113,092) | 92,231 | (270,050) |
| Other Financing Sources (Uses): | | | | |
| Transfers in | 346,706 | - | 205,349 | 552,055 |
| Transfers out | <u>(73,264)</u> | <u>(60,000)</u> | <u>(268,829)</u> | <u>(402,093)</u> |
| Total Other Financing Sources (Uses) | <u>273,442</u> | <u>(60,000)</u> | <u>(63,480)</u> | <u>149,962</u> |
| Change in fund balance | 24,253 | (173,092) | 28,751 | (120,088) |
| Fund Equity, at Beginning of Year | <u>3,592,398</u> | <u>698,257</u> | <u>1,896,866</u> | <u>6,187,521</u> |
| Fund Equity, at End of Year | <u>\$ 3,616,651</u> | <u>\$ 525,165</u> | <u>\$ 1,925,617</u> | <u>\$ 6,067,433</u> |

See notes to financial statements.

TOWN OF HANOVER, NEW HAMPSHIRE

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

FOR THE YEAR ENDED JUNE 30, 2012

NET CHANGES IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS \$ (120,088)

- Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense:

| | |
|-------------------------------|-----------|
| Capital outlay purchases, net | 2,511,627 |
|-------------------------------|-----------|

| | |
|--------------|-------------|
| Depreciation | (2,104,146) |
|--------------|-------------|

- Revenues in the Statement of Activities that do not provide current financial resources are fully deferred in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable (i.e., property taxes, etc.) differ between the two statements. This amount represents the net change in deferred revenue.

| | |
|--|---------|
| | 319,797 |
|--|---------|

- The issuance of long-term debt (e.g., bonds and leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any effect on net assets:

| | |
|--------------------|---------|
| Repayments of debt | 403,446 |
|--------------------|---------|

- In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.

| |
|-------|
| 4,295 |
|-------|

- Some expenses reported in the Statement of Activities, such as compensated absences, do not require the use of current financial resources and therefore, are not reported as expenditures in the governmental funds.

| |
|-----------|
| (251,194) |
|-----------|

CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES \$ 763,737

See notes to financial statements.

TOWN OF HANOVER, NEW HAMPSHIRE

GENERAL FUND

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

FOR THE YEAR ENDED JUNE 30, 2012

| | <u>Budgeted Amounts</u> | | | Variance with Final Budget Positive (Negative) |
|--|----------------------------|-------------------------|---------------------------|---|
| | <u>Original Budget</u> | <u>Final Budget</u> | <u>Actual Amounts</u> | |
| Revenues and Other Sources: | | | | |
| Taxes | \$ 7,991,964 | \$ 7,991,964 | \$ 7,991,964 | \$ - |
| Penalties, interest, and other taxes | 118,696 | 118,696 | 230,200 | 111,504 |
| Charges for services | 1,985,718 | 1,985,718 | 1,574,356 | (411,362) |
| Intergovernmental | 779,554 | 779,554 | 890,206 | 110,652 |
| Licenses and permits | 1,759,038 | 1,759,038 | 1,555,996 | (203,042) |
| Investment income | 100,000 | 100,000 | 30,865 | (69,135) |
| Miscellaneous | 76,042 | 76,042 | 73,869 | (2,173) |
| Contributions | 16,500 | 16,500 | 39,193 | 22,693 |
| Transfers in | <u>936,676</u> | <u>936,676</u> | <u>947,972</u> | <u>11,296</u> |
| Total Revenues and Other Sources | 13,764,188 | 13,764,188 | 13,334,621 | (429,567) |
| Expenditures and Other Uses: | | | | |
| General government | 4,608,282 | 4,608,282 | 4,411,585 | 196,697 |
| Public safety | 2,277,183 | 2,277,183 | 2,205,753 | 71,430 |
| Highway and streets | 3,462,826 | 3,462,826 | 2,863,600 | 599,226 |
| Sanitation | 167,853 | 167,853 | 172,472 | (4,619) |
| Health and human services | 291,917 | 291,917 | 269,539 | 22,378 |
| Culture and recreation | 1,717,123 | 1,717,123 | 1,716,707 | 416 |
| Conservation | 8,800 | 8,800 | 6,248 | 2,552 |
| Debt service | 231,364 | 231,364 | 228,952 | 2,412 |
| Capital outlay | 453,100 | 453,100 | 445,733 | 7,367 |
| Transfers out | <u>545,740</u> | <u>545,740</u> | <u>574,802</u> | <u>(29,062)</u> |
| Total Expenditures and Other Uses | <u>13,764,188</u> | <u>13,764,188</u> | <u>12,895,391</u> | <u>868,797</u> |
| Excess (deficiency) of revenues and other sources over expenditures and other uses | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 439,230</u> | <u>\$ 439,230</u> |

See notes to financial statements.

TOWN OF HANOVER, NEW HAMPSHIRE

PROPRIETARY FUNDS

STATEMENT OF NET ASSETS

JUNE 30, 2012

| | Business-Type Activities | | |
|---|--------------------------|----------------------|----------------------|
| | Enterprise Funds | | |
| | Water Fund | Reclamation Fund | Total |
| ASSETS | | | |
| Current: | | | |
| Due from other funds | \$ 650,767 | \$ 1,998,953 | \$ 2,649,720 |
| User fees, net of allowance for uncollectibles | 346,867 | 501,077 | 847,944 |
| Intergovernmental receivables | - | 465,698 | 465,698 |
| Other assets | <u>23,798</u> | - | <u>23,798</u> |
| Total current assets | 1,021,432 | 2,965,728 | 3,987,160 |
| Noncurrent: | | | |
| Capital Assets: | | | |
| Land and construction in progress | 202,773 | 239,709 | 442,482 |
| Other assets, net of accumulated depreciation | <u>10,380,928</u> | <u>17,569,071</u> | <u>27,949,999</u> |
| Total noncurrent assets | <u>10,583,701</u> | <u>17,808,780</u> | <u>28,392,481</u> |
| TOTAL ASSETS | 11,605,133 | 20,774,508 | 32,379,641 |
| LIABILITIES | | | |
| Current: | | | |
| Accounts payable | 17,265 | 69,056 | 86,321 |
| Accrued liabilities | 283,662 | 48,015 | 331,677 |
| Current portion of long-term liabilities: | | | |
| Bonds payable | 588,882 | 148,198 | 737,080 |
| Other liabilities | <u>9,278</u> | <u>5,116,896</u> | <u>5,126,174</u> |
| Total current liabilities | 899,087 | 5,382,165 | 6,281,252 |
| Noncurrent: | | | |
| Bonds payable, net of current portion | 7,555,665 | 2,222,965 | 9,778,630 |
| OPEB liability | 34,968 | 22,752 | 57,720 |
| Other liabilities, net of current portion | <u>83,505</u> | <u>79,651</u> | <u>163,156</u> |
| Total noncurrent liabilities | <u>7,674,138</u> | <u>2,325,368</u> | <u>9,999,506</u> |
| TOTAL LIABILITIES | 8,573,225 | 7,707,533 | 16,280,758 |
| NET ASSETS | | | |
| Invested in capital assets, net of related debt | 2,402,254 | 11,863,498 | 14,265,752 |
| Unrestricted | <u>629,654</u> | <u>1,203,477</u> | <u>1,833,131</u> |
| TOTAL NET ASSETS | <u>\$ 3,031,908</u> | <u>\$ 13,066,975</u> | <u>\$ 16,098,883</u> |

See notes to financial statements.

TOWN OF HANOVER, NEW HAMPSHIRE

PROPRIETARY FUNDS

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

FOR THE YEAR ENDED JUNE 30, 2012

| | Business-Type Activities | | |
|--|--------------------------|----------------------|----------------------|
| | Enterprise Funds | | |
| | Water Fund | Reclamation Fund | Total |
| Operating Revenues: | | | |
| Charges for services | \$ 2,259,597 | \$ 2,225,116 | \$ 4,484,713 |
| Other | <u>6,388</u> | <u>7,900</u> | <u>14,288</u> |
| Total Operating Revenues | 2,265,985 | 2,233,016 | 4,499,001 |
| Operating Expenses: | | | |
| Operating expenses | 1,005,028 | 1,780,845 | 2,785,873 |
| Depreciation | <u>295,780</u> | <u>626,649</u> | <u>922,429</u> |
| Total Operating Expenses | <u>1,300,808</u> | <u>2,407,494</u> | <u>3,708,302</u> |
| Operating Income (Loss) | 965,177 | (174,478) | 790,699 |
| Nonoperating Revenues (Expenses): | | | |
| Intergovernmental revenue | 7,861 | 17,259 | 25,120 |
| Interest expense | <u>(299,108)</u> | <u>(99,503)</u> | <u>(398,611)</u> |
| Total Nonoperating Revenues (Expenses), Net | <u>(291,247)</u> | <u>(82,244)</u> | <u>(373,491)</u> |
| Income (Loss) Before Transfers | 673,930 | (256,722) | 417,208 |
| Transfers: | | | |
| Transfers in | - | 19,303 | 19,303 |
| Transfers out | <u>(113,050)</u> | <u>(56,215)</u> | <u>(169,265)</u> |
| Change in Net Assets | 560,880 | (293,634) | 267,246 |
| Net Assets at Beginning of Year, as restated | <u>2,471,028</u> | <u>13,360,609</u> | <u>15,831,637</u> |
| Net Assets at End of Year | <u>\$ 3,031,908</u> | <u>\$ 13,066,975</u> | <u>\$ 16,098,883</u> |

See notes to financial statements.

TOWN OF HANOVER, NEW HAMPSHIRE

PROPRIETARY FUNDS

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED JUNE 30, 2012

| | Business-Type Activities | | |
|---|--------------------------|--------------------|---------------------|
| | Enterprise Funds | | |
| | Water Fund | Reclamation Fund | Total |
| <u>Cash Flows From Operating Activities:</u> | | | |
| Receipts from customers and users | \$ 2,266,170 | \$ 2,253,799 | \$ 4,519,969 |
| Payments to vendors and employees | <u>(1,005,028)</u> | <u>(1,730,248)</u> | <u>(2,735,276)</u> |
| Net Cash Provided By (Used For) Operating Activities | 1,261,142 | 523,551 | 1,784,693 |
| <u>Cash Flows From Noncapital Financing Activities:</u> | | | |
| Transfers in | - | 19,303 | 19,303 |
| Transfers out | (113,050) | (56,215) | (169,265) |
| Intergovernmental revenue | - | 243,569 | 243,569 |
| Interfund borrowing | <u>(548,021)</u> | <u>(9,922)</u> | <u>(557,943)</u> |
| Net Cash (Used For) Noncapital Financing Activities | (661,071) | 196,735 | (464,336) |
| <u>Cash Flows From Capital and Related Financing Activities:</u> | | | |
| Acquisition and construction of capital assets | (196,601) | (3,905,244) | (4,101,845) |
| Principal payments on bonds and notes | (395,157) | (156,568) | (551,725) |
| Interest expense | (16,174) | (87,878) | (104,052) |
| Intergovernmental revenue | <u>7,861</u> | <u>3,429,404</u> | <u>3,437,265</u> |
| Net Cash (Used For) Capital and Related Financing Activities | (600,071) | (720,286) | (1,320,357) |
| Cash and Short-Term Investments, Beginning of Year | <u>-</u> | <u>-</u> | <u>-</u> |
| Cash and Short-Term Investments, End of Year | \$ <u>-</u> | \$ <u>-</u> | \$ <u>-</u> |
| <u>Reconciliation of Operating Income to Net Cash Provided by (Used For) Operating Activities:</u> | | | |
| Operating income (loss) | \$ 965,177 | \$ (174,478) | \$ 790,699 |
| Adjustments to reconcile operating income (loss) to net cash provided by (used for) operating activities: | | | |
| Depreciation | 295,780 | 626,649 | 922,429 |
| Changes in assets and liabilities: | | | |
| User fees | (12,985) | 20,783 | 7,798 |
| Warrants and accounts payable | - | 40,558 | 40,558 |
| Compensated absences | 4,528 | 4,079 | 8,607 |
| OPEB liability | <u>8,642</u> | <u>5,960</u> | <u>14,602</u> |
| Net Cash Provided By (Used For) Operating Activities | \$ <u>1,261,142</u> | \$ <u>523,551</u> | \$ <u>1,784,693</u> |

See notes to financial statements.

TOWN OF HANOVER, NEW HAMPSHIRE

FIDUCIARY FUNDS

STATEMENT OF FIDUCIARY NET ASSETS

JUNE 30, 2012

| | Private Purpose Trust <u>Funds</u> | Agency <u>Funds</u> |
|--|---|------------------------|
| <u>ASSETS</u> | | |
| Cash and short-term investments | \$ - | \$ 503,623 |
| Investments | <u>68,531</u> | <u>1,308,581</u> |
| Total Assets | 68,531 | 1,812,204 |
| <u>LIABILITIES AND NET ASSETS</u> | | |
| Due to other funds | - | 29,586 |
| Due to other governments | - | 1,346,753 |
| Other liabilities | <u>-</u> | <u>435,865</u> |
| Total Liabilities | <u>-</u> | <u>1,812,204</u> |
| <u>NET ASSETS</u> | | |
| Total net assets | \$ <u>68,531</u> | \$ <u>-</u> |

See notes to financial statements.

TOWN OF HANOVER, NEW HAMPSHIRE
 FIDUCIARY FUNDS
 STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS
 FOR THE YEAR ENDED JUNE 30, 2012

| | <u>Private Purpose Trust Funds</u> |
|---------------------------------------|--|
| Additions: | |
| Contributions | \$ 359 |
| Increase in fair value of investments | <u>4,413</u> |
| Total additions | <u>4,772</u> |
| Deductions: | |
| Other | 6,291 |
| Total deductions | <u>6,291</u> |
| Net increase | (1,519) |
| Net assets: | |
| Beginning of year | <u>70,050</u> |
| End of year | <u>\$ 68,531</u> |

See notes to financial statements.

TOWN OF HANOVER, NEW HAMPSHIRE

Notes to Financial Statements

1. Summary of Significant Accounting Policies

The accounting policies of the Town of Hanover (the Town) conform to generally accepted accounting principles (GAAP) as applicable to governmental units. The following is a summary of the more significant policies:

A. Reporting Entity

The government is a municipal corporation governed by an elected Board of Selectmen. As required by generally accepted accounting principles, these financial statements present the government and applicable component units for which the government is considered to be financially accountable. In fiscal year 2012, it was determined that no entities met the required GASB 39 criteria of component units.

B. Government-Wide and Fund Financial Statements

Government-Wide Financial Statements

The government-wide financial statements (i.e., the Statement of Net assets and the Statement of Changes in Net Assets) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support.

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

Fund Financial Statements

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual govern-

mental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

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

Government-Wide Financial Statements

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

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

Fund Financial Statements

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

The government reports the following major governmental funds:

- The *general fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.
- The fire fund accounts for the activities associated with the Town's fire department operations and is primarily funded through taxation.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise fund are charges to customers for sales and services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

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

The government reports the following major proprietary funds:

- The *Water Fund* accounts for services relating to water activities.
- The *Water Reclamation Fund* accounts for services relating to waste water activities.

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

D. Cash and Short-Term Investments

Cash balances from all funds, except those required to be segregated by law, are combined to form a consolidation of cash. Cash balances are invested to the extent available, and interest earnings are recognized in the General Fund. Certain special revenue and fiduciary funds segregate cash, and investment earnings become a part of those funds.

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

For purpose of the statement of cash flows, the proprietary funds consider investments with original maturities of three months or less to be short-term investments.

E. Investments

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

Investments for the Trust Funds consist of marketable securities, bonds and short-term money market investments. Investments are carried at market value.

F. Interfund Receivables and Payables

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

G. Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (for enterprise funds only) are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial individual cost of more than \$ 10,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

Property, plant and equipment is depreciated using the straight-line method over the following estimated useful lives:

| <u>Assets</u> | <u>Years</u> |
|------------------------------------|--------------|
| Buildings | 40 |
| Land and Building improvements | 12 - 20 |
| Infrastructure | 10 - 50 |
| Vehicles | 5 |
| Furniture, fixtures, and equipment | 5 - 15 |
| Computer equipment | 4 - 20 |

H. Compensated Absences

It is the government's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. All vested sick and vacation pay is accrued when incurred in the government-wide, proprietary, and fiduciary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

I. Long-Term Obligations

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt, and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net assets.

J. Fund Equity

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

Fund Balance - Generally, fund balance represents the difference between the current assets and current liabilities. The Town reserves those portions of fund balance that are legally segregated for a specific future use or which do not represent available, spendable resources and therefore, are not available for appropriation or expenditure. Unassigned fund balance indicates that portion of fund balance that is available for appropriation in future periods.

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

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

paid for. This account also includes fund balance voted to be used in the subsequent fiscal year.

- 5) Unassigned funds are available to be spent in future periods.

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

Net Assets - Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt, consist of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets. Net assets are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Town or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. All other net assets are reported as unrestricted.

K. Use of Estimates

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

2. Stewardship, Compliance, and Accountability

A. Budgetary Information

The Town Manager presents an operating and capital budget for the proposed expenditures of the fiscal year commencing the following July 1. The budget is presented to the Select Board over the course of four Public Hearings in late February and early March. The Select Board adopts a final budget and specifies that certain appropriations are to be funded by particular revenues. This adopted budget is voted on by Town Meeting in May. Department Heads are limited to the departmental budgets as voted, and formal monthly budget reporting is employed as a management control device throughout the year. At year end, appropriation balances lapse, except for certain unexpended capital items and encumbrances which will be honored during the subsequent year.

Formal budgetary integration is employed as a management control device during the year for the General Fund.

B. Budgetary Basis

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

C. Budget/GAAP Reconciliation

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

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

| <u>General Fund</u> | <u>Revenues and Other Financing Sources</u> | <u>Expenditures and Other Financing Uses</u> |
|--|---|--|
| Revenues/Expenditures (GAAP basis) | \$ 12,253,340 | \$ 12,502,529 |
| Other financing sources/uses (GAAP basis) | 346,706 | 73,264 |
| Subtotal (GAAP Basis) | 12,600,046 | 12,575,793 |
| Adjust tax revenue to accrual basis | 136,106 | - |
| Reverse beginning of year appropriation carryforwards from expenditures | - | (321,941) |
| Add end-of-year appropriation carryforwards from expenditures | - | 265,247 |
| To eliminate capital reserve activity | 598,469 | 251,046 |
| To record other GAAP timing differences | - | 125,246 |
| Budgetary basis | <u>\$ 13,334,621</u> | <u>\$ 12,895,391</u> |

3. Cash and Short-Term Investments

Custodial Credit Risk - Deposits. Custodial credit risk is the risk that in the event of a bank failure, the Town’s deposits may not be returned to it. RSA 48:16 limits “deposit in any one bank shall not at any time exceed the sum of its paid-up capital and surplus, exception that a Town with a population in excess of 50,000 is authorized to deposit funds in a solvent bank in excess of the paid-up capital surplus of said bank.” Although the Town has an investment policy, it does not address custodial credit risk for deposits.

As of June 30, 2012, none of the Town’s bank balance of \$ 21,550,819 was exposed to custodial credit risk as uninsured, uncollateralized, and collateral held by pledging bank’s trust department not in the Town’s name.

4. Investments

A. Credit Risk

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

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

| <u>Investment Type</u> | <u>Fair Value</u> | <u>Minimum Legal Rating</u> | <u>Exempt From Disclosure</u> | <u>Rating as of Year End</u> | | |
|------------------------|---------------------|-----------------------------|-------------------------------|------------------------------|-------------|------------------|
| | | | | <u>Aaa</u> | <u>Aa</u> | <u>Not Rated</u> |
| Corporate equities | \$ 923,355 | N/A | \$ 923,355 | \$ - | \$ - | \$ - |
| Mutual funds | <u>453,757</u> | N/A | <u>453,757</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Total investments | <u>\$ 1,377,112</u> | | <u>\$ 1,377,112</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

B. Custodial Credit Risk

The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. Although the Town has an investment policy, it does not address custodial credit risk for investments.

The Town's investments are subject to custodial credit risk exposure because the related securities are uninsured, unregistered, and/or held by the Town's brokerage firm, which is also the Counterparty to these securities.

C. Concentration of Credit Risk

The Town does not have an investment in one issuer greater than 5% of total investments.

D. Foreign Currency Risk

Foreign currency risk is the risk that changes in foreign exchange rates will adversely affect the fair value of an investment. Although the Town has an investment policy, it does not address foreign currency risk.

5. Taxes Receivable

The Town bills property taxes semi-annually, in May and November. Property tax revenues are recognized in the fiscal year for which taxes have been levied.

Property taxes are due on July 1 and December 1. Delinquent accounts are charged 12% interest. In March of the next year, a lien is recorded on delinquent property at the Registry of Deeds. The Town purchases all the delinquent accounts by paying the delinquent balance, recording costs and accrued interest. The accounts that are liened by the Town will be reclassified from property taxes receivable to unredeemed tax liens receivable. After this date, delinquent accounts will be charged interest at a rate of 18%. The Town annually budgets amounts (overlay for abatements) for property tax abatements and refunds.

Taxes receivable at June 30, 2012 consist of the following:

| Real Estate | | |
|-------------------------|--------------|---------------------|
| 2012 | | \$ 7,061,081 |
| Tax Increment Financing | | 43,680 |
| Timber Tax | | 202 |
| Unredeemed Taxes | | |
| 2011 | 121,853 | |
| 2010 | 103,233 | |
| 2009 | <u>7,700</u> | |
| | | <u>232,786</u> |
| Total | | \$ <u>7,337,749</u> |

Taxes Collected for Others

The Town collects property taxes for the State of New Hampshire, the Dresden School District, the Hanover School District, and the County of Grafton. Payments to the other taxing units are normally made throughout the year. The ultimate responsibility for the collection of taxes rests with the Town.

6. Allowance for Doubtful Accounts

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

| | <u>Governmental</u> | <u>Business-Type</u> |
|----------------|---------------------|----------------------|
| Property taxes | \$ 25,284 | \$ - |
| User fees | - | 94,184 |

7. Intergovernmental Receivables/Payables

This balance represents reimbursements requested from Federal and State agencies for expenditures incurred in fiscal 2012 and property taxes due to the Dresden School District and County of Grafton.

8. Interfund Fund Receivables/Payables

Although self-balancing funds are maintained, most transactions flow through the general fund. In order to obtain accountability for each fund, interfund receivable and payable accounts must be utilized. The following is an analysis of the June 30, 2012 balances in interfund receivable and payable accounts:

| <u>Fund</u> | <u>Due From Other Funds</u> | <u>Due To Other Funds</u> |
|---------------------------|---------------------------------|-------------------------------|
| General Fund | \$ - | \$ 4,794,347 |
| Fire Fund | 529,161 | - |
| Non Major Funds: | | |
| Special Revenue Funds | 1,008,289 | - |
| Capital Project Funds | 636,763 | - |
| Business Type Activities: | | |
| Enterprise Funds | | |
| Water | 650,767 | - |
| Water Reclamation | 1,998,953 | - |
| Agency Funds | - | 29,586 |
| Total | \$ <u>4,823,933</u> | \$ <u>4,823,933</u> |

9. Capital Assets

Capital asset activity for the year ended June 30, 2012 was as follows:

| | <u>Beginning Balance</u> | <u>Increases</u> | <u>Decreases</u> | <u>Ending Balance</u> |
|--|------------------------------|-------------------|--------------------|---------------------------|
| Governmental Activities: | | | | |
| Capital assets, being depreciated: | | | | |
| Buildings and improvements | \$ 12,121,425 | \$ 175,082 | \$ - | \$ 12,296,507 |
| Machinery, equipment, and furnishings | 2,351,448 | 682,295 | (503,699) | 2,530,044 |
| Vehicles | 4,749,215 | 170,010 | (172,002) | 4,747,223 |
| Infrastructure | 45,470,367 | 1,302,542 | (65,660) | 46,707,249 |
| Total capital assets, being depreciated | 64,692,455 | 2,329,929 | (741,361) | 66,281,023 |
| Less accumulated depreciation for: | | | | |
| Buildings and improvements | (4,047,779) | (311,911) | - | (4,359,690) |
| Machinery, equipment, and furnishings | (1,494,603) | (163,991) | 167,266 | (1,491,328) |
| Vehicles | (3,338,679) | (339,861) | 503,699 | (3,174,841) |
| Infrastructure | (26,775,579) | (1,288,383) | 65,660 | (27,998,302) |
| Total accumulated depreciation | (35,656,640) | (2,104,146) | 736,625 | (37,024,161) |
| Total capital assets, being depreciated, net | 29,035,815 | 225,783 | (4,736) | 29,256,862 |
| Capital assets, not being depreciated: | | | | |
| Land | 3,916,177 | 242,480 | - | 4,158,657 |
| Construction in progress | 74,635 | 18,589 | (74,635) | 18,589 |
| Total capital assets, not being depreciated | 3,990,812 | 261,069 | (74,635) | 4,177,246 |
| Governmental activities capital assets, net | \$ <u>33,026,627</u> | \$ <u>486,852</u> | \$ <u>(79,371)</u> | \$ <u>33,434,108</u> |

| | <u>Beginning Balance</u> | <u>Increases</u> | <u>Decreases</u> | <u>Ending Balance</u> |
|--|------------------------------|---------------------|-----------------------|---------------------------|
| Business-Type Activities: | | | | |
| Capital assets, being depreciated: | | | | |
| Buildings and improvements | \$ 12,940,984 | \$ 20,000 | \$ - | \$ 12,960,984 |
| Machinery, equipment, and furnishings | 2,906,394 | 6,694,999 | (31,236) | 9,570,157 |
| Vehicles | 276,700 | 17,751 | (14,154) | 280,297 |
| Infrastructure | <u>11,365,362</u> | <u>334,203</u> | <u>-</u> | <u>11,699,565</u> |
| Total capital assets, being depreciated | 27,489,440 | 7,066,953 | (45,390) | 34,511,003 |
| Less accumulated depreciation for: | | | | |
| Buildings and improvements | (2,271,619) | (489,045) | - | (2,760,664) |
| Machinery, equipment, and furnishings | (262,205) | (174,334) | 31,236 | (405,303) |
| Vehicles | (175,135) | (24,105) | 14,154 | (185,086) |
| Infrastructure | <u>(2,975,006)</u> | <u>(234,945)</u> | <u>-</u> | <u>(3,209,951)</u> |
| Total accumulated depreciation | <u>(5,683,965)</u> | <u>(922,429)</u> | <u>45,390</u> | <u>(6,561,004)</u> |
| Total capital assets, being depreciated, net | 21,805,475 | 6,144,524 | - | 27,949,999 |
| Capital assets, not being depreciated: | | | | |
| Land | 390,582 | - | - | 390,582 |
| Construction in progress | <u>3,017,008</u> | <u>51,900</u> | <u>(3,017,008)</u> | <u>51,900</u> |
| Total capital assets, not being depreciated | <u>3,407,590</u> | <u>51,900</u> | <u>(3,017,008)</u> | <u>442,482</u> |
| Business-type activities capital assets, net | <u>\$ 25,213,065</u> | <u>\$ 6,196,424</u> | <u>\$ (3,017,008)</u> | <u>\$ 28,392,481</u> |

Depreciation expense was charged to functions of the Town of Hanover, New Hampshire as follows:

Governmental Activities:

| | |
|--|---------------------|
| General government | \$ 53,723 |
| Public safety | 469,308 |
| Highway and streets | 1,513,807 |
| Culture and recreation | <u>67,308</u> |
| Total depreciation expense - governmental activities | <u>\$ 2,104,146</u> |

Business-Type Activities:

| | |
|---|-------------------|
| Water | \$ 295,780 |
| Water reclamation | <u>626,649</u> |
| Total depreciation expense - business-type activities | <u>\$ 922,429</u> |

10. Accounts Payable and Accrued Liabilities

Accounts payable and accrued liabilities represent 2012 expenditures paid after June 30, 2012.

11. Deferred Revenue

Governmental funds report *deferred revenue* in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period.

The balance of the General Fund *deferred revenues* account is equal to the total of all June 30, 2012 receivable balances, except property taxes that are accrued for subsequent 60 day collections.

12. Capital Lease Obligations

The Town is the lessee of certain equipment under capital and operating leases expiring in various years through 2017. Future minimum lease payments under the capital and operating leases consisted of the following as of June 30, 2012:

| Fiscal <u>Year</u> | Capital <u>Leases</u> | Operating <u>Leases</u> |
|---|--------------------------|----------------------------|
| 2013 | \$ 78,242 | \$ 26,492 |
| 2014 | 65,263 | 25,889 |
| 2015 | 52,397 | 14,751 |
| 2016 | 42,237 | 8,181 |
| 2017 | - | 584 |
| Total minimum lease payments | 238,139 | 75,897 |
| Less amounts representing interest | 21,804 | - |
| Present Value of Minimum Lease Payments | \$ 216,335 | \$ 75,897 |

13. Long-Term Debt

A. General Obligation Bonds

The Town issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds currently outstanding are as follows:

| | Serial Maturities <u>Through</u> | Interest Rate(s) % | Amount Outstanding as of <u>6/30/12</u> |
|---------------------------------|--|-----------------------|--|
| <u>Governmental Activities:</u> | | | |
| 1999 Parking Facility | 01/15/29 | 4.00-4.90% | \$ 3,730,000 |
| 2003 Community Center | 01/15/23 | 4.25-4.90% | 825,000 |
| Total Governmental Activities: | | | \$ 4,555,000 |

| | Serial Maturities <u>Through</u> | Interest Rate(s) % | Amount Outstanding as of <u>6/30/12</u> |
|---------------------------------------|--|-----------------------|--|
| Business-Type Activities: | | | |
| 2008 SRF Loan - Sewer | 12/01/27 | 3.49% | \$ 2,371,163 |
| Building Renovation - Water Treatment | 07/15/15 | 3.60% | 357,500 |
| SRF Loan - Water | 02/01/22 | 2.22% | 2,480,119 |
| SRF Loan - Water | 10/01/27 | 3.35% | <u>5,306,928</u> |
| Total Business-Type Activities: | | | \$ <u>10,515,710</u> |

B. Future Debt Service

The annual payments to retire all general obligation long-term debt outstanding as of June 30, 2012 are as follows:

| <u>Governmental</u> | <u>Principal</u> | <u>Interest</u> | <u>Total</u> |
|---------------------|---------------------|---------------------|---------------------|
| 2013 | \$ 225,000 | \$ 216,660 | \$ 441,660 |
| 2014 | 230,000 | 206,872 | 436,872 |
| 2015 | 235,000 | 196,708 | 431,708 |
| 2016 | 245,000 | 186,124 | 431,124 |
| 2017 | 250,000 | 174,962 | 424,962 |
| 2018 - 2022 | 1,400,000 | 688,640 | 2,088,640 |
| 2023 - 2027 | 1,365,000 | 347,476 | 1,712,476 |
| Thereafter | <u>605,000</u> | <u>44,834</u> | <u>649,834</u> |
| Total | <u>\$ 4,555,000</u> | <u>\$ 2,062,276</u> | <u>\$ 6,617,276</u> |

The following governmental funds have been designated as the sources to repay the governmental-type general obligation long-term debt outstanding as of June 30, 2012:

| | |
|----------------------|---------------------|
| General fund | \$ 825,000 |
| Special revenue fund | <u>3,730,000</u> |
| Total | <u>\$ 4,555,000</u> |

| <u>Business-Type</u> | <u>Principal</u> | <u>Interest</u> | <u>Total</u> |
|----------------------|----------------------|---------------------|----------------------|
| 2013 | \$ 737,080 | \$ 375,854 | \$ 1,112,934 |
| 2014 | 754,073 | 349,734 | 1,103,807 |
| 2015 | 771,670 | 323,006 | 1,094,676 |
| 2016 | 707,395 | 296,394 | 1,003,789 |
| 2017 | 698,768 | 272,105 | 970,873 |
| 2018 - 2022 | 3,785,226 | 978,205 | 4,763,431 |
| 2023 - 2027 | 2,741,182 | 382,879 | 3,124,061 |
| Thereafter | <u>320,316</u> | <u>19,956</u> | <u>340,272</u> |
| Total | <u>\$ 10,515,710</u> | <u>\$ 2,998,133</u> | <u>\$ 13,513,843</u> |

C. Notes Payable

The Town issued a note with the Dresden School District as part of an option to have the first right of refusal over the Hanover High School Property. Notes payable outstanding is as follows:

| | Serial Maturities Through | Interest Rate(s) % | Amount Outstanding as of 6/30/12 |
|--------------------------------------|---------------------------------|-----------------------|---|
| <u>Governmental Activities:</u> | | | |
| Dresden Hanover High Property Option | 08/10/23 | 0.00% | \$ 1,200,000 |
| Total Governmental Activities: | | | \$ 1,200,000 |

D. Changes in General Long-Term Liabilities

During the year ended June 30, 2012, the following changes occurred in long-term liabilities:

| | Total Balance 7/1/11 | Additions | Reductions | Total Balance 6/30/12 | Less Current Portion | Equals Long-Term Portion 6/30/12 |
|---------------------------------|----------------------------|--------------|--------------|-----------------------------|----------------------------|---|
| <u>Governmental Activities</u> | | | | | | |
| Bonds payable | \$ 4,785,000 | \$ - | \$ (230,000) | \$ 4,555,000 | \$ (225,000) | \$ 4,330,000 |
| Notes payable | 1,300,000 | - | (100,000) | 1,200,000 | (100,000) | 1,100,000 |
| OPEB liability | 516,934 | 167,645 | - | 684,579 | - | 684,579 |
| Other: | | | | | | |
| Accrued employee benefits | 1,732,944 | 83,549 | - | 1,816,493 | (181,649) | 1,634,844 |
| Capital lease payable | 289,781 | - | (73,446) | 216,335 | (68,584) | 147,751 |
| Totals | \$ 8,624,659 | \$ 251,194 | \$ (403,446) | \$ 8,472,407 | \$ (575,233) | \$ 7,897,174 |
| <u>Business-Type Activities</u> | | | | | | |
| Bonds payable | \$ 11,059,065 | \$ - | \$ (543,355) | \$ 10,515,710 | \$ (737,080) | \$ 9,778,630 |
| OPEB liability | 43,118 | 14,602 | - | 57,720 | - | 57,720 |
| Other: | | | | | | |
| SRF loan proceeds | 1,673,758 | 3,429,404 | - | 5,103,162 | * | (5,103,162) |
| Accrued employee benefits | 144,548 | 8,607 | - | 153,155 | (15,315) | 137,840 |
| Capital lease payable | 41,383 | - | (8,370) | 33,013 | (7,697) | 25,316 |
| Totals | \$ 12,961,872 | \$ 3,452,613 | \$ (551,725) | \$ 15,862,760 | \$ (5,863,254) | \$ 9,999,506 |

*See Note 17 for additional information.

14. Restricted Net Assets

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

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

15. Governmental Funds - Balances

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

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

The following types of fund balances are reported at June 30, 2012:

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

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

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

Assigned - Represents amounts that are constrained by the Town's intent to use these resources for a specific purpose. This fund balance classification includes general fund encumbrances that have been established by various Town departments for the expenditure of current year budgetary financial resources upon vendor performance in the subsequent budgetary period.

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

16. General Fund Unassigned Fund Balance

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

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

| | |
|------------------------------|---------------------|
| GAAP basis | \$ 1,365,076 |
| Deferred revenue | 263,781 |
| Allowance | (143,959) |
| Reserve for special purposes | (174,012) |
| Other GAAP adjustments | <u>173,293</u> |
| Tax Rate Setting balance | <u>\$ 1,484,179</u> |

17. Subsequent Events

Debt

Subsequent to June 30, 2012, the Town has incurred the following additional debt:

| | <u>Amount</u> | <u>Interest Rate</u> | <u>Issue Date</u> | <u>Maturity Date</u> |
|----------------------|---------------|----------------------|-------------------|----------------------|
| State revolving loan | \$ 4,235,000 | 2.55% | 11/19/12 | 07/01/27 |

The Town signed a loan agreement with the State of New Hampshire Water Pollution Control Revolving Fund Program in order to finance the Water Reclamation Facility Improvements Project. The \$ 5,103,162 presented as a current portion of long-term liabilities represents loan proceeds received in the prior year and current year. Of the \$ 5,103,162, a \$ 4,235,000 note was permanently issued subsequent to year end. As of the date of the financial statements, the remaining balance of \$ 868,162 is anticipated to be issued as a long term note in the future.

18. Commitments and Contingencies

Outstanding Legal Issues - There are several pending legal issues in which the Town is involved. The Town's management is of the opinion that the

potential future settlement of such claims would not materially affect its financial statements taken as a whole.

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

19. Post-Employment Healthcare and Life Insurance Benefits

Other Post-Employment Benefits

The Town implemented GASB Statement 45, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions*. Statement 45 requires governments to account for other post-employment benefits (OPEB), primarily healthcare, on an accrual basis rather than on a pay-as-you-go basis. The effect is the recognition of an actuarially required contribution as an expense on the statement of revenues, expenses, and changes in net assets when a future retiree earns their post-employment benefits, rather than when they use their post-employment benefit. To the extent that an entity does not fund their actuarially required contribution, a post-employment benefit liability is recognized on the Statement of Net Assets over time.

A. Plan Description

The Town provides its eligible retirees, including in some cases their beneficiaries (as governed by RSA 100-A:50), the ability to purchase health, dental, and prescription insurance at the Town's group rates. Although the Town does not supplement the cost of these plans, GASB Statement 45 requires the Town to recognize the liability for the inclusion of any implicit rate subsidies afforded its retirees. This subsidy is generated as a result of the basic nature of insurance - one risk group subsidizes another to arrive at a blended premium, therefore current employees who are young and healthy subsidized the older retirees. As of June 30, 2012, there were 71 retiree subscribers, including eligible spouses and dependents, and 119 active employees meet the eligibility requirements. The plan does not issue a separate financial report.

B. Benefits Provided

The Town provides medical, prescription drug, mental health/substance abuse, and life insurance to retirees and their covered dependents. All active employees who retire from the Town and meet the eligibility criteria will receive these benefits.

C. Funding Policy

Retirees contribute 100% of the cost of the health plan, as determined by the Town. The Town contributes the remainder of the health plan costs on a pay-as-you-go basis.

D. Annual OPEB Costs and Net OPEB Obligation

The Town's fiscal 2012 annual OPEB expense is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost per year and amortize the unfunded actuarial liability over a period of thirty years. The following table shows the components of the Town's annual OPEB cost for the year ending June 30, 2012, the amount actually contributed to the plan, and the change in the Town's net OPEB obligation based on an actuarial valuation as of July 1, 2011.

| | |
|---|-------------------|
| Annual Required Contribution (ARC) | \$ 345,590 |
| Interest on net OPEB obligation | 22,402 |
| Adjustment to ARC | <u>(23,200)</u> |
| Annual OPEB cost | 344,792 |
| Contributions made | <u>(162,545)</u> |
| Increase in net OPEB obligation | 182,247 |
| Net OPEB obligation - beginning of year | <u>560,052</u> |
| Net OPEB obligation - end of year | \$ <u>742,299</u> |

The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation were as follows:

| <u>Fiscal year ended</u> | Annual OPEB Cost | Percentage of OPEB Cost Contributed | Net OPEB Obligation |
|--------------------------|------------------------|---|------------------------|
| 2012 | \$ 344,792 | 47% | \$ 742,299 |
| 2011 | \$ 243,396 | 23% | \$ 560,052 |
| 2010 | \$ 243,396 | 23% | \$ 373,368 |
| 2009 | \$ 243,396 | 23% | \$ 186,684 |

E. Funded Status and Funding Progress

The funded status of the plan as of July 1, 2011, the date of the most recent actuarial valuation was as follows:

| | |
|---|---------------------|
| Actuarial accrued liability (AAL) | \$ 3,831,948 |
| Actuarial value of plan assets | <u>-</u> |
| Unfunded actuarial accrued liability (UAAL) | \$ <u>3,831,948</u> |
| Funded ratio (actuarial value of plan assets/AAL) | <u>0%</u> |
| Covered payroll (active plan members) | \$ <u>9,114,124</u> |
| UAAL as a percentage of covered payroll | <u>42%</u> |

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

F. Actuarial Methods and Assumptions

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

In the July 1, 2011 actuarial valuation the projected unit credit cost method was used. The actuarial value of assets was not determined as the Town has not advance funded its obligation. The actuarial assumptions included a 4% investment rate of return and an initial annual healthcare cost trend rate of 9% which decreases to a 5% long-term rate for all healthcare benefits after ten years. The amortization costs for the initial UAAL is a level percentage of payroll for a period of 30 years, on a closed basis. This has been calculated assuming the amortization payment increases at a rate of 2.5%.

20. Retirement System

The Town follows the provisions of GASB Statement No. 27, *Accounting for Pensions for State and Local Government Employees*, (as amended by GASB 50) with respect to the employees' retirement funds.

A. Plan Description

Full-time employees participate in the State of New Hampshire Retirement System (the System), a multiple-employer contributory pension plan and trust 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 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 within the State of New Hampshire are eligible and required to participate in the system. Full-time employees of political subdivisions, including counties, municipalities and school districts, are also eligible to participate as a group if the governing body of the political subdivision has elected participation.

The New Hampshire Retirement System, a Public Employees Retirement System (PERS), is divided into two membership groups. State or local employees and teachers belong to *Group I*. Police officers and firefighters belong to *Group II*. All assets are held in a single trust and are available to each group, funding policies, vesting requirements, contribution requirements and plan assets available to pay benefits are disclosed in the System's annual report available from the New Hampshire Retirement System located at 54 Regional Drive, Concord, New Hampshire 03301-8507.

B. Funding Policy

Plan members are required to contribute a percentage of their gross earnings to the pension plan, which the contribution rates are 7% for employees and 9.3% for police and fire. The Town makes annual contributions to the pension plan equal to the amount required by Revised Statutes Annotated 100-A:16, and is 19.95% for police, 22.89% for fire, and 8.80% for all other covered employees. The Town's contributions to the System for the years ended June 30, 2012, 2011, and 2010 were \$ 1,106,453, \$ 891,825 and \$ 828,431, respectively, which were equal to its annual required contributions for each of these years.

The payroll for employees covered by the System for the year ended June 30, 2012, was \$ 7,900,642.

21. Risk Management

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

22. Beginning Net Assets Restatement

The beginning (July 1, 2011) net assets of the Town have been restated as follows:

Government-Wide Financial Statements:

| | Governmental Activities | Sewer Fund |
|---|----------------------------|----------------------|
| As previously reported | \$ 30,250,052 | \$ 15,034,367 |
| Adjust for prior year fixed assets not reported | 258,971 | - |
| Adjust for SRF loan proceeds reclassified to a liability | - | (1,673,758) |
| As restated | <u>\$ 30,509,023</u> | <u>\$ 13,360,609</u> |

23. Implementation of New GASB Standards

The GASB has issued Statement 68 *Accounting and Financial Reporting for Pensions*, which is required to be implemented in fiscal year 2015. Management's current assessment is that this pronouncement will have a significant impact on the Town's basic financial statements by recognizing as a liability and expense, the Town's applicable portion of the New Hampshire Retirement System's actuarially accrued liability.

TOWN OF HANOVER, NEW HAMPSHIRE
SCHEDULE OF FUNDING PROGRESS
REQUIRED SUPPLEMENTARY INFORMATION

June 30, 2012
(Unaudited)

Other Post-Employment Benefits

| Actuarial Valuation Date | Actuarial Value of Assets <u>(a)</u> | Actuarial Accrued Liability (AAL) - Entry Age <u>(b)</u> | Unfunded AAL (UAAL) <u>(b-a)</u> | Funded Ratio <u>(a/b)</u> | Covered Payroll <u>(c)</u> | UAAL as a Percentage of Covered Payroll <u>[(b-a)/c]</u> |
|--------------------------|---|---|--|------------------------------|-------------------------------|---|
| 07/01/11 | \$ - | \$ 3,831,948 | \$ 3,831,948 | 0.0% | \$ 9,114,124 | 42.0% |
| 07/01/08 | \$ - | \$ 2,092,115 | \$ 2,092,115 | 0.0% | \$ 7,373,216 | 28.4% |

See Independent Auditors' Report.