

Audited Financial Statements and
Other Financial Information

Town of Acton, Maine

June 30, 2020



Proven Expertise & Integrity

TOWN OF ACTON, MAINE

CONTENTS

JUNE 30, 2020

	PAGE
INDEPENDENT AUDITORS' REPORT	1 - 3
MANAGEMENT'S DISCUSSION AND ANALYSIS	4 - 11
<u>BASIC FINANCIAL STATEMENTS</u>	
GOVERNMENT-WIDE FINANCIAL STATEMENTS	
STATEMENT A - STATEMENT OF NET POSITION	12 - 13
STATEMENT B - STATEMENT OF ACTIVITIES	14 - 15
FUND FINANCIAL STATEMENTS	
STATEMENT C - BALANCE SHEET - GOVERNMENTAL FUNDS	16
STATEMENT D - RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TO THE STATEMENT OF NET POSITION	17
STATEMENT E - STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS	18
STATEMENT F - RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES	19
STATEMENT G - STATEMENT OF NET POSITION - FIDUCIARY FUNDS	20
STATEMENT H - STATEMENT OF CHANGES IN NET POSITION - FIDUCIARY FUNDS	21
NOTES TO FINANCIAL STATEMENTS	22 - 64
<u>REQUIRED SUPPLEMENTARY INFORMATION</u>	
REQUIRED SUPPLEMENTARY INFORMATION DESCRIPTION	65
SCHEDULE 1 - BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS - BUDGET AND ACTUAL - GENERAL FUND	66

SCHEDULE 1A - BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS - BUDGET AND ACTUAL - EDUCATION FUND	67
SCHEDULE 2 - SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY	68
SCHEDULE 3 - SCHEDULE OF CONTRIBUTIONS - PENSIONS	69
SCHEDULE 4 - SCHEDULE OF CHANGES IN NET OPEB LIABILITY - MEABT PLAN	70
SCHEDULE 5 - SCHEDULE OF CHANGES IN NET OPEB LIABILITY AND RELATED RATIOS - MEABT PLAN	71
SCHEDULE 6 - SCHEDULE OF PROPORTIONATE SHARE OF THE NET OPEB LIABILITY - SET PLAN	72
SCHEDULE 7 - SCHEDULE OF CONTRIBUTIONS - OPEB	73
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION	74
<u>OTHER SUPPLEMENTARY INFORMATION</u>	
OTHER SUPPLEMENTARY INFORMATION DESCRIPTION	75
SCHEDULE A - BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS - BUDGET AND ACTUAL - GENERAL FUND REVENUES	76
SCHEDULE B - SCHEDULE OF DEPARTMENTAL OPERATIONS - GENERAL FUND	77 - 78
SCHEDULE C - COMBINING BALANCE SHEET - NONMAJOR GOVERNMENTAL FUNDS	79
SCHEDULE D - COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - NONMAJOR GOVERNMENTAL FUNDS	80
SPECIAL REVENUE FUNDS DESCRIPTION	81
SCHEDULE E - COMBINING BALANCE SHEET - NONMAJOR SPECIAL REVENUE FUNDS	82
SCHEDULE F - COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - NONMAJOR SPECIAL REVENUE FUNDS	83

PERMANENT FUNDS DESCRIPTION	84
SCHEDULE G - COMBINING BALANCE SHEET - NONMAJOR PERMANENT FUNDS	85
SCHEDULE H - COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - NONMAJOR PERMANENT FUNDS	86
GENERAL CAPITAL ASSETS DESCRIPTION	87
SCHEDULE I - SCHEDULE OF GENERAL CAPITAL ASSETS BY FUNCTION	88
SCHEDULE J - SCHEDULE OF CHANGES IN GENERAL CAPITAL ASSETS BY FUNCTION	89

FEDERAL COMPLIANCE

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <i>GOVERNMENT AUDITING STANDARDS</i>	90 - 91
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STATE COMPLIANCE

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS	92
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS	93
INDEPENDENT AUDITORS' REPORT ON STATE REQUIREMENTS	94
RECONCILIATION OF AUDIT ADJUSTMENTS TO ANNUAL FINANCIAL DATA SUBMITTED TO THE MAINE EDUCATION FINANCIAL SYSTEM	95



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INDEPENDENT AUDITORS' REPORT

Selectboard
Town of Acton
Acton, Maine

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the Town of Acton, Maine as of and for the year ended June 30, 2020 and the related notes to the financial statements, which collectively comprise the Town of Acton, Maine'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.

Auditors' Responsibility

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

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of the Town of Acton, Maine as of June 30, 2020 and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information and pension and OPEB information on pages 4 through 11 and 66 through 74 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Acton, Maine's basic financial statements. The Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - General Fund Revenues, Schedule of Departmental Operations - General Fund, combining and individual nonmajor fund financial statements and capital asset schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 20-A MRSA §6051, Sub-chapter 1(K) of the Maine Revised Statutes as amended and is also not a required part of the basic financial statements

The Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - General Fund Revenues, Schedule of Departmental Operations - General Fund, combining and individual nonmajor fund financial statements, capital asset schedules

and the schedule of expenditures of federal awards are the responsibility of management and were derived from and related 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 Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - General Fund Revenues, Schedule of Departmental Operations - General Fund, combining and individual nonmajor fund financial statements, capital asset schedules and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 23, 2020, on our consideration of the Town of Acton, Maine's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Acton, Maine's internal control over financial reporting and compliance.

RHR Smith & Company

Buxton, Maine
October 23, 2020

**REQUIRED SUPPLEMENTARY INFORMATION
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2020**

(UNAUDITED)

The following management's discussion and analysis of the Town of Acton, Maine's financial performance provides an overview of the Town's financial activities for the fiscal year ended June 30, 2020. Please read it in conjunction with the Town's financial statements.

Financial Statement Overview

The Town of Acton's basic financial statements include the following components: 1) government-wide financial statements, 2) fund financial statements and 3) notes to the financial statements. This report also includes required supplementary information which consists of the general fund budgetary comparison schedule, the education fund budgetary comparison information, pension and OPEB information and other supplementary information which includes combining and other schedules.

Basic Financial Statements

The basic financial statements include financial information in two differing views: the government-wide financial statements and the fund financial statements. These basic financial statements also include the notes to financial statements that explain in more detail certain information in the financial statements and also provide the user with the accounting policies used in the preparation of the financial statements.

Government-Wide Financial Statements

The government-wide financial statements provide a broad view of the Town's operations in a manner that is similar to private businesses. These statements provide both short-term as well as long-term information in regards to the Town's financial position. These financial statements are prepared using the accrual basis of accounting. This measurement focus takes into account all revenues and expenses associated with the fiscal year regardless of when cash is received or paid. The government-wide financial statements include the following two statements:

The Statement of Net Position - this statement presents *all* of the government's assets, deferred outflows of resources, liabilities and deferred inflows of resources with the difference being reported as net position.

The Statement of Activities - this statement presents information that shows how the government's net position changed during the period. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the related cash flows.

Both of the above-mentioned financial statements have one column for the Town's activities. The type of activity presented for the Town of Acton is:

- *Governmental activities* - the activities in this section are mostly supported by taxes and intergovernmental revenues (federal and state grants). All of the Town's basic services are reported in governmental activities, which include general government, public safety, public works, social services, recreation, general assistance, education and other expenses.

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. The Town of Acton, like other local governments uses fund accounting to ensure and demonstrate compliance with financial related legal requirements. All of the funds of the Town of Acton can be divided into two categories: governmental funds and fiduciary funds.

Governmental funds: All of the basic services provided by the Town are financed through governmental funds. Governmental funds are used to account for essentially the same functions reported in governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, the governmental fund financial statements focus on near-term inflows and outflows of spendable resources. They also focus on the balance of spendable resources available at the end of the fiscal year. Such information will be useful in evaluating the government's near-term financing requirements. This approach is known as the current financial resources measurement focus and the modified accrual basis of accounting. Under this approach, revenues are recorded when cash is received or when susceptible to accrual. Expenditures are recorded when liabilities are incurred and due. These statements provide a detailed short-term view of the Town's finances to assist in determining whether there will be adequate financial resources available to meet the current needs of the Town.

Because the focus of governmental funds is narrower than that of 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 funds balance sheet and the governmental funds statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities. These reconciliations are presented on the page immediately following each governmental fund financial statement.

The Town of Acton presents three columns in the governmental funds balance sheet and the governmental funds statement of revenues, expenditures and changes in fund balances. The Town's major governmental funds are the general fund and the education fund. All other funds are shown as nonmajor and are combined in the "Other Governmental Funds" column on these statements.

The general fund and the education fund are the only funds for which the Town legally adopted a budget. The Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - General Fund and the Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - Education Fund provide a comparison of the original and final budget and the actual expenditures for the current year.

Fiduciary Funds: These funds are used to account for resources held for the benefit of parties outside the Town of Acton. These funds are not reflected in the government-wide financial statements because the resources of these funds are not available to support the Town's own programs. The accounting used for fiduciary funds are much like that of proprietary funds. They use the accrual basis of accounting.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the Government-Wide and the Fund Financial Statements. The Notes to Financial Statements can be found following the Statement of Changes in Net Position - Fiduciary Funds.

Required Supplementary Information

The basic financial statements are followed by a section of required supplementary information, which includes a Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - General Fund, a Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - Education Fund, a Schedule of Proportionate Share of the Net Pension Liability, a Schedule of Contributions - Pensions, a Schedule of Changes in Net OPEB Liability - MEABT Plan, a Schedule of Changes in Net OPEB Liability and Related Ratios - MEABT Plan, a Schedule of Proportionate Share of the Net OPEB Liability - SET Plan, a Schedule of Contributions - OPEB and Notes to Required Supplementary Information

Other Supplementary Information

Other supplementary information follows the required supplementary information. These combining and other schedules provide information in regards to nonmajor funds, capital asset activity and other detailed budgetary information for the general fund and the education fund.

Government-Wide Financial Analysis

Our analysis below focuses on the net position and changes in net position of the Town's governmental activities. The Town's total net position for governmental activities increased by \$423,426 from \$7,251,942 to \$7,675,368.

Unrestricted net position - the part of net position that can be used to finance day-to-day operations without constraints established by debt covenants, enabling legislation or other legal requirements - increased to a balance of \$2,197,827 at the end of this year.

**Table 1
Town of Acton, Maine
Net Position
June 30,**

	Governmental Activities	
	2020	2019
Assets:		
Current Assets	\$ 5,465,460	\$ 4,862,246
Noncurrent Assets - Capital Assets	3,812,230	3,743,002
Total Assets	<u>9,277,690</u>	<u>8,605,248</u>
Deferred Outflows of Resources:		
Deferred Outflows Related to Pensions	134,116	164,040
Total Deferred Outflows of Resources	<u>155,690</u>	<u>164,040</u>
Liabilities:		
Current Liabilities	901,056	648,410
Noncurrent Liabilities	776,310	785,043
Total Liabilities	<u>1,677,366</u>	<u>1,433,453</u>
Deferred Inflows of Resources:		
Prepaid Taxes	20,822	21,374
Deferred Inflows Related to Pensions	46,556	46,598
Deferred Inflows Related to OPEB	13,268	15,921
Total Deferred Inflows of Resources	<u>80,646</u>	<u>83,893</u>
Net Position:		
Net Investment in Capital Assets	3,497,209	3,362,295
Restricted:		
General Fund	81,028	88,058
Education Fund	1,764,064	1,621,429
Permanent Funds	95,407	114,778
Unrestricted	2,197,827	2,065,382
Total Net Position	<u>\$ 7,675,368</u>	<u>\$ 7,251,942</u>

Revenues and Expenses

Revenues for the Town's governmental activities decreased by 1.84%, while total expenses decreased by 1.12%. The decrease in revenues was primarily due to all revenue categories with the exception of property taxes and grants and contributions not restricted to specific programs, while the decrease in expenditures was primarily due to public safety, public works and education.

Table 2
Town of Acton, Maine
Changes in Net Position
For the Years Ended June 30,

	Governmental Activities	
	2020	2019
Revenues		
<i>Program Revenues:</i>		
Charges for services	\$ 273,604	\$ 290,398
Operating grants and contributions	716,303	955,054
<i>General Revenues:</i>		
Property taxes	6,947,628	6,864,029
Excise taxes	604,419	639,451
Grants and contributions not restricted to specific programs	538,293	472,300
Investment income	40,877	50,582
Other income	133,977	156,397
Total revenues	9,255,101	9,428,211
Expenses		
General government	864,635	787,698
Public safety	634,869	745,312
Public works	789,695	934,005
Social services	71,186	74,988
Recreation	11,932	20,712
General assistance	1,116	326
Education	5,538,008	5,635,828
County tax	309,238	303,225
Interest on debt service	-	9,723
Other expenses	237,439	23,352
State of Maine on-behalf payments	342,156	364,862
Unallocated depreciation (Note 4)	31,401	32,012
Total expenses	8,831,675	8,932,043
Change in Net Position	423,426	496,168
Net Position - July 1	7,251,942	6,755,774
Net Position - June 30	\$ 7,675,368	\$ 7,251,942

Financial Analysis of the Town's Fund Statements

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

Table 3
Town of Acton, Maine
Fund Balances - Governmental Funds
June 30,

	<u>2020</u>	<u>2019</u>	<u>Increase/ (Decrease)</u>
Major Funds:			
General Fund:			
Nonspendable	\$ -	\$ 3,063	\$ (3,063)
Restricted	81,028	88,058	(7,030)
Committed	422,682	311,449	111,233
Assigned	60,089	60,089	-
Unassigned	1,889,333	1,718,959	170,374
Education Fund:			
Nonspendable	10,462	28,774	(18,312)
Restricted	1,764,064	1,621,429	142,635
Total Major Funds	<u>\$ 4,227,658</u>	<u>\$ 3,831,821</u>	<u>\$ 395,837</u>
Nonmajor Funds:			
Special Revenue Funds:			
Restricted	\$ 39,833	\$ -	\$ 39,833
Unassigned	(2,057)	(454)	(1,603)
Permanent Funds:			
Restricted	95,407	114,778	(19,371)
Total Nonmajor Funds	<u>\$ 133,183</u>	<u>\$ 114,324</u>	<u>\$ 18,859</u>

The changes to total fund balances for the general fund, education fund and nonmajor funds occurred due to the regular activity of operations.

Budgetary Highlights

The significant difference between the original and final budget for the general fund was the use of restricted, committed and unassigned fund balances as well as applied revenues.

The general fund actual revenues exceeded the budget by \$406,193. All revenue categories exceeded budgeted amounts.

The general fund actual expenditures were under budget by \$242,879. All expenditures categories were under budgeted amounts.

There was no difference between the original and final budget for the education fund.

The education fund actual revenues were less than the budget by \$546. All revenue categories exceeded budgeted amounts with the exception of charges for services.

The education fund actual expenditures were under budget by \$461,042. All expenditures categories were under budgeted amounts.

Capital Asset and Debt Administration

Capital Assets

As of June 30, 2020, the net book value of capital assets recorded by the Town increased by \$69,228 from the prior year. This increase is the result of additions of \$389,638 less net disposals of \$5,098 and current year depreciation of \$315,312.

**Table 4
Town of Acton, Maine
Capital Assets (Net of Depreciation)
June 30,**

	2020	2019
Land	\$ 290,365	\$ 290,365
Land improvements	335,889	341,197
Buildings and improvements	1,828,861	1,960,593
Machinery and equipment	189,007	161,380
Vehicles	516,766	605,656
Furniture and fixtures	2,234	4,465
Infrastructure	649,108	379,346
Total	\$ 3,812,230	\$ 3,743,002

Debt

At June 30, 2020, the Town had \$315,021 in notes from direct borrowings payable versus \$380,707 as of June 30, 2019. Refer to Note 5 of Notes to Financial Statements for more detailed information.

Economic Factors and Next Year's Budgets and Rates

The Town has maintained a sufficient unassigned fund balance to sustain government operations for a period of approximately three months, while also maintaining reserve accounts for future operational, capital and program needs.

The outbreak of COVID-19 has been declared a pandemic and led to a national state of emergency in the United States. Refer to Note 1 of Notes to Financial Statements for more detailed information.

At present it is not possible, with any degree of certainty, to estimate the impact of COVID-19 on the revenues, expenditures, budget or overall financial position of the Town of Acton. No assurance can be given regarding future events or impacts because these actions and events are unpredictable or unknowable at this time and are outside the control of the Town.

Requests for Information

This financial report is designed to provide our citizens, taxpayers, customers and investors and creditors with a general overview of the Town's finances and to show the Town's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Town Treasurer's Office at 35 H Road, Acton, Maine 04001.

TOWN OF ACTON, MAINE
STATEMENT OF NET POSITION
JUNE 30, 2020

	<u>Governmental Activities</u>
ASSETS	
Current assets:	
Cash and cash equivalents	\$ 4,913,187
Investments	44,019
Accounts receivable (net of allowance for uncollectibles):	
Taxes	274,381
Liens	88,995
Other	81,553
Due from other governments	52,863
Inventory	7,969
Prepaid items	2,493
Total current assets	<u>5,465,460</u>
Noncurrent assets:	
Capital assets:	
Land and other non-depreciable assets	290,365
Infrastructure, buildings and vehicles, net of accumulated depreciation	<u>3,521,865</u>
Total noncurrent assets	<u>3,812,230</u>
TOTAL ASSETS	<u><u>9,277,690</u></u>
DEFERRED OUTFLOWS OF RESOURCES	
Deferred outflows related to pensions	<u>134,116</u>
TOTAL DEFERRED OUTFLOWS OF RESOURCES	<u>155,690</u>
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	<u><u>\$ 9,433,380</u></u>

STATEMENT A (CONTINUED)
TOWN OF ACTON, MAINE

STATEMENT OF NET POSITION
JUNE 30, 2020

	<u>Governmental Activities</u>
LIABILITIES	
Current liabilities:	
Accounts payable	\$ 376,321
Accrued payroll and expenses	268,173
Escrow	11,012
Current portion of long-term obligations	245,550
Total current liabilities	<u>901,056</u>
Noncurrent liabilities:	
Noncurrent portion of long-term obligations:	
Notes from direct borrowings payable	247,762
Net pension liability	172,426
Net OPEB liability	356,122
Total noncurrent liabilities	<u>776,310</u>
TOTAL LIABILITIES	<u>1,677,366</u>
DEFERRED INFLOWS OF RESOURCES	
Prepaid taxes	20,822
Deferred inflows related to pensions	46,556
Deferred inflows related to OPEB	13,268
TOTAL DEFERRED INFLOWS OF RESOURCES	<u>80,646</u>
NET POSITION	
Net investment in capital assets	3,497,209
Restricted: General fund	81,028
Education fund	1,764,064
Permanent funds	95,407
Unrestricted	2,197,827
TOTAL NET POSITION	<u>7,675,368</u>
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND NET POSITION	<u><u>\$ 9,433,380</u></u>

See accompanying independent auditors' report and notes to financial statements.

TOWN OF ACTON, MAINE

STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2020

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Total Governmental Activities
Governmental activities:					
General government	\$ 864,635	\$ 147,663	\$ -	\$ -	\$ (716,972)
Public safety	634,869	105,589	-	-	(529,280)
Public works	789,695	-	51,788	-	(737,907)
Social services	71,186	-	-	-	(71,186)
Recreation	11,932	-	-	-	(11,932)
General assistance	1,116	-	-	-	(1,116)
Education	5,538,008	20,352	322,359	-	(5,195,297)
County tax	309,238	-	-	-	(309,238)
Other expenses	237,439	-	-	-	(237,439)
State of Maine on-behalf payments	342,156	-	342,156	-	-
Unallocated depreciation (Note 4)*	31,401	-	-	-	(31,401)
Total governmental activities	<u>\$ 8,831,675</u>	<u>\$ 273,604</u>	<u>\$ 716,303</u>	<u>\$ -</u>	<u>(7,841,768)</u>

* This amount excludes the depreciation that is included in the direct expenses of the various programs.

STATEMENT B (CONTINUED)
TOWN OF ACTON, MAINE

STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2020

	Governmental Activities
Changes in net position:	
Net (expense) revenue	(7,841,768)
General revenues:	
Taxes:	
Property taxes, levied for general purposes	6,947,628
Excise taxes	604,419
Grants and contributions not restricted to specific programs	538,293
Investment income	40,877
Other income	133,977
Total general revenues	8,265,194
Change in net position	423,426
Net position - July 1	7,251,942
Net position - June 30	\$ 7,675,368

See accompanying independent auditors' report and notes to financial statements.

TOWN OF ACTON, MAINE

BALANCE SHEET - GOVERNMENTAL FUNDS
JUNE 30, 2020

	General Fund	Education Fund	Other Governmental Funds	Total Governmental Funds
ASSETS				
Cash and cash equivalents	\$ 4,626,211	\$ 227,586	\$ 59,390	\$ 4,913,187
Investments	-	-	44,019	44,019
Accounts receivable (net of allowance for uncollectibles):				
Taxes	274,381	-	-	274,381
Liens	88,995	-	-	88,995
Other	81,553	-	-	81,553
Due from other governments	-	-	52,863	52,863
Inventory	-	7,969	-	7,969
Prepaid items	-	2,493	-	2,493
Due from other funds	-	2,296,826	-	2,296,826
TOTAL ASSETS	\$ 5,071,140	\$ 2,534,874	\$ 156,272	\$ 7,762,286
LIABILITIES				
Accounts payable	\$ 53,243	\$ 321,538	\$ 1,540	\$ 376,321
Accrued payroll and expenses	7,654	260,519	-	268,173
Escrow	3,010	-	8,002	11,012
Accrued compensated absences	-	178,291	-	178,291
Due to other funds	2,283,279	-	13,547	2,296,826
TOTAL LIABILITIES	2,347,186	760,348	23,089	3,130,623
DEFERRED INFLOWS OF RESOURCES				
Prepaid taxes	20,822	-	-	20,822
Deferred tax revenue	250,000	-	-	250,000
TOTAL DEFERRED INFLOWS OF RESOURCES	270,822	-	-	270,822
FUND BALANCES				
Nonspendable	-	10,462	-	10,462
Restricted	81,028	1,764,064	135,240	1,980,332
Committed	422,682	-	-	422,682
Assigned	60,089	-	-	60,089
Unassigned	1,889,333	-	(2,057)	1,887,276
TOTAL FUND BALANCES	2,453,132	1,774,526	133,183	4,360,841
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	\$ 5,071,140	\$ 2,534,874	\$ 156,272	\$ 7,762,286

See accompanying independent auditors' report and notes to financial statements.

TOWN OF ACTON, MAINE

RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TO THE STATEMENT OF NET POSITION
JUNE 30, 2020

	Total Governmental Funds
	Funds
Total Fund Balances	\$ 4,360,841
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds, net of accumulated depreciation	3,812,230
Other long-term assets are not available to pay for current-period expenditures and therefore are deferred in the funds shown above:	
Taxes and liens receivable	250,000
Deferred outflows of resources related are not financial resources and therefore are not reported in the funds:	
Pensions	134,116
OPEB	21,574
Long-term obligations are not due and payable in the current period and therefore are not reported in the funds:	
Notes from direct borrowings payable	(315,021)
Net pension liability	(172,426)
Net OPEB liability	(356,122)
Deferred inflows of resources related are not financial resources and therefore are not reported in the funds:	
Pensions	(46,556)
OPEB	(13,268)
	\$ 7,675,368
Net position of governmental activities	

See accompanying independent auditors' report and notes to financial statements.

TOWN OF ACTON, MAINE

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2020

	General Fund	Education Fund	Other Governmental Funds	Total Governmental Funds
REVENUES				
Taxes:				
Property taxes	\$ 2,049,628	\$ 4,960,000	\$ -	\$ 7,009,628
Excise taxes	604,419	-	-	604,419
Intergovernmental revenues:				
State revenue sharing	129,121	-	-	129,121
Education subsidy	-	322,359	-	322,359
Homestead exemption	120,199	-	-	120,199
Local road assistance	51,788	-	-	51,788
Other	36,162	-	252,811	288,973
State of Maine on-behalf payments	-	260,149	-	260,149
Charges for services	253,252	20,352	-	273,604
Investment income, net of unrealized gains/(losses)	55,103	3,145	(17,371)	40,877
Other revenue	129,620	4,357	-	133,977
TOTAL REVENUES	3,429,292	5,570,362	235,440	9,235,094
EXPENDITURES				
Current:				
General government	879,081	-	-	879,081
Public safety	669,304	-	-	669,304
Public works	981,418	-	-	981,418
Social services	71,186	-	-	71,186
Recreation	10,996	-	-	10,996
General assistance	1,116	-	-	1,116
Education	-	5,185,890	214,581	5,400,471
County tax	309,238	-	-	309,238
Other	235,439	-	2,000	237,439
State of Maine on-behalf payments	-	260,149	-	260,149
TOTAL EXPENDITURES	3,157,778	5,446,039	216,581	8,820,398
NET CHANGE IN FUND BALANCES	271,514	124,323	18,859	414,696
FUND BALANCES - JULY 1	2,181,618	1,650,203	114,324	3,946,145
FUND BALANCES - JUNE 30	\$ 2,453,132	\$ 1,774,526	\$ 133,183	\$ 4,360,841

See accompanying independent auditors' report and notes to financial statements.

TOWN OF ACTON, MAINE

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, 2020

Net change in fund balances - total governmental funds (Statement E)	<u>\$ 414,696</u>
Amounts reported for governmental activities in the Statement of Activities (Statement B) are different because:	
Governmental funds report capital outlays as expenditures while governmental activities report depreciation expense allocated to those expenditures over the life of the assets:	
Capital asset acquisitions	389,638
Capital asset disposals	(5,098)
Depreciation expense	<u>(315,312)</u>
	<u>69,228</u>
Revenues in the Statement of Activities that do not provide current financial resources as revenues in the funds:	
Taxes and liens receivable	<u>(62,000)</u>
Deferred outflows of resources are a consumption of net position by the government that are applicable to a future reporting period and therefore are not reported in the funds:	
Pensions	(29,924)
OPEB	<u>21,574</u>
	<u>(8,350)</u>
Repayment of long-term debt principal is an expenditure in the governmental funds, but the repayment reduces long-term obligations in the Statement of Net Position	<u>65,686</u>
Deferred inflows of resources are an acquisition of net position by the government that are applicable to a future reporting period and therefore are not reported in the funds:	
Pensions	42
OPEB	<u>2,653</u>
	<u>2,695</u>
Some expenses reported in the Statement of Activities do not require the use of current resources and therefore are not reported as expenditures in governmental funds:	
Net pension liability	(17,343)
Net OPEB liability	<u>(41,186)</u>
	<u>(58,529)</u>
Change in net position of governmental activities (Statement B)	<u>\$ 423,426</u>

See accompanying independent auditors' report and notes to financial statements.

TOWN OF ACTON, MAINE

STATEMENT OF NET POSITION - FIDUCIARY FUNDS
JUNE 30, 2020

	Custodial Funds	Private-Purpose Trust Funds <u>Scholarship Funds</u>
ASSETS		
Cash and cash equivalents	\$ 12,769	\$ 15,417
Investments	-	2,738
TOTAL ASSETS	<u>\$ 12,769</u>	<u>\$ 18,155</u>
LIABILITIES		
Deposits held for others	\$ 12,769	\$ -
TOTAL LIABILITIES	<u>\$ 12,769</u>	<u>\$ -</u>
NET POSITION		
Reserved for scholarships		18,155
TOTAL NET POSITION		<u>18,155</u>
TOTAL LIABILITIES AND NET POSITION		<u>\$ 18,155</u>

See accompanying independent auditors' report and notes to financial statements.

TOWN OF ACTON, MAINE

STATEMENT OF CHANGES IN NET POSITION - FIDUCIARY FUNDS
JUNE 30, 2020

	Private-Purpose Trust Funds <u>Scholarship Funds</u>
ADDITIONS	
Interest income	<u>\$ 8</u>
TOTAL ADDITIONS	<u> 8</u>
DEDUCTIONS	
Scholarship awards	<u> 7,275</u>
TOTAL DEDUCTIONS	<u> 7,275</u>
CHANGE IN NET POSITION	(7,267)
NET POSITION - JULY 1	<u> 25,422</u>
NET POSITION - JUNE 30	<u><u> \$ 18,155</u></u>

See accompanying independent auditors' report and notes to financial statements.

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

The Town of Acton was incorporated under the laws of the State of Maine. The Town operates under the selectmen form of government and provides the following services: general government, public safety, public works, social services, recreation, general assistance and education.

The Town's financial statements are prepared in accordance with generally accepted accounting principles (GAAP). The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations).

The Town's combined financial statements include all accounts and all operations of the Town. We have determined that the Town has no component units as described in GASB Statement No. 14 and amended by GASB Statements No. 39 and No. 61.

COVID-19 Outbreak

The outbreak of COVID-19, a respiratory disease caused by a new strain of coronavirus, has been declared a pandemic by the World Health Organization and led to a national state of emergency in the United States. The State of Maine, along with other state and local governments, declared states of emergency and issued multiple public health emergency orders that severely restrict movement and limit businesses and activities to essential functions. These actions and effects of COVID-19 have disrupted economic activity at all levels and impacted the processes and procedures for almost all businesses, including municipal and quasi-municipal entities.

In response to the health crisis created by COVID-19 since early March, the Governor of Maine issued multiple executive orders and declarations to protect the public health in an effort to reduce community spread of the virus and protect citizens. These measures have included, among others, closing or restricting access to certain business and activities, issuing a "stay at home" directive for most citizens, restricting nonessential travel and limiting movement of all persons in Maine to those necessary to obtain or provide essential services or activities. As of the date of this report, the state of emergency was extended to October 29, 2020 and may be further extended if circumstances warrant. While steps toward reopening the State have begun, the speed and scope of the reopening process will depend upon progress toward limiting the continued spread of the disease.

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Impact on and Results of Operations

On March 17, 2020 Maine LD 2167 was issued and executed by the Governor of Maine. Among other measures, this LD gave guidance concerning municipal budgets and the election process during the state of emergency. The Town used a secret ballot referendum to approve the fiscal year 2021 budget. In accordance with Executive Order 39, issued by the Governor of Maine on April 10, 2020, primary elections (and all applicable dates in coordination with it) were suspended from June 9 to July 14.

In accordance with Executive Order 19, issued by the Governor of Maine on March 24, 2020, Town facilities were temporarily closed to the public and all nonessential services to its inhabitants were suspended as of March 13, 2020. The town office reopened by appointment on May 1, 2020 and for walk in business on June 1, 2020. The Town was required to reduce its staff by four hourly employees between March 13, 2020 and May 1, 2020. These employees were paid their normal hours during this time.

Tax and excise tax 60-day deferred revenue extended

Closures and/or reduced hours of Town facilities have provided limited ability for some taxpayers to remit payments for property and excise taxes that generally would have occurred during the current fiscal year. Executive Order 53, issued by the Governor of Maine on May 12, 2020 (and corrected on May 26 and June 26) allowed municipal officers to extend both tax due dates and interest dates for the fiscal year 2019 property taxes due as well as the option to delay property tax lien filing dates until after the state of emergency has expired. The Town did not extend its tax due dates. In consideration of the Town's actions in accordance with this Executive Order, the Town determined that revenue recognition for these revenues, as well as certain excise taxes, will be extended for this one fiscal year from the normal 60-day period to a 90-day period from the date of the fiscal year end.

Impact on Finances

The Town does not currently anticipate any additional FY 2020 expenditures due to COVID-19 that would not be covered by existing resources including authorized Coronavirus, Aid, Relief and Economic Security ("CARES") Act funding and applicable Federal and /or State programs.

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Expected Federal/State Support

The Town may have to take action to meet certain requirements to receive any additional Federal or State funding for budgetary or economic relief related to the challenges presented by COVID-19. However, the Town expects that if those actions are necessary, that the Town would qualify and satisfy the various conditions required to receive applicable Federal or State funds.

Conclusion

The ongoing effects of COVID-19, including the financial impact to the Town and its inhabitants, may change significantly as events and circumstances evolve locally, nationally and worldwide. At present it is not possible, with any degree of certainty, to estimate the impact of COVID-19 on the revenues, expenditures, budget or overall financial position of the Town. No assurance can be given regarding future events or impacts because these actions and events are unpredictable or unknowable at this time and are outside the control of the Town.

Implementation of New Accounting Standards

During the year ended June 30, 2020, the following statements of financial accounting standards issued by the Governmental Accounting Standards Board became effective:

Statement No. 95 "Postponement of the Effective Dates of Certain Authoritative Guidance." The primary objective of this Statement is to provide temporary relief to governments and other stakeholders in light of the COVID-19 pandemic. That objective is accomplished by postponing the effective dates of certain provisions in Statements and Implementation Guides that first became effective or are scheduled to become effective for periods beginning after June 15, 2018 and later. (The following pronouncements exclude Statements No. 83 and No. 88 which were implemented prior to this Statement).

The effective dates of certain provisions contained in the following pronouncements are postponed by one year: Statement No. 84, Fiduciary Activities; Statement No. 89, Accounting for Interest Cost Incurred before the End of a Construction Period; Statement No. 90, Majority Equity Interests; Statement No. 91, Conduit Debt Obligations; Statement No. 92, Omnibus 2020; Statement No. 93, Replacement of Interbank Offered Rates; Implementation Guide No. 2017-3, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions (and Certain Issues Related to OPEB Plan Reporting); Implementation Guide No. 2018-

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

1, Implementation Guidance Update-2018; Implementation Guide No. 2019-1, Implementation Guidance Update-2019 and Implementation Guide No. 2019-2, Fiduciary Activities. The effective dates of the following pronouncements are postponed by 18 months: Statement No. 87, Leases and Implementation Guide No. 2019-3, Leases.

Statement No. 97 "Certain Component Unit Criteria (paragraphs 4 & 5)." The primary objectives of paragraphs 4 & 5 in this Statement are to increase consistency and comparability related to the reporting of fiduciary component units in circumstances in which a potential component unit does not have a governing board and the primary government performs the duties that a governing board typically would perform. Management has determined the impact of this Statement is not material to the financial statements.

Government-Wide and Fund Financial Statements

The Town's basic financial statements include both government-wide (reporting the Town as a whole) and fund financial statements (reporting the Town's major funds).

Both the government-wide and fund financial statements categorize primary activities as either governmental or business-type. All activities of the Town are categorized as governmental.

In the government-wide Statement of Net Position, the governmental activities column is (a) presented on a consolidated basis by column and (b) is reported on a full accrual, economic resources basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Town's net position is reported in three parts - net investment in capital assets; restricted net position and unrestricted net position. The Town first utilizes restricted resources to finance qualifying activities.

The government-wide Statement of Activities reports both the gross and net cost of each of the Town's functions (general government, public safety, etc.) excluding fiduciary activities. The functions are also supported by general government revenues (property taxes, certain intergovernmental revenues, miscellaneous revenues, etc.). The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, operating and capital grants. Program revenues must be directly associated with the function. Operating grants include operating-specific and discretionary (either operating or capital) grants while the capital grants column reflects capital-specific grants. For the most part, the interfund activity has been eliminated from these government-wide financial statements.

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

The net costs (by function) are normally covered by general revenue (taxes, certain intergovernmental revenues and charges for services, etc.).

The Town does not allocate indirect costs. All costs are charged directly to the corresponding department.

The government-wide focus is more on the sustainability of the Town as an entity and the change in the Town's net position resulting from the current year's activities.

Measurement Focus - Basic Financial Statements and Fund Financial Statements

The financial transactions of the Town are reported in the individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprise its assets, deferred outflows of resources, liabilities, deferred inflows of resources, fund balances, revenues and expenditures/expenses. The various funds are reported by generic classification within the financial statements. The following fund types are used by the Town:

1. Governmental Funds:

The focus of the governmental fund's measurement (in the fund statements) is upon determination of financial position (sources, uses and balances of financial resources) rather than upon net income. The following is a description of the governmental funds of the Town:

Major Funds

- a. The General Fund is the general operating fund of the Town. It is used to account for all financial resources except those required to be accounted for in another fund.
- b. The Education Fund is used to account for financial resources to be used for education by the school department. The primary revenue sources are property tax revenue and intergovernmental revenue.

Nonmajor Funds

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

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

- d. Permanent Funds are used to account for assets held by the Town that are legally restricted pursuant to Title 30-A, §5653 of the Maine State Statutes, as amended and unless otherwise specified, only earnings and not principal, may be used for purposes that benefit the Town or its citizenry. The Town's policy for authorizing and spending investment income follows State statutes.

2. Fiduciary Funds:

Fiduciary funds are used to report assets held in a trustee or agency capacity for others and therefore are not available to support Town programs. The reporting focus is on net position and changes in net position and is reported using accounting principles similar to proprietary funds.

The Town's fiduciary funds are presented in the fiduciary fund financial statements by type (custodial and private-purpose). Since by definition these assets are being held for the benefit of a third party (other local governments, private parties, etc.) and cannot be used to address activities or obligations of the government, these funds are not incorporated into the government-wide financial statements. The Town has no component units that are fiduciary in nature.

The emphasis in fund financial statements is on the major funds in the governmental activity category. Nonmajor funds by category are summarized into a single column, GASB Statement No. 34 sets forth minimum criteria (percentage of the assets, deferred outflows of resources, liabilities, deferred inflows of resources, revenues or expenses of either the fund category or the governmental and enterprise combined) for the determination of major funds. The nonmajor funds are combined in a column in the fund financial statements.

Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

1. Accrual

Governmental activities in the government-wide financial statements and fiduciary fund financial statements are presented on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred.

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Modified Accrual

The governmental fund financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., both measurable and available. "Available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred. The exception to this general rule is that principal and interest on general obligation long-term debt, if any, is recognized when due.

Budget

The Town's policy is to adopt an annual budget for operations. The budget is presented on the modified accrual basis of accounting which is consistent with generally accepted accounting principles.

In accordance with Governmental Accounting Standards Board Statement No. 24, *Accounting and Reporting for Certain Grants and Other Financial Assistance*, payments made by the State of Maine to the Maine State Public Employees Retirement System for teachers and certain other school employees are reported as offsetting revenues and expenditures of the education fund.

Revenues per budgetary basis	\$ 5,310,213
Add: On-behalf payments	260,149
Total GAAP basis	<u>\$ 5,570,362</u>
Expenditures per budgetary basis	\$ 5,185,890
Add: On-behalf basis	260,149
Total GAAP basis	<u>\$ 5,446,039</u>

The following procedures are followed in establishing budgetary data reflected in the financial statements:

1. Early in the first half of the year the Town prepares a budget for the fiscal year beginning July 1. The operating budget includes proposed expenditures and the means of financing them.
2. A meeting of the inhabitants of the Town was called for the purpose of adopting the proposed budget after public notice of the meeting was given.
3. The budget was adopted subsequent to passage by the inhabitants of the Town.

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Deposits and Investments

The Town's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition.

It is the Town's policy to value investments at fair value. None of the Town's investments are reported at amortized cost. The Town Treasurer is authorized by State Statutes to invest all excess funds in the following:

- Obligations of the U.S. Government, its agencies and instrumentalities
- Certificates of deposits and other evidences of deposits at banks, savings and loan associations and credit unions
- Repurchase agreements
- Money market mutual funds

The Town of Acton has a formal investment policy and also follows the State of Maine Statutes.

Receivables

Receivables include amounts due from governmental agencies and ambulance receivables. All receivables are current and therefore due within one year. Receivables are reported net of an allowance for uncollectible accounts and revenues net of uncollectibles. Allowances are reported when accounts are proven to be uncollectible. The allowance for uncollectible amounts is estimated to be \$75,858 as of June 30, 2020. Accounts receivable netted with allowances for uncollectible accounts were for the year ended June 30, 2020.

Inventories and Prepaid Items

Inventories consist of expendable supplies held for consumption and are valued at cost which approximate market, using the first-in, first-out (FIFO) method. The costs of inventories are recorded as expenditures when used (consumption method). The general fund inventory consists of school lunch supplies and food on hand at the end of the year.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items. The cost of prepaid items is recorded as expenditures/expenses when consumed rather than when purchased.

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

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 “due to/from other funds”. While these balances are reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Any residual balances outstanding between governmental activities and business-type activities are reported in the governmental-wide financial statements as “internal balances”.

Transactions Between Funds

Legally authorized transfers are treated as interfund transfers and are included in the results of operations of Governmental Funds.

Capital Assets

Capital assets purchased or acquired with an original cost of \$3,000 or more are reported at historical cost or estimated historical cost. Contributed assets are reported at fair market value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Infrastructure such as streets, traffic signals and signs are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the estimated useful lives.

The assets are valued at historical cost when available and estimated historical cost where actual invoices or budgetary data was unavailable. Donated capital assets are valued at their estimated fair market value on the date received. All retirements have been recorded by eliminating the net carrying values.

Infrastructure assets include roads, bridges, underground pipe (other than related to independently owned utilities), traffic signals, etc. These infrastructure assets are likely to be the largest asset class of the Town. The Town has not retroactively recorded infrastructure.

Estimated useful lives are as follows:

Buildings	20 - 50 years
Infrastructure	50 - 100 years
Machinery and equipment	3 - 50 years
Vehicles	3 - 25 years

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Long-term Obligations

The accounting treatment of long-term obligations depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

All long-term obligations to be repaid from governmental and business-type resources is reported as liabilities in government-wide statements. The long-term obligations consist primarily of notes from direct borrowings payable, accrued compensated absences, net pension liability and net OPEB liability.

Long-term debt for governmental funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payment of principal and interest reported as expenditures. The accounting for proprietary funds is the same in the fund statements as it is in the government-wide statements.

Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions and pension expense, information about the fiduciary net position of the Maine Public Employees Retirement System Participating Local District (PLD) Consolidated Plan and State Employee and Teacher (SET) Plan and additions to/deductions from the PLD Consolidated and SET Plans' fiduciary net position have been determined on the same basis as they are reported by the PLD Consolidated and SET Plans. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

OPEB

For purposes of measuring the total OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, management received and relied on an actuarial report provided to them by the Maine Education Association Benefits Trust (MEABT), which determined the School's fiduciary net position as a single employer defined benefit plan based on information provided solely by MEABT to complete the actuarial report. Additions to/deductions from the MEABT OPEB Plan's fiduciary net position have been determined on the same basis as they are reported by MEABT. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms.

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

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

Net Position

Net position represents the difference between all other elements in a statement of financial position. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for those assets and adding back unspent proceeds. Net position is reported as restricted when there are limitations imposed on its use either through enabling legislations adopted by the Town or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. Unrestricted net position is the net amount of the assets, deferred outflows of resources, liabilities and deferred inflows of resources that are not included in the determination of net investment in capital assets or restricted net position.

Fund Balances

In the fund financial statements, fund balance for governmental funds is reported in classifications that comprise a hierarchy based primarily on the extent to which the Town is bound to honor constraints on the specific purpose for which amounts in the funds can be spent. Fund balance is reported in five components - nonspendable, restricted, committed, assigned and unassigned.

Nonspendable - This includes amounts that cannot be spent either because they are not in spendable form or because they are legally or contractually required to be maintained intact.

Restricted - This includes amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors or the laws or regulations of other governments.

Committed - This includes amounts that can be used only for specific purposes determined by a formal action of the inhabitants of the Town. The inhabitants of the

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Town through Town meetings are the highest level of decision-making authority of the Town. Commitments may be established, modified or rescinded only through a Town meeting vote.

Assigned - This includes amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes. The authority for assigning fund balance is given annually by vote of the taxpayers and is expressed by the Selectboard.

Unassigned - This includes all other spendable amounts. The general fund is the only fund that reports a positive unassigned fund balance amount. Other governmental funds besides the general fund can only report a negative unassigned fund balance amount.

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balances are available, the Town considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned or unassigned fund balances are available, the Town considers amounts to have been spent first out of committed funds, then assigned funds and finally unassigned funds, as needed, unless the Town meeting vote has provided otherwise in its commitment or assignment actions.

Deferred Outflows and Inflows of Resources

In addition to assets, the statement of financial position and/or balance sheet will at times report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Town currently has two types of this item, deferred outflows related to pensions and deferred outflows related to OPEB. These items are reported in the statement of net position.

In addition to liabilities, the statement of financial position and or balance sheet will at times report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Town has only one type of item, deferred tax revenues, which arises only under a modified accrual basis of accounting that qualifies for reporting in this category. Accordingly, this item is reported in the governmental funds balance sheet. Prepaid taxes also qualify for reporting in this category. This item is reported in both the statements of net position and the governmental funds balance

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

sheet. Deferred inflows related to pensions and deferred inflows related to OPEB qualify for reporting in this category as well. These items are reported only in the statement of net position. All items in this category are deferred and recognized as inflows of resources in the period that the amounts become available.

Revenue Recognition - Property Taxes - Modified Accrual Basis

The Town's property tax for the current year was levied August 14, 2019 on the assessed value listed as of April 1, 2019, for all real and personal property located in the Town. Taxes were due in two installments on October 15, 2019 and April 15, 2020. Interest on unpaid taxes commenced on October 16, 2019 and April 16, 2020, at 9% per annum.

Property tax revenues are recognized when they become available. Available includes those property tax receivables expected to be collected within sixty days after year end. The remaining receivables have been recorded as deferred revenues.

The Town is permitted by the laws of the State of Maine to levy taxes up to 105% of its net budgeted expenditures for the related fiscal period. The amount raised in excess of 100% is referred to as overlay and amounted to \$45,513 for the year ended June 30, 2020.

Tax liens are placed on real property within twelve months following the tax commitment date if taxes are delinquent. The Town has the authority to foreclose on property eighteen months after the filing of the lien if tax liens and associated costs remain unpaid.

Program Revenues

Program revenues include all directly related income items applicable to a particular program (charges to customers or applicants for goods, services or privileges provided; operating or capital grants and contributions, including special assessments).

Encumbrance Accounting

Encumbrances are not liabilities and, therefore, are not recorded as expenditures until receipt of material or service. For budgetary purposes, appropriations lapse at fiscal year-end. The Town does not utilize encumbrance accounting for its general fund.

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Use of Estimates

During the preparation of the Town's financial statements, management is required to make estimates and assumptions that affect the reported amounts of assets, liabilities and disclosure of contingent items as of the date of the financial statements and the reported amounts of revenues and expenses/expenditures during the reporting period. Actual results may differ from these estimates.

NOTE 2 - DEPOSITS AND INVESTMENTS

The Town's investment policies, which follow state statutes, require that all investments be made considering the safe and sound investment of principal and preservation of capital in the overall portfolio, maintenance of sufficient liquidity to meet day-to-day operations and other cash requirements and maximization of income, within established investment risk guidelines, with consistent cash flows throughout the budgetary cycle. These investment policies apply to all Town funds.

Deposits:

Custodial credit risk for deposits is the risk that, in the event of a failure of a depository financial institution, the Town will not be able to recover its deposits. The Town does not have a policy covering custodial credit risk for deposits. However, the Town maintains deposits in qualifying financial institutions that are a member of the FDIC or NCUSIF as defined in Title 30-A, Section 5706 of the Maine Revised Statutes. At June 30, 2020, the Town's cash balance amounting to \$4,941,373 was comprised of bank deposits of \$5,168,820. Bank deposits are adjusted primarily by outstanding checks and deposits in transit to reconcile to the Town's cash balance. All of these bank deposits were fully insured by federal depository insurance and consequently were not exposed to custodial credit risk.

<u>Account Type</u>	<u>Bank Balance</u>
Checking accounts	\$ 24,134
Savings accounts	21,560
Money market accounts	49,784
ICS accounts	5,073,342
	<u>\$ 5,168,820</u>

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 2 - DEPOSITS AND INVESTMENTS (CONTINUED)

Investments:

Custodial credit risk for investments is that, in the event of failure of the counterparty, the Town will not be able to recover the value of its investments or collateral securities that are in possession of an outside party. Currently, the Town does not have a policy for custodial credit risk for investments. The Town's investment in common stock for \$44,019 is not exposed to custodial credit risk because the securities are registered in the Town's name and are held by the Town. The Town's investment in certificates of deposit was fully insured by federal depository insurance and consequently was not exposed to custodial credit risk.

Interest rate risk - is the risk that changes in interest rates will adversely affect the fair value of an investment. 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 fluctuations in interest rates. Certificates of deposit held with local financial institutions for \$2,738 are excluded from interest rate risk as these investments are considered held to maturity and are therefore not measured at fair value.

At June 30, 2020, the Town had the following investments and maturities:

Investment Type	Fair Value	N/A	Less than 1 Year	1 - 5 Years
Equity securities:				
Common stock	\$ 44,019	\$ 44,019	\$ -	\$ -

Fair Value Hierarchy

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 as June 30, 2020:

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 2 - DEPOSITS AND INVESTMENTS (CONTINUED)

	June 30, 2020 Total	Fair Value Measurements Using		
		Quoted Prices in Active Markets for Identical Assets (Level I)	Significant Other Observable Inputs (Level II)	Significant Unobservable Inputs (Level III)
<u>Investments by fair value level</u>				
Equity securities:				
Common stock - domestic	\$ 44,019	\$ 44,019	\$ -	\$ -
Total equity securities	<u>44,019</u>	<u>44,019</u>	<u>-</u>	<u>-</u>
Total investments by fair value level	<u>44,019</u>	<u>\$ 44,019</u>	<u>\$ -</u>	<u>\$ -</u>
Total investments measured at fair value	<u>\$ 44,019</u>			

Equity securities classified in Level I of the fair value hierarchy are valued using prices quoted in active markets for those securities. The Town has no Level II or Level III investments. Certificates of deposit held with local financial institutions for \$2,731 are excluded from the hierarchy as these investments are considered held to maturity and are therefore not measured at fair value.

Credit risk - Statutes for the State of Maine authorize the Town to invest in obligations of the U.S. Treasury, agencies and instrumentalities, other states and Canada, provided such securities are rated within the three highest grades by an approved rating service of the State of Maine, corporate stocks and bonds within statutory limits, financial institutions, mutual funds and repurchase agreements. The Town does not have an investment policy on credit risk. Generally, the Town invests excess funds in savings accounts and various insured certificates of deposit.

NOTE 3 - INTERFUND RECEIVABLES AND PAYABLES

Interfund balances at June 30, 2020 consisted of the following individual fund receivables and payables:

	Receivables (Due From)	Payables (Due To)
General fund	\$ -	\$ 2,283,279
Education fund	2,296,826	-
Nonmajor special revenue funds	-	13,547
	<u>\$ 2,296,826</u>	<u>\$ 2,296,826</u>

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 3 - INTERFUND RECEIVABLES AND PAYABLES (CONTINUED)

The result of amounts owed between funds are considered to be in the course of normal operations by the Town. Reconciliation of the amounts owed between funds may or may not be expected to be repaid within one year in their entirety due to the recurring nature of these transactions during operations.

NOTE 4 - CAPITAL ASSETS

The following is a summary of changes in capital assets for the year ended June 30, 2020:

	Balance 7/1/19	Additions	Disposals	Balance 6/30/20
<u>Governmental activities:</u>				
Non-depreciated assets:				
Land	\$ 290,365	\$ -	\$ -	\$ 290,365
	<u>290,365</u>	<u>-</u>	<u>-</u>	<u>290,365</u>
Depreciated assets:				
Land improvements	608,759	26,646	-	635,405
Buildings and improvements	5,985,095	16,500	-	6,001,595
Machinery and equipment	1,201,136	66,735	(11,453)	1,256,418
Vehicles	1,178,217	-	(66,911)	1,111,306
Furniture and fixtures	109,669	-	-	109,669
Infrastructure	420,802	279,757	-	700,559
	<u>9,503,678</u>	<u>389,638</u>	<u>(78,364)</u>	<u>9,814,952</u>
Less: accumulated depreciation	<u>(6,051,041)</u>	<u>(315,312)</u>	<u>73,266</u>	<u>(6,293,087)</u>
	<u>3,452,637</u>	<u>74,326</u>	<u>(5,098)</u>	<u>3,521,865</u>
Net capital assets	<u>\$ 3,743,002</u>	<u>\$ 74,326</u>	<u>\$ (5,098)</u>	<u>\$ 3,812,230</u>
<u>Current year depreciation:</u>				
Public safety				\$ 109,388
Public works				18,113
Education				143,688
Transfer station				7,786
Recreation				4,936
Town-wide				31,401
Total depreciation expenses				<u>\$ 315,312</u>

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 5 - LONG-TERM DEBT

The General Fund of the Town is used to pay all long-term debt. A summary of long-term debt is as follows:

	Balance, 7/1/19	Additions	Reductions	Balance, 6/30/20	Current Portion
Notes from direct borrowings payable	\$ 380,707	\$ -	\$ (65,686)	\$ 315,021	\$ 67,259

The following is a summary of the outstanding notes from direct borrowings payable:

\$500,000, 2015 Commercial Note due in monthly installments of level principal and interest payments in the amount of \$4,734 through September of 2025. Interest is charged at a fixed rate of 2.55% per annum.	\$ 278,645
\$75,527, 2016 Commercial Note due in monthly installments of level principal and interest payments in the amount of \$1,333 through June of 2022. Interest is charged at a fixed rate of 1.94% per annum.	32,374
\$8,280, 2017 Capital Lease payable to Budget Technology for copiers due in monthly installments of \$138 through January of 2023. Interest is charged at a fixed rate of 1.94% per annum.	<u>4,002</u>
Total notes from direct borrowings payable	<u>\$ 315,021</u>

The following is a summary of outstanding notes from direct borrowings payable principal and interest requirements for the following fiscal years ending June 30:

	Principal	Interest	Total
2021	\$ 67,259	\$ 7,190	\$ 74,449
2022	70,131	5,575	75,706
2023	53,546	3,997	57,543
2024	54,239	2,567	56,806
2025	55,658	1,209	56,867
2026-2030	14,188	-	14,188
	<u>\$ 315,021</u>	<u>\$ 20,538</u>	<u>\$ 335,559</u>

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 5 - LONG-TERM DEBT (CONTINUED)

All notes from direct borrowings payable are direct obligations of the Town, for which its full faith and credit are pledged. The Town is not obligated for any special assessment debt. All debt is payable from taxes levied on all taxable property within the Town.

NOTE 6 - OTHER LONG-TERM OBLIGATIONS

A summary of other long-term obligations for the year ended June 30, 2020 is as follows:

	Balance, 7/1/19	Additions	Reductions	Balance, 6/30/20	Current Portion
Accrued compensated absences	\$ 174,121	\$ 4,170	\$ -	\$ 178,291	\$ 178,291
Net pension liability	155,083	137,105	(119,762)	172,426	-
Net OPEB liability	314,936	41,186	-	356,122	-
Totals	<u>\$ 644,140</u>	<u>\$ 182,461</u>	<u>\$ (119,762)</u>	<u>\$ 706,839</u>	<u>\$ 178,291</u>

Please see Notes 7, 13 and 16 for detailed information on each of the other long-term obligations.

NOTE 7 - COMPENSATED ABSENCES

The Town's policies regarding vacation and sick time do not permit employees to accumulate earned but unused vacation and sick leave. However, the school department allows certain teachers to accumulated unused sick time. The liability for these compensated absences is recorded as long-term debt in the government-wide financial statements. In the fund financial statements, governmental funds report only the compensated absence liability payable from expendable available financial resources, while the proprietary funds report the liability as it is incurred. As of June 30, 2020, the Town's liability for compensated absences is \$178,291 .

NOTE 8 - NONSPENDABLE FUND BALANCES

The Town had the following nonspendable fund balances at June 30, 2020:

Education fund:	
School lunch inventory	\$ 7,969
Prepaid items	2,493
	<u>\$ 10,462</u>

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 9 - RESTRICTED FUND BALANCES

The Town had the following restricted fund balances at June 30, 2020:

General fund:	
LRAP	\$ 51,788
FEMA reserve	29,240
Education fund:	
Education	1,310,992
Capital	41,072
Fuel reserve	10,000
Tuition and assistive technology	150,000
Professional	10,000
Technology	10,000
Health	15,000
Matching grant	10,000
FY 2020 budget	207,000
Nonmajor special revenue funds (Schedule F)	39,833
Nonmajor permanent funds (Schedule H)	95,407
	<u>\$ 1,980,332</u>

NOTE 10 - COMMITTED FUND BALANCES

The Town had the following committed fund balances at June 30, 2020:

General fund:	
Mary Grant	\$ 2,677
Private road association	38,600
Neighbors helping neighbors	5,487
Fuel assistance donations	700
Forestry reserve	480
Fire department donations	2,556
Fire department grants	300
Fire department capital	69,905
Ambulance reserve	3,514
Conservation committee	1,695
Cemeteries	7,509
Lincoln school donations	1,090
District one road repair and maintenance	5,577
District one road resurfacing	102,474
District two road repair and maintenance	41,275
District two road resurfacing	138,843
	<u>\$ 422,682</u>

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 11 - ASSIGNED FUND BALANCES

The Town had the following assigned fund balances at June 30, 2020:

General fund:	
Recreation	\$ 26,514
Capital improvements	33,575
	<u>\$ 60,089</u>

NOTE 12 - DEFICIT FUND BALANCES

The Town had the following deficit fund balances at June 30, 2020:

Title IIA	<u>\$ 2,057</u>
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NOTE 13 - DEFINED BENEFIT PENSION PLANS

MAINE PUBLIC EMPLOYEES RETIREMENT SYSTEM

PARTICIPATING LOCAL DISTRICT CONSOLIDATED PLAN

Plan Description

Town employees contribute to the Maine Public Employees Retirement System (MainePERS), a cost-sharing multiple-employer defined benefit pension plan established by the Maine State Legislature. Title 5 of the Maine Revised Statutes Annotated assigns the authority to establish and amend benefit provisions to the Participating Local District (PLD) Consolidated Plan's advisory group, which reviews the terms of the plan and periodically makes recommendations to the Legislature to amend the terms. The Maine Public Employees Retirement System issues a publicly available financial report that includes financial statements and required supplementary information for the Consolidated Plan. That report may be obtained online at www.maineopers.org or by contacting the System at (207) 512-3100.

Benefits Provided

The Maine Public Employees Retirement System provides retirement and disability benefits, annual cost-of-living adjustments and death benefits to plan members and beneficiaries. The System's retirement programs provide defined retirement benefits based on members' average final compensation and service credit earned as of retirement. Vesting (i.e., eligibility for benefits upon reaching qualification) occurs upon the earning of five years of service credit (effective October 1, 1999, the prior ten-year requirement was reduced by legislative action to five years for employees of PLDs). In

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 13 - DEFINED BENEFIT PENSION PLANS (CONTINUED)

some cases, vesting occurs on the earning of one year of service credit immediately preceding retirement at or after normal retirement age. For PLD members, normal retirement age is 60. The monthly benefit of members who retire before normal retirement age by virtue of having at least 25 years of service credit is reduced by a statutorily prescribed factor for each year of age that a member is below her/his normal retirement age at retirement. The System also provides disability and death benefits which are established by contract with PLD employers under applicable statutory provisions. As of June 30, 2019, there were 307 employers in the plan.

Upon termination of membership, members' accumulated employee contributions are refundable with interest, credited in accordance with statute. Withdrawal of accumulated contributions results in forfeiture of all benefits and membership rights. The annual rate of interest credited to members' accounts is set by the System's Board of Trustees and is currently 2.69%.

Contributions

Retirement benefits are funded by contributions from members and employers and by earnings on investments. Disability and death benefits are funded by employer normal cost contributions and by investment earnings. The Town's plan members are required to contribute 8.0% of their annual covered salary and the Town is required to contribute at an actuarially determined rate. The current rate is 9.5% of covered payroll. The contribution rates of plan members and the Town are established and may be amended by the Maine Public Employee Retirement Systems advisory group. The Town's contribution to the MainePERS PLD Consolidated Plan for the year ended June 30, 2020 was \$24,281.

STATE EMPLOYEE AND TEACHER PLAN

Plan Description

All school teachers, plus other qualified educators, participate in the Maine Public Employees Retirement System's (MainePERS) State Employee and Teacher (SET) Plan. The teacher's program is a multi-employer cost-sharing plan with a special funding situation, established by the Maine State Legislature. The State of Maine is also a non-employer contributing entity in that the State pays the initial unfunded actuarial liability on behalf of teachers, while school districts contribute the normal cost, calculated actuarially, for their teacher members. Title 5 of the Maine Revised Statutes Annotated assigns the authority to establish and amend benefit provisions to the State Legislature. The Maine Public Employees Retirement System issues a publicly

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 13 - DEFINED BENEFIT PENSION PLANS (CONTINUED)

available financial report that includes financial and actuarial information for the SET Plan. That report may be obtained online at www.mainepers.org or by contacting the System at (207) 512-3100.

Benefits Provided

The Maine Public Employees Retirement System provides retirement and disability benefits, annual cost-of-living adjustments and death benefits to plan members and beneficiaries. The authority to establish and amend benefit provisions rests with the State Legislature. The System's retirement programs provide defined retirement benefits based on members' average final compensation and service credit earned as of retirement. Vesting (i.e., eligibility for benefits upon reaching qualification) occurs upon the earning of five years of service credit (effective October 1, 1999, the prior ten year requirement was reduced by legislative action to five years for State employees and teachers). In some cases, vesting occurs on the earning of one year of service credit immediately preceding retirement at or after normal retirement age. Normal retirement age for State employees and teachers is age 60, 62 or 65. The normal retirement age is determined by whether a member had met certain creditable service requirements on specific dates, as established by statute. The monthly benefit of members who retire before normal retirement age by virtue of having at least 25 years of service credit is reduced by a statutorily prescribed factor for each year of age that a member is below her/his normal retirement age at retirement. The System also provides disability and death benefits which are established by statute for State employee and teacher members. As of June 30, 2019, there were 239 employers, including the State of Maine, participating in the plan.

Upon termination of membership, members' accumulated employee contributions are refundable with interest, credited in accordance with statute. Withdrawal of accumulated contributions results in forfeiture of all benefits and membership rights. The annual rate of interest credited to members' accounts is set by the System's Board of Trustees and is currently 2.69%.

Contributions

Retirement benefits are funded by contributions from members and employers and by earnings on investments. The Town's teachers are required to contribute 7.65% of their compensation to the retirement system. The Town's payroll for teachers covered by this program was approximately \$1,787,682 for the year ended June 30, 2020. Title 5 of the Maine Revised Statutes Annotated requires the State to contribute 14.33% of the Town's contractually required contributions, which are actuarially determined as an amount that, when combined with employee contributions, is expected to finance the

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 13 - DEFINED BENEFIT PENSION PLANS (CONTINUED)

costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability (UAL). Contributions paid by the State were approximately \$256,175 for the year ended June 30, 2020. Title 5 of the Maine Revised Statutes Annotated also requires the Town to contribute at an actuarially determined normal cost rate of 4.16%, which totaled \$75,093 for 2020. In addition, the Town is required to contribute toward the UAL of the plan and pay a small percentage of payroll towards the administrative costs for federally funded teachers, which amounts to 14.95% of compensation and totaled \$8,259 the year ended June 30, 2020

Pension Liabilities

PLD Consolidated Plan

At June 30, 2020, the Town reported a liability of \$102,278 for its proportionate share of the net pension liabilities for the plan. The net pension liabilities were measured as of June 30, 2019 and the total pension liabilities used to calculate the net pension liabilities was determined by an actuarial valuation as of that date. The Town's proportion of the net pension liabilities were based on a projection of the Town's long-term share of contributions to each pension plan relative to the projected contributions of all PLDs, actuarially determined. At June 30, 2019, the Town's proportion was 0.033461%, which was a decrease of 0.00042% from its proportion measured as of June 30, 2018.

SET Plan

At June 30, 2020, the Town reported a liability for its proportionate share of the net pension liability that reflected a reduction for State pension support provided to the Town. The amount recognized by the Town as its proportionate share of the net pension liability, the related State support and the total portion of the net pension liability that was associated with the Town were as follows:

Town's proportionate share of the net pension liability	\$ 61,889
State's proportionate share of the net pension liability associated with the Town	<u>2,012,301</u>
Total	<u>\$ 2,074,190</u>

The net pension liability was measured as of June 30, 2019 and the total pension liability used to calculate the net pension liability was determined by an actuarial

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 13 - DEFINED BENEFIT PENSION PLANS (CONTINUED)

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 school units and the State actuarially determined. At June 30, 2019, the Town's proportion was 0.004222%, which was a decrease of 0.0004% from its proportion measured as of June 30, 2018.

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended June 30, 2020, the Town recognized total pension expense of \$9,553 for the PLD plan and net expense of \$7,790 and revenue of \$77,931 for support provided by the State of Maine for the SET plan. At June 30, 2020, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	PLD Plan		SET Plan	
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 12,111	\$ -	\$ 4,814	\$ 8,736
Changes of assumptions	5,180	-	1,792	-
Net difference between projected and actual earnings on pension plan investments	-	25,618	-	-
Changes in proportion and differences between contributions and proportionate share of contributions	2,586	940	-	11,262
Contributions subsequent to the measurement date	24,281	-	83,352	-
Total	<u>\$ 44,158</u>	<u>\$ 26,558</u>	<u>\$ 89,958</u>	<u>\$ 19,998</u>

\$24,281 for the PLD plan and \$83,352 for the SET plan were reported as deferred outflows of resources related to pensions resulting from Town contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 13 - DEFINED BENEFIT PENSION PLANS (CONTINUED)

	PLD Plan	SET Plan
	<hr/>	<hr/>
Plan year ended June 30:		
2020	\$ 6,772	\$ (6,554)
2021	(11,383)	(4,903)
2022	(2,055)	(1,963)
2023	(16)	27
2024		
Thereafter	-	-

Actuarial Methods and Assumptions

The respective collective total pension liability for the plans was determined by an actuarial valuation as of June 30, 2019, using the following methods and assumptions applied to all periods included in the measurement:

Actuarial Cost Method

The Entry Age Normal actuarial funding method is used to determine costs. Under this funding method, the total employer contribution rate consists of two elements: the normal cost rate and the unfunded actuarial liability (UAL) rate.

The individual entry age normal method is used to determine liabilities. Under the individual entry age normal method, a normal cost rate is calculated for each employee. This rate is determined by taking the value, as of age at entry into the plan, of the member's projected future benefits and dividing it by the value, also as of the member's entry age, of his or her expected future salary. The normal cost for each employee is the product of his or her pay and his or her normal cost rate. The normal cost for the group is the sum of the normal costs for all members.

Experience gains and losses, i.e., actual decreases or increases in liabilities and/or in assets which differ when actual experience differs from the actuarial assumptions, affect the unfunded actuarial accrued liability.

Asset Valuation Method

The actuarial valuation employs a technique for determining the actuarial value of assets which reduces the impact of short-term volatility in the market value. The specific technique adopted in this valuation recognizes in a given year one-third of the investment return that is different from the actuarial assumption for investment return.

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 13 - DEFINED BENEFIT PENSION PLANS (CONTINUED)

Amortization

The net pension liability of the PLD Consolidated Plan is amortized on a level percentage of payroll using a method where a separate twenty-year closed period is established annually for the gain or loss for that year.

The net pension liability of the State Employee and Teacher Retirement Plan is amortized on a level percentage of payroll over the amortization period then in effect under statutory and constitutional requirements. All other gains, losses and changes are amortized over ten-year periods beginning on the date as of which they occur.

Significant actuarial assumptions employed by the actuary for funding purposes as of June 30, 2019 are as follows:

Investment Rate of Return - For the PLD and State Employee and Teacher Plans, 6.75% per annum for the year ended June 30, 2019, compounded annually.

Salary Increases, Merit and Inflation - Members of the consolidated plan for PLDs, 2.75% to 9.00% per year; state employees, 2.75% to 8.75% per year; teachers, 2.75% to 14.50% per year.

Mortality Rates - For active members and non-disabled retirees of the PLD Consolidated and State Employee and Teacher Plans, the RP2014 Total Dataset Healthy Annuitant Mortality Table, for males and females, is used. For all recipients of disability benefits, the RP2014 Total Dataset Disabled Annuitant Mortality Table, for males and females, is used.

Cost of Living Benefit Increases - for PLD Consolidated 1.91% and Teacher Plans, 2.20% per annum for the year ended June 30, 2019.

The long-term expected rate of return on pension plan assets was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major class of assets. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as June 30, 2019 are summarized in the following table. Assets for each of the defined benefit plans are commingled for investment purposes.

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 13 - DEFINED BENEFIT PENSION PLANS (CONTINUED)

Asset Class	Target Allocation	Long-term Expected Real Rate of Return
Public equities	30.0%	6.0%
US Government	7.5%	2.3%
Private equity	15.0%	7.6%
Real assets:		
Real estate	10.0%	5.2%
Infrastructure	10.0%	5.3%
Natural resources	5.0%	5.0%
Traditional Credit	7.5%	3.0%
Alternative Credit	5.0%	4.2%
Diversifiers	10.0%	5.9%

Discount Rate

The discount rate used to measure the collective total pension liability was 6.75% for 2019 for each of the Plans. 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 and non-employer entity contributions will be made at contractually required rates, actuarially determined. Based on these 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 investments was applied to all periods of projected benefit payments to determine the total pension liability.

The following table shows how the collective net pension liability as of June 30, 2019 would change if the discount rate used was one percentage point lower or one percentage point higher than the current rate. The current rate is 6.75% for each of the Plans.

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 13 - DEFINED BENEFIT PENSION PLANS (CONTINUED)

	1% Decrease	Discount Rate	1% Increase
<u>PLD Plan:</u>			
Discount rate	5.75%	6.75%	7.75%
Town's proportionate share of the net pension liability	\$ 232,983	\$ 102,278	\$ (19,984)
<u>SET Plan:</u>			
Discount rate	5.75%	6.75%	7.75%
Town's proportionate share of the net pension liability	\$ 111,894	\$ 61,889	\$ 20,219

Changes in Net Pension Liability

Each employer's share of the collective net pension liability is equal to the collective net pension liability multiplied by the employer's proportionate share as of June 30, 2019 as shown in the schedules of employer and non-employer contributing entity allocations. Changes in net pension liability are recognized in pension expense for the year ended June 30, 2019 with the following exceptions.

Differences between Expected and Actual Experience

The difference between expected and actual experience with regard to economic or demographic factors were recognized in pension expense using a straight-line amortization method over a closed period equal to the average expected remaining service lives of active and inactive members in each plan. The first year is recognized as pension expense and the remaining years are shown as either deferred outflows of resources or deferred inflows of resource. For 2019, this was three years for the SET Plan and four years for the PLD Consolidated Plan; for 2018, this was three years for both the SET Plan and the PLD Consolidated Plan; prior to 2017, this was four years for the PLD Consolidated Plan.

Differences between Expected and Actual Investment Earnings

Differences between projected and actual investment earnings were recognized in pension expense using a straight-line amortization method over a closed five-year period. The first year is recognized as pension expense and the remaining years are shown as either deferred outflows of resources or deferred inflows of resources.

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 13 - DEFINED BENEFIT PENSION PLANS (CONTINUED)

Changes in Assumptions

Differences due to changes in assumptions about future economic or demographic factors or other inputs were recognized in pension expense using a straight-line amortization method over a closed period equal to the average expected remaining service lives of active and inactive members in each plan. The actuarial assumptions used for the year ended June 30, 2019 valuation were based on the results of an actuarial experience study for the period of June 30, 2012 through June 30, 2015. Please refer to the *Actuarial Methods and Assumptions* section for information relating to changes of assumptions. The first year is recognized as pension expense and the remaining years are shown as either deferred outflows of resources or deferred inflows of resources.

Changes in Proportion and Differences between Employer Contributions and Proportionate Share of Contributions

Differences resulting from a change in proportionate share of contributions and differences between total employer contributions and the employer's proportionate share of contributions were recognized in pension expense using a straight-line amortization method over a closed period equal to the average expected remaining service lives of active and inactive members in each plan. The first year is recognized as pension expense and the remaining years are shown as either deferred outflows of resources or deferred inflows of resources. Differences between total employer contributions and the employer's proportionate share of contributions may arise when an employer has a contribution requirement for an employer specific liability.

Pension Plan Fiduciary Net Position

Additional financial and actuarial information with respect to the Plan can be found in the MainePERS' 2019 Comprehensive Annual Financial Report available online at www.maineopers.org or by contacting the System at (207) 512-3100

NOTE 14 - DEFERRED COMPENSATION PLAN

The School Department offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 403. The plan, available to all school employees, permits them to defer a portion of their salary until future years. There is no employer match by the Town or the School Department. The deferred compensation is not available to employees until termination, retirement, death or unforeseen emergency.

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 14 - DEFERRED COMPENSATION PLAN (CONTINUED)

All amounts of compensation deferred under the plan, all property and rights purchased with those amounts and all income attributable to those amounts, property or rights are (until paid or made available to the employee or other beneficiary) to be held in a trust for the exclusive benefit of the participants and their beneficiaries.

It is the opinion of the Town and the School Department's management that the Town and the School Department have no liability for losses under the plan but does have the duty of due care that would be required of an ordinary prudent investor.

NOTE 15 - OTHER POST EMPLOYMENT BENEFIT (OPEB) GROUP LIFE
INSURANCE PLAN

MAINE PUBLIC EMPLOYEES RETIREMENT SYSTEM

STATE EMPLOYEE AND TEACHER PLAN

Plan Description

All School teachers, plus other qualified educators, participate in the Maine Public Employees Retirement System's (MainePERS) State Employee and Teacher (SET) Plan. The teacher's program is a multi-employer cost-sharing plan with a special funding situation, established by the Maine State Legislature. The State of Maine is also a non-employer contributing entity in that the State pays the initial unfunded actuarial liability on behalf of teachers, while school districts contribute the normal cost, calculated actuarially, for their teacher members. Title 5 of the Maine Revised Statutes Annotated assigns the authority to establish and amend benefit provisions to the State Legislature. As of June 30, 2019, there were 220 employers, including the State of Maine, participating in the plan. The Maine Public Employees Retirement System issues a publicly available financial report that includes financial and actuarial information for the SET Plan. That report may be obtained online at www.maineopers.org or by contacting the System at (800) 451-9800.

Benefits Provided

The Group Life Insurance Plan (the Plan) provides basic group life insurance benefits, during retirement, to retirees who participated in the Plan prior to retirement for a minimum of 10 years (the 10-year participation requirement does not apply to recipients of disability retirement benefits). The level of coverage in retirement is initially set to an amount equal to the retiree's average final compensation. The initial amount of basic life is then subsequently reduced at the rate of 15% per year to the greater of 40% of the initial amount or \$2,500.

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 15 - OTHER POST EMPLOYMENT BENEFIT (OPEB) GROUP LIFE
INSURANCE PLAN (CONTINUED)

Contributions

Life insurance benefits are funded by contributions from members and employers. Premium rates are those determined by the MainePERS's Board of Trustees to be actuarially sufficient to pay anticipated claims. For Department's teachers, the premiums for retiree life insurance coverage are factored into the premiums paid for basic coverage while participants are active members. Premiums for basic life insurance coverage for retired teachers are paid by the State as the total dollar amount of each year's annual required contribution. The State participates in the SET Plan as a non-employer contributing entity in that the State pays the actuarially determined premium contributions associated with retired teachers. The State's contribution to the Plan for the year ended June 30, 2020 was approximately \$3,974.

OPEB Liabilities and OPEB Expense

At June 30, 2020, the District reported a liability for its proportionate share of the net OPEB liability that reflected a reduction for State OPEB support provided to the District. The total portion of the net OPEB liability that was associated with the District was as follows:

Town's proportionate share of the net OPEB liability	\$	-
State's proportionate share of the net OPEB liability associated with the Town		<u>43,495</u>
Total	\$	<u>43,495</u>

For the year ended June 30, 2020, the Town recognized net OPEB expense of \$4,076 and revenue of \$4,076 for support provided by the State of Maine.

NOTE 16 - OTHER POST EMPLOYMENT BENEFIT (OPEB) MEDICAL PLAN

MAINE EDUCATION ASSOCIATION BENEFITS TRUST

Plan Description

The State of Maine and School retirees contribute to the School's OPEB Plan with the Maine Education Association Benefits Trust (MEABT), a single employer defined benefit plan. Contributions and membership in this Plan are voluntary and may

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 16 - OTHER POST EMPLOYMENT BENEFIT (OPEB) MEDICAL PLAN
(CONTINUED)

be terminated at any time by the State, the School and/or the School retirees. MEABT is a fully funded, self-insured trust which provides benefits to education organizations and acts as the agent to the School concerning administration of this Plan. Title 24-A Chapter 81 of the Maine Revised Statutes Annotated authorizes the regulation of MEABT as a Multiple Employer Welfare Arrangement by the State of Maine Bureau of Insurance. Benefits and plans are designed and governed by MEABT participants and are administered by a number of third-party administrators contracted by MEABT. No assets are accumulated in a trust that meets the criteria of paragraph 4 of GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. MEABT issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by contacting MEABT at (888) 622-4418.

Benefits Provided

This Plan provides medical/prescription drug benefits during retirement to Medicare and non-Medicare retirees and their spouses with varying levels of benefits determined by voluntary plan selection by the retiree as well as applicable Medicare statutes and regulations. The employee must have participated in a plan for the 12 months prior to retirement and have 10 years (under age 50) or 5 years (age 50 or above) of continuous active service and enrollment in the health plan to be eligible for this Plan. The retiree who terminates coverage may elect to re-enroll in coverage if they participated in the health plan for 12 months prior to terminating coverage, as long as re-enrollment occurs within 5 years from coverage termination and as long as the retiree is not past age 62. The retiree must have maintained continuous health insurance coverage during the break in coverage with MEABT to be eligible for re-enrollment and is only eligible for re-enrollment once.

Employees Covered by Benefit Terms

At June 30, 2020, the following employees were covered by the benefit terms:

Active members	42
Retirees and spouses	<u>12</u>
Total	<u><u>54</u></u>

Cost Sharing Provisions/Contributions

Retirees are eligible for a State subsidy of 45% of the blended single premium for the retiree. The blended premium is determined by blending rates for active members

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 16 - OTHER POST EMPLOYMENT BENEFIT (OPEB) MEDICAL PLAN
(CONTINUED)

and retired members, as determined by State law. The retiree contributes the remaining 55% of blended single premium and spouse must contribute 100% of the blended premium amount coverage elected.

Employee/Retiree Premium Amounts:

The following monthly premium amounts were reported on the individual data file. Actual plan election was reflected in expected retiree premium amounts.

<u>Pre-Medicare</u>	<u>Employee</u>	<u>Employee/ Spouse</u>	<u>Employee/ Child(ren)</u>	<u>Family</u>
Choice Plus	\$814.85	\$1,836.53	\$1,442.11	\$2,235.30
Standard \$200 Ded	\$879.93	\$1,983.44	\$1,557.47	\$2,414.13
<u>Medicare</u>				
Medicare-Eligible Retirees	\$449.52	\$943.57	N/A	N/A

Total OPEB Liability, OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

At June 30, 2020, the School reported a liability of \$356,122 for its total OPEB liability for this Plan. The total OPEB liability was measured as of June 30, 2019 and was determined by an actuarial valuation as of that date. The School's total OPEB liability was based on the Entry Age Normal Actuarial Cost Method which does not reflect future changes in benefits, subsidies, penalties, taxes or administrative costs that may be required as a result of the Patient Protection and Affordable Care Act of 2010 (ACA) related legislation and regulations.

For the year ended June 30, 2020, the School recognized OPEB expense of \$16,959. At June 30, 2020, the School reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 16 - OTHER POST EMPLOYMENT BENEFIT (OPEB) MEDICAL PLAN
(CONTINUED)

	MEABT	
	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ -	\$ -
Changes of assumptions	20,883	13,268
Net difference between projected and actual earnings on OPEB plan investments	-	-
Contributions subsequent to the measurement date	<u>691</u>	<u>-</u>
Total	<u>\$ 21,574</u>	<u>\$ 13,268</u>

\$691 were reported as deferred outflows of resources related to OPEB resulting from School contributions subsequent to the measurement date will be recognized as a reduction of the net OPEB liability in the year ended June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

	MEABT	
Plan year ended June 30:		
2020	\$	828
2021		828
2022		828
2023		828
2024		825
Thereafter		3,478

Discount Rate

The discount rate is the assumed interest rate used for converting projected dollar related values to a present value as of June 30, 2019. The discount rate determination is based on the high-quality AA/Aa or higher bond yields in effect for 20-year, tax-exempt general obligation municipal bonds using the Bond Buyer 20-Bond GO Index. The rate of 3.50% per annum for June 30, 2019 was based upon a measurement date of June 28, 2019. The sensitivity of total OPEB liability to changes in discount rate are as follows:

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 16 - OTHER POST EMPLOYMENT BENEFIT (OPEB) MEDICAL PLAN
(CONTINUED)

	1% Decrease	Discount Rate	1% Increase
	2.50%	3.50%	4.50%
Total OPEB liability	\$ 434,803	\$ 356,122	\$ 295,119
Plan fiduciary net position	-	-	-
Net OPEB liability	<u>\$ 434,803</u>	<u>\$ 356,122</u>	<u>\$ 295,119</u>
Plan fiduciary net position as a percentage of the total OPEB liability	0.00%	0.00%	0.00%

Healthcare Trend

The healthcare trend is the assumed dollar increase in dollar-related values in the future due to the increase in the cost of health care. The healthcare cost trend rate is the rate of change in per capita health claim costs over time as a result of factors such as medical inflation, utilization of healthcare services, plan design and technological developments. The sensitivity of total OPEB liability to changes in healthcare cost trend rates are as follows:

	1% Decrease	Healthcare Trend Rates	1% Increase
Total OPEB liability	\$ 288,935	\$ 356,122	\$ 444,096
Plan fiduciary net position	-	-	-
Net OPEB liability	<u>\$ 288,935</u>	<u>\$ 356,122</u>	<u>\$ 444,096</u>
Plan fiduciary net position as a percentage of the total OPEB liability	0.00%	0.00%	0.00%

Actuarial Methods and Assumptions

The total OPEB liability for the Plan was determined by an actuarial valuation as of June 30, 2019, using the following methods and assumptions applied to all periods included in the measurement:

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 16 - OTHER POST EMPLOYMENT BENEFIT (OPEB) MEDICAL PLAN
(CONTINUED)

Actuarial Cost Method

The Entry Age Normal Actuarial Cost Method is used to determine costs. Under this funding method, a normal cost rate is determined as a level percent of pay for each active Plan member and then summed to produce the total normal cost for this Plan. The unfunded actuarial liability is the difference between the actuarial liability and the actuarial value of assets.

Assumptions

Significant actuarial assumptions employed by the actuary for economic purposes are based on GASB 75 paragraph 36. Assumptions other than the discount rate are based on historical and future projections of long-term health care rates:

Discount Rate - 3.50% per annum.

Trend Assumptions:

Pre-Medicare - Initial trend of 5.55% applied in FYE 2019 grading over 15 years to 3.73% per annum.

Medicare - Initial trend of 3.72% applied in FYE 2019 grading over 15 years to 2.81% per annum.

Future plan changes - Assumes that the current Plan and cost-sharing structure remain in place for all future years.

Significant actuarial assumptions employed by the actuary for demographic purposes are the assumptions that were adopted by Maine Public Employees Retirement System State Employee and Teacher Retirement Program at June 30, 2019 and based on the experience study covering the period from June 30, 2012 through June 30, 2015. As of June 30, 2019, they are as follows:

Retirement Rates - Rates vary for plans based on age and service

Rates of Turnover - Rates vary for plans based on service

Disability Incidence - Rates vary for plans based on age

Retirement Contribution Increases - Assumed to increase at the same rate as incurred claims

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 16 - OTHER POST EMPLOYMENT BENEFIT (OPEB) MEDICAL PLAN
(CONTINUED)

Family Enrollment Composition - It is assumed that 80% is married with an eligible spouse.

Age Difference of Spouses - Husbands are assumed to be 3 years older than wives.

Administrative expenses - Included in the per capita claims cost

Salary Increase Rate - 2.75% per year assumed using the level percentage of pay entry age method

Salaries - Were not available from the client and were assumed using the Teachers/Age Service Salary scatter from the State Retirement Agency. Based on the dates of hire assumed above and the participant's actual age, pay was assigned using the salary age service scatter.

Dates of Hire - Were not available from the client and were available from the State Retirement Agency. Dates of hire were assumed to be the midpoint of each service group. Those under 1 year of service, the date was assumed to be January 1, 2019 and all other groups were assumed to be hired on July 1 of each service midpoint.

Rate of Mortality:

Healthy Annuitants - Based on 99% of the RP_2014 Total Dataset Healthy Annuitant Mortality Table, respectively for males and females, using the RP_2014 Total Dataset Employee Mortality Table for ages prior to the start of the Healthy Annuitant Mortality Table, both projected using the RPEC _2015 model, with an ultimate rate of 0.85% for ages 20-85 grading down to an ultimate rate of 0.00% for ages 111-120, and convergence to the ultimate rate in the year 2020.

Healthy Employees - Based on 99% of the RP_2014 Total Dataset Healthy Annuitant Mortality Table, respectively for males and females, using the RP_2014 Total Dataset Healthy Annuitant Mortality Tables after the end of the Total Employee Mortality Table, both projected using the RPEC _2015 model, with an ultimate rate of 0.85% for ages 20-85 grading down to an ultimate rate of 0.00% for ages 111-120, and convergence to the ultimate rate in the year 2020.

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 16 - OTHER POST EMPLOYMENT BENEFIT (OPEB) MEDICAL PLAN
(CONTINUED)

Disabled Annuitants - Based on 108% and 105% of the RP_2014 Total Dataset Disabled Annuitant Mortality Table, respectively for males and females, projected from the 2006 base rates using the RPEC_2015 model with an ultimate rate of 0.00% for ages 111-120, and convergence to the ultimate rate in the year 2020.

Retiree Continuation Percentage:

Retirees currently in the Group Companion Plan (Medicare participants) are assumed to remain in the Group Companion Plan.

Retirees who are currently age 64 or over age 65 and enrolled in a Pre-Medicare plan are assumed to never be eligible for Medicare and are assumed to remain enrolled in the Pre-Medicare plan.

Retirees who are currently under age 64 and enrolled in a Pre-Medicare plan are assumed to be eligible for Medicare and are assumed to remain in the Pre-Medicare plan until age 64 and enroll in the Group Companion plan at age 65.

Spouses who are currently in the Pre-Medicare plan will follow the same assumptions as the retired member; if the member is never eligible for Medicare the spouse is not either.

Significant actuarial assumptions employed by the actuary for claims and expense purposes are the based on the actual community rated premiums of the entire group. As of June 30, 2019, they are as follows:

Monthly Per Capital Claims and Expense Cost - Claims are based on community rated premiums through June 30, 2019 and projects through 2020 and associate enrollment in the various options offered. Annual administrative and claims adjudication expenses are assumed to be included in the annual premiums.

Medical Plan Election - Employees are assumed to continue in their current medical plan for their entire career. 50% of retirees are assumed to switch from the Choice Plan to the Standard Plan.

Medicare Eligibility - Assumed to be age 65, with the exception of retirees over age 65 who are not in the Group Companion Plan, all retirees under age 64 and current actives with a date of hire before March 31, 1986.

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 16 - OTHER POST EMPLOYMENT BENEFIT (OPEB) MEDICAL PLAN
(CONTINUED)

Changes in Total OPEB Liability

Changes in total OPEB liability are recognized in OPEB expense for the year ended June 30, 2020 with the following exceptions:

Differences between Expected and Actual Experience

The difference between expected and actual experience are recognized in OPEB expense using a straight-line amortization method over a closed period equal to the average expected remaining service lives of active and inactive members in each plan. As of July 1, 2018, this average was 8 years. The first year is recognized as OPEB expense and the remaining years are shown as either deferred outflows of resources or deferred inflows of resources. For the fiscal year ended June 30, 2020, there were no differences between expected and actual experience.

Changes in Assumptions

Differences due to changes in assumptions about future economic, demographic or claim and expense factors or other inputs are recognized in OPEB expense over the average expected remaining service life of all active and inactive Plan members. As of July 1, 2018, this average was 8 years. The first year is recognized as OPEB expense and the remaining years are shown as either deferred outflows of resources or deferred inflows of resources. The amortization period was six years for year ending June 30, 2019. For the fiscal year ended June 30, 2020, there were no changes in assumptions.

Differences between Projected and Actual Earnings on OPEB Plan Investments

Differences between projected and actual investment earnings are recognized in OPEB expense using a straight-line amortization method over a closed five-year period. The first year is recognized as OPEB expense and the remaining years are shown as either deferred outflows of resources or deferred inflows of resources.

OPEB Plan Fiduciary Net Position

Additional financial and actuarial information with respect to this Plan can be found at the Town Treasurer's Office at 35 H Road, Acton, Maine 04001.

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 17 - LANDFILL CLOSURE AND POSTCLOSURE CARE COSTS

The Town of Acton's landfill is at 100% capacity to date. Therefore, the estimated remaining landfill life is zero years. Federal and state laws require that certain post closure care be met. The Town estimates that on an annual basis, some immaterial costs will be incurred for post closure care. The annual amount will be paid for within the Town's annual operating budget.

NOTE 18 - OVERLAPPING DEBT

The Town is responsible for its proportionate share of County debt. As of June 30, 2020, the Town's share was as follows:

	<u>Outstanding Debt</u>	<u>Town's Percentage</u>	<u>Total Share</u>
County of York	\$ 1,900,000	1.77%	<u>\$ 33,721</u>

NOTE 19 - OPERATING LEASES

A summary of the outstanding operating leases payables are as follows:

The Town leases a copier from Xerox Financial Systems, under a lease agreement dated March 30, 2019. The lease term is for 60 months ending in March 2023. Monthly payments are \$79.

The Town leases a copier from Budget Document Technology, under a lease agreement dated January 4, 2020. The lease term is for 60 months ending in December of 2024. Monthly payments are \$138.

Future minimum lease payments at June 30, 2020, are as follows:

<u>Year Ending June 30:</u>	
2021	\$ 2,604
2022	2,604
2023	2,367
2024	1,656
2025	828
Total lease payments	<u>\$ 10,059</u>

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 20 - COMMITMENTS

The Town of Acton, Maine, has entered a contract for law enforcement services with the County of York, Maine. The contract term is for three years beginning January 1, 2020 and ending December 31, 2022. The Town of Shapleigh participates with the Town of Acton in the contract with a cost-sharing formula of 50% for each town. The annual contract cost is calculated on actual salary and fringe benefits and other related operating expenses less federal grant funding and is estimated as follows:

<u>Fiscal Years Ending June 30,</u>	<u>Amount</u>
2021	\$ 46,000
2022	46,000

For the twelve months ended June 30, 2020, the total contract cost was \$40,047. All future contract amounts are subject to annual appropriation by the Town of Acton.

NOTE 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 Town carries commercial insurance or participates in a public entity and self-insured risk pool sponsored by the Maine Municipal and the Maine School Management Associations.

Based on the coverage provided by the insurance purchased, the Town is not aware of any material actual or potential claim liabilities which should be recorded as of June 30, 2020. There were no significant reductions in insurance coverage from that of the prior year and amounts of settlements have not exceeded insurance coverage in the past three years.

NOTE 22 - CONTINGENCIES

With regard to pending legal claims or any unasserted claims, it is not feasible at this time to predict or determine their outcome. Management believes, however, that settlement amounts, if any, will not have a material adverse effect on the Town's financial position.

The Town participates in various intergovernmental grant programs which may be subject to future program compliance audits by the grantors or their representatives. Accordingly, the Town's compliance with applicable grant requirement may be

TOWN OF ACTON, MAINE

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 22 - CONTINGENCIES (CONTINUED)

established at some future date. The amount, if any, of any liabilities arising from the disallowance of expenditures or ineligibility of grant revenues cannot be determined at this time.

The Town's School Department receives education subsidy funding payments through the State of Maine. The State subsidy payment amount is adjusted quarterly for the Town's School Department share of MaineCare Seed, which is the required local share of MaineCare revenue that the State pays on behalf of the Town's School Department and then recovers through the ED 279. Adjustments made by the State in the fiscal year of 2020 could include expenditures from the fiscal year of 2019 that would normally be accrued. The actual amount cannot be determined at this time. However, it is the position of the Town's School Department that this practice is consistent with the formal recommendation of the Maine Department of Education to all Maine units concerning this matter.

NOTE 23 - RELATED PARTIES

During the year ended June 30, 2020, the Town of Acton had the following related party transactions and/or relationships to disclose:

The Road Commissioners are paid an hourly wage and the Town rents equipment from their private business, for which the Town issues a 1099 to the business. The salaries and equipment rates are set by town meeting.

One of the Road Commissioners had a father as an employee.

NOTE 24 - COMPARATIVE DATA/RECLASSIFICATIONS

Comparative total data for the prior year have been presented in selected sections of the accompanying financial statements in order to provide an understanding of the changes in the Town's financial position and operations. Also, certain amounts presented in the prior year's data have been reclassified to be consistent with the current year's presentation.

Required Supplementary Information

Required supplementary information includes financial information and disclosures that are required by the Governmental Accounting Standards Board but are not considered a part of the basic financial statements. Such information includes:

- Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - General Fund
- Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - Education Fund
- Schedule of Proportionate Share of the Net Pension Liability
- Schedule of Contributions - Pensions
- Schedule of Changes in the Net OPEB Liability - MEABT Plan
- Schedule of Changes in the Net OPEB Liability and Related Ratios - MEABT Plan
- Schedule of Proportionate Share of the Net OPEB Liability - SET Plan
- Schedule of Contributions - OPEB
- Notes to Required Supplementary Information

TOWN OF ACTON, MAINE

BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS
 BUDGET AND ACTUAL - GENERAL FUND
 FOR THE YEAR ENDED JUNE 30, 2020

	Budgeted Amounts		Actual Amounts	Variance Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ 2,181,618	\$ 2,181,618	\$ 2,181,618	\$ -
Resources (Inflows):				
Property taxes	1,973,631	1,973,631	2,049,628	75,997
Excise taxes	489,500	489,500	604,419	114,919
Intergovernmental	255,470	256,308	337,270	80,962
Charges for services	170,350	170,350	253,252	82,902
Investment income	22,000	22,000	55,103	33,103
Other revenue	69,357	111,310	129,620	18,310
Amounts Available for Appropriation	<u>5,161,926</u>	<u>5,204,717</u>	<u>5,610,910</u>	<u>406,193</u>
Charges to Appropriations (Outflows):				
General government	989,100	989,100	879,081	110,019
Public safety	682,801	682,801	669,304	13,497
Public works	1,007,695	1,007,695	981,418	26,277
Social services	72,186	72,186	71,186	1,000
Recreation	21,699	21,699	10,996	10,703
General assistance	4,000	4,000	1,116	2,884
County tax	309,239	309,239	309,238	1
Other	178,588	313,937	235,439	78,498
Total Charges to Appropriations	<u>3,265,308</u>	<u>3,400,657</u>	<u>3,157,778</u>	<u>242,879</u>
Budgetary Fund Balance, June 30	<u>\$ 1,896,618</u>	<u>\$ 1,804,060</u>	<u>\$ 2,453,132</u>	<u>\$ 649,072</u>
Utilization of restricted fund balance	\$ -	\$ 37,614	\$ -	\$ (37,614)
Utilization of committed fund balance	-	54,944	-	(54,944)
Utilization of unassigned fund balance	<u>\$ 285,000</u>	<u>\$ 285,000</u>	<u>\$ -</u>	<u>\$ (285,000)</u>
	<u>\$ 285,000</u>	<u>\$ 377,558</u>	<u>\$ -</u>	<u>\$ (377,558)</u>

See accompanying independent auditors' report and notes to financial statements.

TOWN OF ACTON, MAINE

BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS
 BUDGET AND ACTUAL - EDUCATION FUND
 FOR THE YEAR ENDED JUNE 30, 2020

	Budgeted Amounts		Actual Amounts	Variance Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ 1,650,203	\$ 1,650,203	\$ 1,650,203	\$ -
Resources (Inflows):				
Property Taxes Assessed	4,960,000	4,960,000	4,960,000	-
Intergovernmental Revenues:				
State Subsidy	270,759	270,759	280,380	9,621
Federal Subsidy	-	-	41,979	41,979
Charges for Services	80,000	80,000	20,352	(59,648)
Interest Income	-	-	3,145	3,145
Other	-	-	4,357	4,357
Amounts Available for Appropriation	<u>6,960,962</u>	<u>6,960,962</u>	<u>6,960,416</u>	<u>(546)</u>
Charges to Appropriations (Outflows):				
Regular Instruction	2,729,763	2,729,763	2,534,905	194,858
Special Education	1,019,071	1,019,071	902,742	116,329
Other Instruction	53,233	53,233	35,125	18,108
Student and Staff Support	560,263	560,263	500,732	59,531
System Administration	209,078	209,078	201,287	7,791
School Administration	137,387	137,387	137,282	105
Transportation	287,500	287,500	278,528	8,972
Facilities Maintenance	466,072	466,072	430,927	35,145
All Other Expenditures	184,565	184,565	164,362	20,203
Total Charges to Appropriations	<u>5,646,932</u>	<u>5,646,932</u>	<u>5,185,890</u>	<u>461,042</u>
Budgetary Fund Balance, June 30	<u>\$ 1,314,030</u>	<u>\$ 1,314,030</u>	<u>\$ 1,774,526</u>	<u>\$ (460,496)</u>
Utilization of Assigned Fund Balance	<u>\$ 336,173</u>	<u>\$ 336,173</u>	<u>\$ -</u>	<u>\$ 336,173</u>

See accompanying independent auditors' report and notes to financial statements.

TOWN OF ACTON, MAINE

SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY
LAST 10 FISCAL YEARS*

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
<u>PLD Plan:</u>						
Proportion of the net pension liability	0.033%	0.034%	0.032%	0.00%	0.00%	0.00%
Proportionate share of the net pension liability	\$ 102,278	\$ 92,725	\$ 130,889	\$ -	\$ -	\$ -
Covered payroll	\$ 247,830	\$ 276,812	\$ 249,774	\$ -	\$ -	\$ -
Proportionate share of the net pension liability as a percentage of its covered payroll	41.27%	33.50%	52.40%	0.00%	0.00%	0.00%
Plan fiduciary net position as a percentage of the total pension liability	90.62%	91.14%	86.43%	86.40%	81.61%	88.30%
<u>SET Plan:</u>						
Town's proportion of the net pension liability	0.004%	0.005%	0.006%	0.005%	0.009%	0.009%
Town's proportionate share of the net pension liability	\$ 61,889	\$ 62,358	\$ 90,014	\$ 93,227	\$ 121,335	\$ 93,060
State's proportionate share of the net pension liability associated with the Town	<u>2,012,301</u>	<u>2,045,938</u>	<u>2,047,685</u>	<u>\$ 2,122,536</u>	<u>\$ 2,144,365</u>	<u>\$ 1,436,353</u>
Total	<u>\$ 2,074,190</u>	<u>\$ 2,108,296</u>	<u>\$ 2,137,699</u>	<u>\$ 2,215,763</u>	<u>\$ 2,265,700</u>	<u>\$ 1,529,413</u>
Town's covered payroll	\$ 1,845,336	\$ 1,858,677	\$ 1,782,507	\$ 1,508,269	\$ 1,918,273	\$ 1,605,351
Town's proportionate share of the net pension liability as a percentage of its covered payroll	3.35%	3.35%	5.05%	6.18%	6.33%	5.80%
Plan fiduciary net position as a percentage of the total pension liability	84.52%	85.17%	80.78%	80.80%	81.20%	83.91%

* The amounts presented for each fiscal year were determined as of June 30 and are for those years for which information is available.

See accompanying independent auditors' report and notes to financial statements.

TOWN OF ACTON, MAINE

SCHEDULE OF CONTRIBUTIONS - PENSIONS
LAST 10 FISCAL YEARS*

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
<u>PLD Plan:</u>						
Contractually required contribution	\$ 24,281	\$ 20,469	\$ 18,872	\$ 16,385	\$ -	\$ -
Contributions in relation to the contractually required contribution	<u>(24,281)</u>	<u>(20,469)</u>	<u>(18,872)</u>	<u>(16,385)</u>	<u>-</u>	<u>-</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	\$ 340,446	\$ 247,830	\$ 276,812	\$ 249,774	\$ -	\$ -
Contributions as a percentage of covered payroll	7.13%	8.26%	6.82%	6.56%	0.00%	0.00%
<u>SET Plan:</u>						
Contractually required contribution	\$ 83,352	\$ 71,754	\$ 83,410	\$ 67,798	\$ 58,500	\$ 64,869
Contributions in relation to the contractually required contribution	<u>(83,352)</u>	<u>(71,754)</u>	<u>(83,410)</u>	<u>(67,798)</u>	<u>(58,500)</u>	<u>(64,869)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Town's covered payroll	\$ 1,787,682	\$ 1,845,336	\$ 1,858,677	\$ 1,782,507	\$ 1,508,269	\$ 1,918,273
Contributions as a percentage of covered payroll	4.66%	3.89%	4.49%	3.80%	3.88%	3.38%

* The amounts presented for each fiscal year are for those years for which information is available.

See accompanying independent auditors' report and notes to financial statements.

TOWN OF ACTON, MAINE

SCHEDULE OF CHANGES IN NET OPEB LIABILITY - MEABT PLAN
FOR THE YEAR ENDED JUNE 30, 2020

	Increase (Decrease)		
	Net OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability (a) - (b)
	<u> </u>	<u> </u>	<u> </u>
Balances at 6/30/18 (Reporting June 30, 2019)	\$ 314,936	\$ -	\$ 314,936
Changes for the year:			
Service cost	4,461	-	4,461
Interest	12,361	-	12,361
Changes of benefits	-	-	-
Differences between expected and actual experience	-	-	-
Changes of assumptions	24,364	-	24,364
Contributions - employer	-	-	-
Contributions - member	-	-	-
Net investment income	-	-	-
Benefit payments	-	-	-
Administrative expense	-	-	-
Net changes	<u>41,186</u>	<u>-</u>	<u>41,186</u>
Balances at 6/30/19 (Reporting June 30, 2020)	<u>\$ 356,122</u>	<u>\$ -</u>	<u>\$ 356,122</u>

See accompanying independent auditors' report and notes to financial statements.

TOWN OF ACTON, MAINE

SCHEDULE OF CHANGES IN NET OPEB LIABILITY AND RELATED RATIOS
MEABT PLAN
LAST 10 FISCAL YEARS*

	2020	2019
<u>Total OPEB liability</u>		
Service cost (BOY)	\$ 4,461	\$ 4,855
Interest (includes interest on service cost)	12,361	11,527
Changes of benefit terms	-	-
Differences between expected and actual experience	-	-
Changes of assumptions	24,364	(18,574)
Benefit payments, including refunds of member contributions	-	-
Net change in total OPEB liability	\$ 41,186	\$ (2,192)
Total OPEB liability - beginning	\$ 314,936	\$ 317,128
Total OPEB liability - ending	\$ 356,122	\$ 356,122
<u>Plan fiduciary net position</u>		
Contributions - employer	-	-
Contributions - member	-	-
Net investment income	-	-
Benefit payments, including refunds of member contributions	-	-
Administrative expense	-	-
Net change in fiduciary net position	-	-
Plan fiduciary net position - beginning	\$ -	\$ -
Plan fiduciary net position - ending	\$ -	\$ -
Net OPEB liability - ending	\$ 356,122	\$ 356,122
Plan fiduciary net position as a percentage of the total OPEB liability	-	-
Covered payroll	\$ 1,977,394	\$ 1,924,471
Net OPEB liability as a percentage of covered payroll	18.0%	18.5%

* The amounts presented for each fiscal year are for those years for which information is available.

See accompanying independent auditors' report and notes to financial statements.

TOWN OF ACTON, MAINE

SCHEDULE OF PROPORTIONATE SHARE OF THE NET OPEB LIABILITY
LAST 10 FISCAL YEARS*

	<u>2020</u>	<u>2019</u>	<u>2018</u>
<u>SET Life Insurance:</u>			
Proportion of the net OPEB liability	0.00%	0.00%	0.00%
Town's proportionate share of the net OPEB liability	\$ -	\$ -	\$ -
State's proportionate share of the net OPEB liability associated with the Town	43,175	43,495	37,423
Total	<u>\$ 43,175</u>	<u>\$ 43,495</u>	<u>\$ 37,423</u>
Covered payroll	\$ 1,845,336	\$ 1,858,677	\$ 1,782,507
Proportionate share of the net OPEB liability as a percentage of its covered payroll	0.00%	0.00%	0.00%
Plan fiduciary net position as a percentage of the total OPEB liability	49.51%	49.22%	48.04%

* The amounts presented for each fiscal year were determined as of June 30 and are for those years for which information is available.

See accompanying independent auditors' report and notes to financial statements.

TOWN OF ACTON, MAINE

SCHEDULE OF CONTRIBUTIONS - OPEB
LAST 10 FISCAL YEARS*

	<u>2020</u>	<u>2019</u>
<u>MEABT:</u>		
Employer contributions	\$ -	\$ -
Benefit payments	-	-
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	\$ 1,977,394	\$ 1,924,471
Contributions as a percentage of covered payroll	0.00%	0.00%
	<u>2020</u>	<u>2019</u>
<u>SET Life Insurance:</u>		
Contractually required contribution	\$ -	\$ -
Contributions in relation to the contractually required contribution	-	-
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	\$ 1,787,682	\$ 1,845,336
Contributions as a percentage of covered payroll	0.00%	0.00%

* The amounts presented for each fiscal year are for those years for which information is available.

TOWN OF ACTON, MAINE

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2020

Changes of Assumptions

There was a change in the discount rate for the MEABT plan from 3.87% to 3.50% per GASB 75 discount rate selection.

See accompanying independent auditors' report and notes to financial statements.

Other Supplementary Information

Other supplementary information includes financial statements and schedules not required by the Governmental Accounting Standards Board, nor a part of the basic financial statements, but are presented for purposes of additional analysis.

- Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - General Fund Revenues
- Schedule of Departmental Operations - General Fund
- Combining Balance Sheet - Nonmajor Governmental Funds
- Combining Schedule of Revenues, Expenditures and Changes in Fund Balances - Nonmajor Governmental Funds
- Combining Balance Sheet - Nonmajor Special Revenue Funds
- Combining Schedule of Revenues, Expenditures and Changes in Fund Balances - Nonmajor Special Revenue Funds
- Combining Balance Sheet - Nonmajor Permanent Funds
- Combining Schedule of Revenues, Expenditures and Changes in Fund Balances - Nonmajor Permanent Funds
- Schedule of General Capital Assets by Function
- Schedule of Changes in General Capital Assets by Function

TOWN OF ACTON, MAINE

BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS
 BUDGET AND ACTUAL - GENERAL FUND REVENUES
 FOR THE YEAR ENDED JUNE 30, 2020

	Original Budget	Final Budget	Actual Amounts	Variance Positive (Negative)
Resources (Inflows):				
Taxes:				
Property taxes	\$ 1,973,631	\$ 1,973,631	\$ 2,049,628	\$ 75,997
Motor vehicle excise	475,000	475,000	587,366	112,366
Boat excise	14,500	14,500	17,053	2,553
Intergovernmental revenues:				
State revenue sharing	116,056	116,056	129,121	13,065
Homestead exemption	120,199	120,199	120,199	-
Local road assistance	-	-	51,788	51,788
Tree growth	18,000	18,000	25,556	7,556
Other federal/state/local funds	1,215	2,053	10,606	8,553
Charges for services:				
Town clerk fees	12,000	12,000	13,310	1,310
Building permits	70,000	70,000	114,539	44,539
Plumbing permits	10,000	10,000	12,748	2,748
Animal control fees	1,700	1,700	2,822	1,122
Planning board fees	-	-	5,027	5,027
Marriage licenses	500	500	432	(68)
Rescue services	75,000	75,000	102,767	27,767
Other	1,150	1,150	1,607	457
Investment income, net of unrealized gains/(losses)	22,000	22,000	55,103	33,103
Other revenues:				
Recycling income	25,000	25,000	23,346	(1,654)
Transfer station	-	-	275	275
Cable access	5,557	37,608	37,608	-
Interest and fees on taxes	35,000	35,000	41,393	6,393
Proceeds from sale of assets	-	-	4,677	4,677
Misc. other	3,800	13,702	22,321	8,619
Amounts Available for Appropriation	<u>\$ 2,980,308</u>	<u>\$ 3,023,099</u>	<u>\$ 3,429,292</u>	<u>\$ 406,193</u>

See accompanying independent auditors' report and notes to financial statements.

TOWN OF ACTON, MAINE

SCHEDULE OF DEPARTMENTAL OPERATIONS - GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2020

	Original Budget	Budget Adjustments	Final Budget	Expenditures	Variance Positive (Negative)
GENERAL GOVERNMENT					
Governing body	\$ 30,271	\$ -	\$ 30,271	\$ 30,220	\$ 51
Town gym expenses	-	-	-	3,694	(3,694)
General office assistant	66,038	-	66,038	48,044	17,994
Municipal management	519,988	-	519,988	445,313	74,675
Elections	6,883	-	6,883	3,204	3,679
Registrar of voters	4,570	-	4,570	4,569	1
Land use	175,694	-	175,694	168,019	7,675
Finance/treasury	51,963	-	51,963	51,839	124
Town clerk/tax collector	89,293	-	89,293	87,229	2,064
Assessment and revaluations	44,400	-	44,400	36,950	7,450
Total	989,100	-	989,100	879,081	110,019
PUBLIC SAFETY					
Fire/rescue services	630,696	-	630,696	620,337	10,359
Communications	32,005	-	32,005	30,105	1,900
Animal control	16,362	-	16,362	16,115	247
EMA	1,938	-	1,938	1,060	878
Street lights	1,800	-	1,800	1,687	113
Total	682,801	-	682,801	669,304	13,497
PUBLIC WORKS					
Transfer station	291,620	-	291,620	268,267	23,353
District 1	263,506	-	263,506	169,692	93,814
District 2	268,506	-	268,506	412,847	(144,341)
Sand/salt stockpile	163,025	-	163,025	119,683	43,342
Public works buildings/equipment	21,038	-	21,038	10,929	10,109
Total	1,007,695	-	1,007,695	981,418	26,277
RECREATION					
	21,699	-	21,699	10,996	10,703
GENERAL ASSISTANCE					
	4,000	-	4,000	1,116	2,884
COUNTY TAX					
	309,239	-	309,239	309,238	1

TOWN OF ACTON, MAINE

SCHEDULE OF DEPARTMENTAL OPERATIONS - GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2020

	Original Budget	Budget Adjustments	Final Budget	Expenditures	Variance Positive (Negative)
SOCIAL SERVICES					
Donations	72,186	-	72,186	71,186	1,000
Total	72,186	-	72,186	71,186	1,000
OTHER					
Health officer	259	-	259	258	1
Mary Grant	-	2,847	2,847	170	2,677
Neighbors helping neighbors	-	11,533	11,533	6,043	5,490
Cemeteries	3,250	-	3,250	1,052	2,198
Cable access	-	32,051	32,051	31,497	554
Town forestry/logging	1,077	-	1,077	1,077	-
Roads	-	41,000	41,000	2,400	38,600
Dams	43,265	-	43,265	93,979	(50,714)
Overlay	45,513	-	45,513	-	45,513
Fuel assistance donations	-	862	862	162	700
Capital reserve	75,224	-	75,224	64,524	10,700
Fire department donations	-	4,604	4,604	2,048	2,556
Fire department thermal imaging camera	-	4,000	4,000	4,000	-
FEMA expenses	-	38,452	38,452	9,212	29,240
Emergency and capital improvements	10,000	-	10,000	19,017	(9,017)
Total	178,588	135,349	313,937	235,439	78,498
TOTAL DEPARTMENTAL OPERATIONS	\$ 3,265,308	\$ 135,349	\$ 3,400,657	\$ 3,157,778	\$ 242,879

See accompanying independent auditors' report and notes to financial statements.

TOWN OF ACTON, MAINE

COMBINING BALANCE SHEET - NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2020

	Special Revenue Funds	Permanent Funds	Total Nonmajor Governmental Funds
	<u> </u>	<u> </u>	<u> </u>
ASSETS			
Cash and cash equivalents	\$ -	\$ 59,390	\$ 59,390
Investments	-	44,019	44,019
Due from other governments	52,863	-	52,863
TOTAL ASSETS	<u>\$ 52,863</u>	<u>\$ 103,409</u>	<u>\$ 156,272</u>
LIABILITIES			
Accounts payable	\$ 1,540	\$ -	\$ 1,540
Due to other funds	13,547	-	13,547
TOTAL LIABILITIES	<u>15,087</u>	<u>8,002</u>	<u>23,089</u>
FUND BALANCES (DEFICITS)			
Nonspendable	-	-	-
Restricted	39,833	95,407	135,240
Committed	-	-	-
Assigned	-	-	-
Unassigned	(2,057)	-	(2,057)
TOTAL FUND BALANCES (DEFICITS)	<u>37,776</u>	<u>95,407</u>	<u>133,183</u>
TOTAL LIABILITIES AND FUND BALANCES (DEFICITS)	<u>\$ 52,863</u>	<u>\$ 103,409</u>	<u>\$ 156,272</u>

See accompanying independent auditors' report and notes to financial statements.

TOWN OF ACTON, MAINE

COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCES - NONMAJOR GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2020

	Special Revenue Funds	Permanent Funds	Total Nonmajor Governmental Funds
REVENUES			
Intergovernmental revenue	\$ 252,811	\$ -	\$ 252,811
Investment income, net of unrealized gains/(losses)	-	(17,371)	(17,371)
TOTAL REVENUES	<u>252,811</u>	<u>(17,371)</u>	<u>235,440</u>
EXPENDITURES			
Education	214,581	-	214,581
Other	-	2,000	2,000
TOTAL EXPENDITURES	<u>214,581</u>	<u>2,000</u>	<u>216,581</u>
NET CHANGE IN FUND BALANCES (DEFICITS)	38,230	(19,371)	18,859
FUND BALANCES (DEFICITS) - JULY 1	<u>(454)</u>	<u>114,778</u>	<u>114,324</u>
FUND BALANCES (DEFICITS) - JUNE 30	<u>\$ 37,776</u>	<u>\$ 95,407</u>	<u>\$ 133,183</u>

See accompanying independent auditors' report and notes to financial statements.

Special Revenue Funds

Special revenue funds are established to account for the proceeds of specific revenue sources (other than fiduciary trusts or for major capital projects) that are legally restricted to expenditures for specific purposes.

TOWN OF ACTON, MAINE

COMBINING BALANCE SHEET - NONMAJOR SPECIAL REVENUE FUNDS
 JUNE 30, 2020

	Local Entitlement	Title IV	Title IA	Title IIA	Small Rural School	Local Entitlement Preschool	ESSERF Cares	Total
ASSETS								
Due from other governments	\$ -	\$ 6,468	\$ -	\$ -	\$ -	\$ -	\$ 46,395	\$ 52,863
TOTAL ASSETS	<u>\$ -</u>	<u>\$ 6,468</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 46,395</u>	<u>\$ 52,863</u>
LIABILITIES								
Accounts payable	\$ -	\$ 1,540	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,540
Due to other funds	-	3,402	-	2,057	-	-	8,088	13,547
TOTAL LIABILITIES	<u>-</u>	<u>4,942</u>	<u>-</u>	<u>2,057</u>	<u>-</u>	<u>-</u>	<u>8,088</u>	<u>15,087</u>
FUND BALANCES (DEFICITS)								
Nonspendable	-	-	-	-	-	-	-	-
Restricted	-	1,526	-	-	-	-	38,307	39,833
Committed	-	-	-	-	-	-	-	-
Assigned	-	-	-	-	-	-	-	-
Unassigned	-	-	-	(2,057)	-	-	-	(2,057)
TOTAL FUND BALANCES (DEFICITS)	<u>-</u>	<u>1,526</u>	<u>-</u>	<u>(2,057)</u>	<u>-</u>	<u>-</u>	<u>38,307</u>	<u>37,776</u>
TOTAL LIABILITIES AND FUND BALANCES (DEFICITS)	<u>\$ -</u>	<u>\$ 6,468</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 46,395</u>	<u>\$ 52,863</u>

See accompanying independent auditors' report and notes to financial statements.

TOWN OF ACTON, MAINE

COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
NONMAJOR SPECIAL REVENUE FUNDS
FOR THE YEAR ENDED JUNE 30, 2020

	Local Entitlement	Title IV	Title IA	Title IIA	Small Rural School	Local Entitlement Preschool	ESSERF Cares	Total
REVENUES								
Intergovernmental revenues	\$ 102,593	\$ 10,196	\$ 63,687	\$ 6,969	\$ 21,756	\$ 1,215	\$ 46,395	\$ 252,811
TOTAL REVENUES	<u>102,593</u>	<u>10,196</u>	<u>63,687</u>	<u>6,969</u>	<u>21,756</u>	<u>1,215</u>	<u>46,395</u>	<u>252,811</u>
EXPENDITURES								
Education	102,593	8,670	63,687	8,572	21,756	1,215	8,088	214,581
TOTAL EXPENDITURES	<u>102,593</u>	<u>8,670</u>	<u>63,687</u>	<u>8,572</u>	<u>21,756</u>	<u>1,215</u>	<u>8,088</u>	<u>214,581</u>
NET CHANGE IN FUND BALANCES (DEFICITS)	-	1,526	-	(1,603)	-	-	38,307	38,230
FUND BALANCES (DEFICITS) - JULY 1	-	-	-	(454)	-	-	-	(454)
FUND BALANCES (DEFICITS) - JUNE 30	<u>\$ -</u>	<u>\$ 1,526</u>	<u>\$ -</u>	<u>\$ (2,057)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 38,307</u>	<u>\$ 37,776</u>

See accompanying independent auditors' report and notes to financial statements.

Permanent Funds

Permanent funds are used to account for assets held by the Town of Acton, Maine that are legally restricted pursuant to Title 30-A, §5653 of the Maine State Statutes, as amended and unless otherwise specified, only earnings and not principal, may be used for purposes that benefit the Town or its citizenry. These funds have been established for various purposes including the provision and/or maintenance of the cemeteries.

TOWN OF ACTON, MAINE

COMBINING BALANCE SHEET - NONMAJOR PERMANENT FUNDS

JUNE 30, 2020

	Cemetery Fund	Holdsworth Scholarship	Lawrence Family Trust	Dorothy Dunnells	Holdsworth Trust	Lavesque Escrow	C.A. Plante Escrow	Total
ASSETS								
Cash and cash equivalents	\$ 10,271	\$ 31,511	\$ 2,284	\$ 7,322	\$ -	\$ 3,001	\$ 5,001	\$ 59,390
Investments	-	-	-	-	44,019	-	-	44,019
TOTAL ASSETS	\$ 10,271	\$ 31,511	\$ 2,284	\$ 7,322	\$ 44,019	\$ 3,001	\$ 5,001	\$ 103,409
LIABILITIES								
Escrow	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,001	\$ 5,001	\$ 8,002
TOTAL LIABILITIES	-	-	-	-	-	3,001	5,001	8,002
FUND BALANCES								
Nonspendable	-	-	-	-	-	-	-	-
Restricted	10,271	31,511	2,284	7,322	44,019	-	-	95,407
Committed	-	-	-	-	-	-	-	-
Assigned	-	-	-	-	-	-	-	-
Unassigned	-	-	-	-	-	-	-	-
TOTAL FUND BALANCES	10,271	31,511	2,284	7,322	44,019	-	-	95,407
TOTAL LIABILITIES AND FUND BALANCES	\$ 10,271	\$ 31,511	\$ 2,284	\$ 7,322	\$ 44,019	\$ 3,001	\$ 5,001	\$ 103,409

See accompanying independent auditors' report and notes to financial statements.

TOWN OF ACTON, MAINE

COMBINING SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
NONMAJOR PERMANENT FUNDS
FOR THE YEAR ENDED JUNE 30, 2020

	Cemetery Fund	Holdsworth Scholarship	Lawrence Family Trust	Dorothy Dunnells	Holdsworth Trust	Lavesque Escrow	C.A. Plante Escrow	Total
REVENUES								
Investment income, net of unrealized gains/(losses)	\$ 15	\$ 2,720	\$ 4	\$ 20	\$ (20,130)	\$ -	\$ -	\$ (17,371)
TOTAL REVENUES	<u>15</u>	<u>2,720</u>	<u>4</u>	<u>20</u>	<u>(20,130)</u>	<u>-</u>	<u>-</u>	<u>(17,371)</u>
EXPENDITURES								
Scholarship/other	-	2,000	-	-	-	-	-	2,000
TOTAL EXPENDITURES	<u>-</u>	<u>2,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,000</u>
NET CHANGE IN FUND BALANCES	15	720	4	20	(20,130)	-	-	(19,371)
FUND BALANCES - JULY 1	<u>10,256</u>	<u>30,791</u>	<u>2,280</u>	<u>7,302</u>	<u>64,149</u>	<u>-</u>	<u>-</u>	<u>114,778</u>
FUND BALANCES - JUNE 30	<u>\$ 10,271</u>	<u>\$ 31,511</u>	<u>\$ 2,284</u>	<u>\$ 7,322</u>	<u>\$ 44,019</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 95,407</u>

See accompanying independent auditors' report and notes to financial statements.

General Capital Assets

General capital assets are those assets related to activities reported in the governmental funds. These assets are reported in the governmental activities' column of the government-wide statement of net position.

TOWN OF ACTON, MAINE

SCHEDULE OF GENERAL CAPITAL ASSETS BY FUNCTION
 JUNE 30, 2020

	Land and Non-depreciable Assets	Buildings, Building Improvements and Land Improvements	Furniture, Fixtures, Equipment and Vehicles	Infrastructure	Total
Public safety	\$ 37,500	\$ 640,865	\$ 1,409,156	\$ -	\$ 2,087,521
Public works	-	535,000	22,800	623,259	1,181,059
Education	-	4,616,761	930,849	69,625	5,617,235
Transfer station	-	187,315	49,905	-	237,220
Recreation	29,000	145,488	-	-	174,488
Town-wide	223,865	511,571	64,683	7,675	807,794
Total General Capital Assets	<u>290,365</u>	<u>6,637,000</u>	<u>2,477,393</u>	<u>700,559</u>	<u>10,105,317</u>
Less: Accumulated Depreciation	<u>-</u>	<u>(4,472,250)</u>	<u>(1,769,386)</u>	<u>(51,451)</u>	<u>(6,293,087)</u>
Net General Capital Assets	<u>\$ 290,365</u>	<u>\$ 2,164,750</u>	<u>\$ 708,007</u>	<u>\$ 649,108</u>	<u>\$ 3,812,230</u>

See accompanying independent auditors' report and notes to financial statements.

TOWN OF ACTON, MAINE

SCHEDULE OF CHANGES IN GENERAL CAPITAL ASSETS BY FUNCTION
FOR THE YEAR ENDED JUNE 30, 2020

	General Capital Assets 7/1/19	Additions	Deletions	General Capital Assets 6/30/20
Public safety	\$ 2,082,650	\$ 83,235	\$ (78,364)	\$ 2,087,521
Public works	963,437	217,622	-	1,181,059
Education	5,546,900	70,335	-	5,617,235
Transfer station	237,220	-	-	237,220
Recreation	170,488	4,000	-	174,488
Town-wide	793,348	14,446	-	807,794
Total General Capital Assets	<u>9,794,043</u>	<u>389,638</u>	<u>(78,364)</u>	<u>10,105,317</u>
Less: Accumulated Depreciation	<u>(6,051,041)</u>	<u>(315,312)</u>	<u>73,266</u>	<u>(6,293,087)</u>
Net General Capital Assets	<u>\$ 3,743,002</u>	<u>\$ 74,326</u>	<u>\$ (5,098)</u>	<u>\$ 3,812,230</u>

See accompanying independent auditors' report and notes to financial statements.



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

Selectboard
Town of Acton
Acton, Maine

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the Town of Acton, Maine as of and for the year ended June 30, 2020 and the related notes to the financial statements, which collectively comprise the Town of Acton, Maine's basic financial statements and have issued our report thereon dated October 23, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Town of Acton, Maine's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the 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 of Acton, Maine's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Acton, Maine's internal control.

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 a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. 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.

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Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town of Acton, Maine's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*. We noted certain other matters that we reported to management of the Town of Acton, Maine in a separate letter dated October 23, 2020.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

RHR Smith & Company

Buxton, Maine
October 23, 2020

TOWN OF ACTON, MAINE

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2020

Federal Grantor Pass-through Grantor Program or Cluster Title	Federal CFDA Number	Pass-through Grantor Number	Expenditures to Subrecipients	Federal Expenditures
U.S. Department of Agriculture				
Passed-through State of Maine - Department of Education and Cultural Services:				
Child Nutrition Cluster:				
School Breakfast Program	10.553	013-06A-3014-05	\$ -	\$ 13,178
National School Lunch Program	10.555	013-06A-3125-95	-	28,801
Subtotal Child Nutrition Cluster			<u>-</u>	<u>41,979</u>
Food Distribution Cluster:				
Commodity Supplemental Food Program	10.565	N/A	-	2,693
Subtotal Food Distribution Cluster			<u>-</u>	<u>2,693</u>
Total U.S. Department of Agriculture			<u>-</u>	<u>44,672</u>
U.S. Department of Education				
Passed-through State of Maine - Department of Education and Cultural Services:				
Title I Grants to Local Educational Agencies	84.010	013-06A-3107-13	-	63,687
Special Education Cluster (IDEA):				
Special Education-Grants to States	84.027	013-06A-3046-12	-	102,593
Special Education Preschool Grants	84.173	013-06A-6247-23	-	1,215
Subtotal Special Education Cluster (IDEA)			<u>-</u>	<u>103,808</u>
Rural Education	84.358	013-06A-3005-03	-	21,756
Supporting Effective Instruction State Grants	84.367	013-06A-3042-11	-	9,026
Student Support and Academic Enrichment Program	84.424	013-06A-3345-13	-	8,670
Education Stabilization Fund	84.425D	013-05A-3345-03	-	8,088
Total U.S. Department of Education			<u>-</u>	<u>206,947</u>
TOTAL FEDERAL ASSISTANCE			<u>\$ -</u>	<u>\$ 251,619</u>

DISCLOSURES:

This Town is not required to have a federal 2 C.F.R. Part 200 Uniform Guidance Audit.

TOWN OF ACTON, MAINE

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2020

1. Basis of Presentation

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of the Town of Acton, Maine under programs of the federal government for the year ended June 30, 2020. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the Town of Acton, Maine, it is not intended to and does not present the financial position, changes in net position or cash flows of the Town of Acton, Maine.

2. Summary of Significant Accounting Policies

- a. Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance and/or OMB Circular A-87, *Cost Principles for State, Local and Indian Tribal Governments*, wherein certain types of expenditures are not allowable or are limited as to reimbursement.
- b. The Town of Acton, Maine has not elected to use the 10 percent *de minimis* indirect cost rate as allowed under the Uniform Guidance.

3. Food Donation Program

The Town of Acton, Maine reports commodities consumed on the Schedule at the fair value [or entitlement value]. The Government allocated donated food commodities to the respective program(s) that benefitted from the use of those donated food commodities.



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INDEPENDENT AUDITORS' REPORT ON STATE REQUIREMENTS

Selectboard
Town of Acton
Acton, Maine

We have audited the financial statements of the Town of Acton, Maine for the year ended June 30, 2020 and have issued our report thereon dated October 23, 2020. Our audit was made in accordance with auditing standards generally accepted in the United States of America and applicable state and federal laws relating to financial and compliance audits and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

In connection with our audit, we reviewed the budgetary controls that are in place and have reviewed the annual financial report that was submitted to the Maine Department of Education for accuracy. In addition, we have reviewed the Town of Acton, Maine's compliance with applicable provisions of the Maine Finance Act as noted under MRSA Title 20A, section 6051 as we considered necessary in obtaining our understanding.

The results of our procedures indicate that with respect to the items tested, the Town of Acton, Maine complied, in all material respects, with the provisions referred to in the preceding paragraph. With respect to items not tested, nothing came to our attention that caused us to believe that the Town of Acton, Maine was in noncompliance with or in violation of, those provisions.

Management has determined that no adjustments were necessary to the fiscal books of the Town of Acton, Maine and have attached the following schedule as it relates to the reconciliation of audit adjustments to the updated annual financial data submitted to the Maine Education Financial System maintained at the Maine Department of Education.

This report is intended solely for the information of the Selectboard, School Board, management and the Maine Department of Education. This report is not intended to be and should not be used by anyone other than the specified parties.

RHR Smith & Company

Buxton, Maine
October 23, 2020

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ACTON SCHOOL DEPARTMENT

RECONCILIATION OF AUDIT ADJUSTMENTS TO ANNUAL FINANCIAL DATA SUBMITTED
TO THE MAINE EDUCATION FINANCIAL SYSTEM
FOR THE YEAR ENDED JUNE 30, 2020

	General Fund (1000)	Special Revenue Funds (2000)	Capital Projects Funds (3000)	Total
June 30, 2020 Balance Per MEFS	\$ 1,774,380	\$ 37,776	\$ -	\$ 1,812,156
Other Adjustments:				
Miscellaneous adjustments	146	-	-	146
Audited GAAP Basis Fund Balance June 30, 2020	<u>\$ 1,774,526</u>	<u>\$ 37,776</u>	<u>\$ -</u>	<u>\$ 1,812,302</u>