

TOWN OF DUBLIN, NEW HAMPSHIRE

FINANCIAL REPORT

AS OF AND FOR THE YEAR ENDED
DECEMBER 31, 2019

**TOWN OF DUBLIN, NEW HAMPSHIRE
FINANCIAL REPORT
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DECEMBER 31, 2019**

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Roberts & Greene, PLLC

INDEPENDENT AUDITOR'S REPORT

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

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Dublin, New Hampshire, as of and for the year ended December 31, 2019, which collectively comprise the Town's basic financial statements as listed in the table of contents, and the related notes to the financial statements.

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, which includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

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

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

Basis for Adverse Opinion on the Governmental Activities

As discussed in Note I.B.3. to the financial statements, management has not recorded the capital assets and accumulated depreciation in governmental activities, and accordingly, has not recorded depreciation expense on those assets. Accounting principles generally accepted in the United States of America require that the capital assets, including infrastructure, be capitalized and depreciated, which would increase the assets, net position, and expenses of the governmental activities. The amount by which this departure would affect the assets, net position, and expenses of the governmental activities is not reasonably determined.

Adverse Opinion

In our opinion, because of the effects of the matter discussed in the preceding paragraph, the financial statements referred to above do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the governmental activities of the Town of Dublin as of December 31, 2019, or the changes in financial position thereof for the year then ended.

Unmodified Opinions

Also, in our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each major fund and the aggregate remaining fund information of the Town of Dublin as of December 31, 2019, and the respective changes in financial position thereof and the budget to actual comparison for the General Fund, for the year then ended in conformity 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 pension related information on pages 28-30 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. 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.

The Town of Dublin has not presented a management's discussion and analysis. Accounting principles generally accepted in the United States of America have determined that the management's discussion and analysis is necessary to supplement, but is not required to be part of, the basic financial statements.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Dublin's basic financial statements as a whole. The combining and individual fund schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. They are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. The 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 information is fairly stated in all material respects in relation to the basic financial statements as a whole.

July 15, 2020



BASIC FINANCIAL STATEMENTS

EXHIBIT 1
TOWN OF DUBLIN, NEW HAMPSHIRE
Statement of Net Position
December 31, 2019

	Governmental Activities
ASSETS	
Cash and cash equivalents	\$ 3,054,731
Investments	1,918,367
Receivables, net of allowance for uncollectibles	552,542
Prepaid items	1,044
Tax deeded property held for resale	1,299
Total assets	5,527,983
 DEFERRED OUTFLOWS OF RESOURCES	
Deferred amounts related to pensions	102,613
 LIABILITIES	
Accounts payable	139,183
Accrued payroll and benefits	25,212
Accrued interest payable	6,185
Intergovernmental payable	1,973,688
Noncurrent obligations:	
Due within one year:	
Note payable	126,815
Capital lease payable	55,954
Compensated absences payable	10,316
Accrued landfill postclosure care costs	2,700
Due in more than one year:	
Note payable	262,722
Capital lease payable	57,213
Compensated absences payable	38,067
Accrued landfill postclosure care costs	78,300
Net pension liability	967,214
Total liabilities	3,743,569
 DEFERRED INFLOWS OF RESOURCES	
Unearned revenue	10,703
Deferred amounts related to pensions	113,742
Total deferred inflows of resources	124,445
 NET POSITION	
Net investment in capital assets	(502,704)
Restricted for:	
Perpetual care:	
Nonexpendable	299,422
Expendable	137,441
Other purposes	712,853
Unrestricted	1,115,570
Total net position	\$ 1,762,582

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

EXHIBIT 2
TOWN OF DUBLIN, NEW HAMPSHIRE
Statement of Activities
For the Year Ended December 31, 2019

	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Governmental activities:					
General government	\$ 664,833	\$ 4,291	\$ 7,947	\$ -	\$ (652,595)
Public safety	562,293	13,839	7,019	-	(541,435)
Highways and streets	498,670	-	-	81,782	(416,888)
Sanitation	171,920	24,124	-	-	(147,796)
Health	5,406	-	-	-	(5,406)
Welfare	17,402	-	7,673	-	(9,729)
Culture and recreation	123,597	10,090	16,722	-	(96,785)
Conservation	1,991	-	24,053	-	22,062
Interest on long-term debt	11,548	-	-	-	(11,548)
Capital outlay	386,072	-	-	-	(386,072)
Total governmental activities	<u>\$ 2,443,732</u>	<u>\$ 52,344</u>	<u>\$ 63,414</u>	<u>\$ 81,782</u>	<u>(2,246,192)</u>
General revenues:					
Property taxes					1,621,583
Other taxes					5,727
Licenses and permits					372,196
Grants and contributions not restricted to specific programs					80,398
Miscellaneous					243,026
Total general revenues					<u>2,322,930</u>
Change in net position					<u>76,738</u>
Net position, beginning					<u>1,685,844</u>
Net position, ending					<u>\$ 1,762,582</u>

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

EXHIBIT 3
TOWN OF DUBLIN, NEW HAMPSHIRE
Balance Sheet
Governmental Funds
December 31, 2019

	General	Expendable Trust	Permanent	Other Governmental Funds	Total Governmental Funds
ASSETS					
Cash and cash equivalents	\$ 2,382,241	\$ 352,520	\$ 58,927	\$ 261,043	\$ 3,054,731
Investments	-	816,937	818,172	283,258	1,918,367
Receivables, net of allowance for uncollectibles:					
Taxes	535,078	-	-	-	535,078
Accounts	17,464	-	-	-	17,464
Interfund receivable	69,962	-	-	5,140	75,102
Prepaid items	1,044	-	-	-	1,044
Tax deeded property held for resale	1,299	-	-	-	1,299
Total assets	<u>\$ 3,007,088</u>	<u>\$ 1,169,457</u>	<u>\$ 877,099</u>	<u>\$ 549,441</u>	<u>\$ 5,603,085</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES					
Liabilities:					
Accounts payable	\$ 139,183	\$ -	\$ -	\$ -	\$ 139,183
Accrued salaries and benefits	25,212	-	-	-	25,212
Intergovernmental payable	1,973,688	-	-	-	1,973,688
Interfund payable	5,140	58,430	11,532	-	75,102
Total liabilities	<u>2,143,223</u>	<u>58,430</u>	<u>11,532</u>	<u>-</u>	<u>2,213,185</u>
Deferred inflows of resources:					
Deferred revenue	<u>393,855</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>393,855</u>
Fund balances:					
Nonspendable	2,343	-	559,570	-	561,913
Restricted	-	-	305,997	284,148	590,145
Committed	-	1,111,027	-	265,293	1,376,320
Assigned	64,925	-	-	-	64,925
Unassigned	402,742	-	-	-	402,742
Total fund balances	<u>470,010</u>	<u>1,111,027</u>	<u>865,567</u>	<u>549,441</u>	<u>2,996,045</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 3,007,088</u>	<u>\$ 1,169,457</u>	<u>\$ 877,099</u>	<u>\$ 549,441</u>	<u>\$ 5,603,085</u>

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

EXHIBIT 4
TOWN OF DUBLIN, NEW HAMPSHIRE
Reconciliation of Total Fund Balances of Governmental Funds to the Statement of Net Position
December 31, 2019

Total fund balances of governmental funds (Exhibit 3)		\$ 2,996,045
Amounts reported for governmental activities in the statement of net position are different because:		
Interfund receivables and payables between governmental funds are eliminated on the statement of net position.		
Receivables	\$ (75,102)	
Payables	<u>75,102</u>	-
Revenues that are not available to pay for current period expenditures are deferred in the funds.		
Unavailable tax revenue		383,152
Interest on long-term debt is not accrued in governmental funds.		
Accrued interest payable		(6,185)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds.		
Note outstanding	(389,537)	
Capital lease outstanding	(113,167)	
Compensated absences payable	(48,383)	
Accrued landfill postclosure care costs	(81,000)	
Net pension liability	<u>(967,214)</u>	(1,599,301)
Deferred outflows and inflows of resources related to pensions are applicable to future periods and, therefore, are not reported in the funds.		
Deferred outflows of resources related to pensions	\$ 102,613	
Deferred inflows of resources related to pensions	<u>(113,742)</u>	(11,129)
Total net position of governmental activities (Exhibit 1)		<u><u>\$ 1,762,582</u></u>

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

EXHIBIT 5
TOWN OF DUBLIN, NEW HAMPSHIRE
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the Year Ended December 31, 2019

	General	Expendable Trust	Permanent	Other Governmental Funds	Total Governmental Funds
Revenues:					
Taxes	\$ 1,529,924	\$ -	\$ -	\$ 675	\$ 1,530,599
Licenses, permits and fees	372,196	-	-	-	372,196
Intergovernmental	206,343	-	-	-	206,343
Charges for services	28,895	-	-	24,144	53,039
Miscellaneous	44,280	54,112	119,415	43,775	261,582
Total revenues	<u>2,181,638</u>	<u>54,112</u>	<u>119,415</u>	<u>68,594</u>	<u>2,423,759</u>
Expenditures:					
Current:					
General government	658,573	300	-	-	658,873
Public safety	538,450	-	-	9,246	547,696
Highways and streets	487,418	-	-	-	487,418
Sanitation	165,406	-	-	-	165,406
Health	5,406	-	-	-	5,406
Welfare	17,402	-	-	-	17,402
Culture and recreation	117,341	-	-	6,256	123,597
Conservation	1,991	-	-	-	1,991
Debt service:					
Principal	-	54,722	-	-	54,722
Interest	-	7,899	-	-	7,899
Capital outlay	386,072	-	-	-	386,072
Total expenditures	<u>2,378,059</u>	<u>62,921</u>	<u>-</u>	<u>15,502</u>	<u>2,456,482</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(196,421)</u>	<u>(8,809)</u>	<u>119,415</u>	<u>53,092</u>	<u>(32,723)</u>
Other financing sources (uses):					
Transfers in	242,573	207,400	825	2,073	452,871
Transfers out	(210,298)	(201,541)	(16,032)	(25,000)	(452,871)
Long-term debt issued	389,537	-	-	-	389,537
Total other financing sources and uses	<u>421,812</u>	<u>5,859</u>	<u>(15,207)</u>	<u>(22,927)</u>	<u>389,537</u>
Net change in fund balances	225,391	(2,950)	104,208	30,165	356,814
Fund balances, beginning	244,619	1,113,977	761,359	519,276	2,639,231
Fund balances, ending	<u>\$ 470,010</u>	<u>\$ 1,111,027</u>	<u>\$ 865,567</u>	<u>\$ 549,441</u>	<u>\$ 2,996,045</u>

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

EXHIBIT 6
TOWN OF DUBLIN, NEW HAMPSHIRE
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund
Balances of Governmental Funds to the Statement of Activities
For the Year Ended December 31, 2019

Net change in fund balances of governmental funds (Exhibit 5)		\$ 356,814
Amounts reported for governmental activities in the statement of activities are different because:		
Transfers in and out between governmental funds are eliminated on the operating statement.		
Transfers in	\$ (452,871)	
Transfers out	<u>452,871</u>	-
Revenue in the statement of activities that does not provide current financial resources is not reported as revenue in governmental funds.		
Change in unavailable tax revenue		96,711
The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position.		
Proceeds of long-term note	\$ (389,537)	
Repayment of capital lease principal	<u>54,722</u>	(334,815)
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.		
Increase in accrued interest expense	\$ (3,649)	
Increase in compensated absences payable	<u>(21,727)</u>	(25,376)
Governmental funds report pension contributions as expenditures. However, in the statement of activities, the cost of pension benefits earned, net of employee contributions, is reported as pension expense.		
Town pension contributions	\$ 88,637	
Cost of benefits earned, net of employee contributions	<u>(105,233)</u>	(16,596)
Change in net position of governmental activities (Exhibit 2)		<u><u>\$ 76,738</u></u>

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

EXHIBIT 7
TOWN OF DUBLIN, NEW HAMPSHIRE
General Fund
Statement of Revenues, Expenditures and Changes in Unassigned Fund Balance
Budget and Actual (Non-GAAP Budgetary Basis)
For the Year Ended December 31, 2019

	Original and Final Budget	Actual	Variance Positive (Negative)
REVENUES			
Taxes	\$ 1,671,739	\$ 1,626,635	\$ (45,104)
Licenses, permits and fees	313,500	372,196	58,696
Intergovernmental	195,892	206,343	10,451
Charges for services	26,207	28,895	2,688
Miscellaneous	33,848	44,280	10,432
Total revenues	<u>2,241,186</u>	<u>2,278,349</u>	<u>37,163</u>
EXPENDITURES			
Current:			
General government	615,261	652,573	(37,312)
Public safety	613,702	538,450	75,252
Highways and streets	479,925	478,843	1,082
Sanitation	156,091	165,406	(9,315)
Health	6,413	5,406	1,007
Welfare	19,641	17,402	2,239
Culture and recreation	125,233	117,341	7,892
Conservation	4,063	1,991	2,072
Capital outlay	426,525	386,072	40,453
Total expenditures	<u>2,446,854</u>	<u>2,363,484</u>	<u>83,370</u>
Deficiency of revenues under expenditures	<u>(205,668)</u>	<u>(85,135)</u>	<u>120,533</u>
Other financing sources (uses):			
Transfers in	412,169	242,573	(169,596)
Transfers out	(208,226)	(210,298)	(2,072)
Long-term debt issued	-	389,537	389,537
Total other financing sources and uses	<u>203,943</u>	<u>421,812</u>	<u>217,869</u>
Net change in fund balance	<u>\$ (1,725)</u>	336,677	<u>\$ 338,402</u>
Decrease in nonspendable fund balance		7,937	
Unassigned fund balance, beginning		441,280	
Unassigned fund balance, ending		<u>\$ 785,894</u>	

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

EXHIBIT 8
TOWN OF DUBLIN, NEW HAMPSHIRE
Statement of Fiduciary Net Position
Fiduciary Funds
December 31, 2019

	Private Purpose Trust	Agency
Assets:		
Cash and cash equivalents	\$ 25,096	\$ 15,297
Investments	348,457	-
Total assets	<u>373,553</u>	<u>15,297</u>
Liabilities:		
Due to developers	<u>-</u>	<u>15,297</u>
Net position:		
Held in trust for specific purposes	<u>\$ 373,553</u>	<u>\$ -</u>

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

EXHIBIT 9
TOWN OF DUBLIN, NEW HAMPSHIRE
Statement of Changes in Fiduciary Net Position
Fiduciary Funds
For the Year Ended December 31, 2019

	Private Purpose Trust
Additions:	
Investment earnings:	
Interest and dividends	\$ 6,815
Net change in fair value of investments	43,677
Total additions	50,492
Deductions:	
Trust distributions	5,000
Change in net position	45,492
Net position, beginning	328,061
Net position, ending	\$ 373,553

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

NOTES TO BASIC FINANCIAL STATEMENTS

**TOWN OF DUBLIN, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED
DECEMBER 31, 2019**

I. Summary of Significant Accounting Principles

I.A. Introduction

The accounting and reporting framework and the more significant accounting principles and practices of the Town of Dublin (the Town) are discussed in subsequent sections of this note. The remainder of the notes is organized to provide explanations, including required disclosures, of the Town's financial activities for the fiscal year ended December 31, 2019.

I.B. Financial Reporting Entity – Basis of Presentation

I.B.1. Entity Defined

The Town of Dublin is a municipal corporation governed by a board of selectmen consisting of three members elected by the voters. These financial statements present the financial position and activity of the primary government. Component units are organizations for which the primary government is financially accountable, or other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the financial reporting entity's financial statements to be misleading or incomplete. Based on the stated criteria, the Town's financial statements do not include any component units.

I.B.2. Government-Wide and Fund Financial Statements

Government-Wide Financial Statements

The government-wide financial statements include the statement of net position and the statement of activities. These statements report financial information for the Town as a whole, excluding fiduciary activities. Individual funds are not displayed.

The statement of activities reports the expenses of a given function offset by program revenues directly connected with the functional program. A function is an assembly of similar activities and may include portions of a fund or summarize more than one fund to capture the expenses and program revenues associated with a distinct functional activity. Program revenues include: (1) charges for services which report fees, fines and forfeitures, and other charges for the Town's services, (2) operating grants and contributions, which finance annual operating activities including restricted investment income, and (3) capital grants and contributions, which finance the acquisition, construction, or rehabilitation of capital assets. These revenues are subject to externally imposed restrictions to these program uses. Taxes and revenue from other sources not properly included with program revenues are reported as general revenues.

**TOWN OF DUBLIN, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED
DECEMBER 31, 2019**

Fund Financial Statements

Fund financial statements are provided for governmental and fiduciary funds. Major individual, governmental funds are reported in separate columns with composite columns for nonmajor funds.

I.B.3. *Measurement Focus, Basis of Accounting and Financial Statement Presentation*

The financial statements of the Town are prepared in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP). The Town's reporting entity applies all relevant Governmental Accounting Standards Board (GASB) pronouncements, with the exception that it has not reported its capital assets and related depreciation.

The government-wide statements report using the economic resources measurement focus and the accrual basis of accounting generally including the reclassification or elimination of internal activity (between or within funds). Reimbursements are reported as reductions to expenses. Fiduciary fund financial statements also report using this same basis of accounting, although internal activity is not eliminated in these statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Property tax revenue is recognized in the year for which it is levied, while grants are recognized when grantor eligibility requirements are met.

The agency funds are custodial in nature and do not measure results of operations.

Governmental fund financial statements report using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to pay current liabilities. The Town considers revenues to be available if they are collected within sixty days of the end of the fiscal year. However, property taxes are not deferred on the budgetary basis, or when reporting to the State of New Hampshire in accordance with the directions of the New Hampshire Department of Revenue Administration.

Expenditures are recorded when the related fund liability is incurred, except for general obligation debt principal and interest, which are reported as expenditures in the year due. Major revenues susceptible to accrual are property taxes, intergovernmental amounts and investment income. In general, other revenues are recognized when cash is received.

When both restricted and unrestricted resources are available for use, it is the Town's policy to use restricted resources first, then unrestricted resources as needed.

**TOWN OF DUBLIN, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED
DECEMBER 31, 2019**

I.B.4. Fund Types and Major Funds

Governmental Funds

The Town reports the following major governmental funds:

General Fund – Reports as the primary fund of the Town. This fund is used to account for all financial resources not reported in other funds.

Expendable Trust Fund – Reports as a capital project fund, and used to account for capital reserve and other funds established by Town Meeting for future expenditures.

Permanent Fund – Used to account for the financial resources of the funds held by the Trustees of Trust Funds, from which only income, and not principal, is used for supporting Town purposes.

The Town also reports six nonmajor governmental funds.

Fiduciary Funds

The Town reports the following fiduciary funds:

Private Purpose Trust Fund – Accounts for financial resources of the Town used only for the benefit of other entities or individuals.

Agency Fund – Accounts for fiduciary assets held by the Town in a custodial capacity as an agent on behalf of others. The Town’s agency fund is used to account for the money that is held on behalf of NH #1 Rural Cellular, Incorporated.

I.C. Assets, Liabilities, and Net Position or Fund Equity

I.C.1. Cash and Investments

The laws of the State of New Hampshire require that the Town’s treasurer have custody of all monies belonging to the Town, other than those held by the trustees of trust funds and library trustees, and pay out the same only upon orders of the Board of Selectmen. The treasurer shall deposit all monies in participation units in the public deposit investment pool established pursuant to N.H. RSA 383:22 or in solvent banks in the state. Funds may be deposited in banks outside the state if such banks pledge or deliver to a third party custodial bank or the Federal Reserve Bank, collateral security for such deposits, United States government or government agency obligations, or obligations of the State of New Hampshire in value at least equal to the amount of the deposit in each case.

**TOWN OF DUBLIN, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED
DECEMBER 31, 2019**

Investments are stated at fair value based on quoted market prices. New Hampshire law authorizes the Town to invest in obligations of the United States government; the public deposit investment pool established pursuant to RSA 383:22; savings bank deposits; prime bankers' acceptances; or certificates of deposit and repurchase agreements of banks incorporated under the laws of the State of New Hampshire or in banks recognized by the state treasurer.

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

I.C.2. *Capital Assets and Depreciation*

Generally, the Town's property, plant and equipment with useful lives of more than one year would be reported in the governmental activities. Because the Town has not prepared an inventory of such capital assets valued at historical cost, there are no capital assets reported in these financial statements. The Town is planning to proceed with developing a capital asset policy, and reporting these assets, including depreciation expense and accumulated depreciation in the future.

I.C.3. *Long-Term Debt*

In the government-wide financial statements, outstanding debt is reported as liabilities. The balance of long-term debt is not reported in the governmental funds. Included in long-term debt are notes payable, capital leases, compensated absences payable, accrued landfill postclosure care costs, and the net pension liability.

I.C.4. *Equity*

The government-wide statement of net position reports net position in the following components:

- Net investment in capital assets, which is normally computed as the total capital assets less accumulated depreciation, net of outstanding debt used to acquire those assets. Because the Town has not reported its capital assets, this amount is negative, reflecting only the debt.

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- Restricted for perpetual care, which consists of permanent funds that were established for cemetery care. This balance is broken down between nonexpendable, representing the principal amounts, and expendable, representing income available to be spent.
- Restricted for other purposes, which consists of the other permanent funds for which the income is to be used for Town purposes, and the library fund, whose use is restricted per State law.
- Unrestricted, which consists of the remaining balance of net position.

The governmental funds report fund balances in the following components:

- Nonspendable, which consists of endowments in the permanent fund, and the prepaid items and tax deeded property in the General Fund which are not spendable in their current form.
- Restricted, which represents the expendable income in the permanent fund, and the library fund, whose use is limited by State law.
- Committed, which consists of balances for which the intended use has been established by Town Meeting vote, and would normally require an equally formal action to remove those commitments. This includes the unrestricted balances of the special revenue funds.
- Assigned, which consists of encumbrances in the General Fund as approved by the Board of Selectmen.
- Unassigned, which represents the remaining fund balance of the General Fund.

II. Stewardship, Compliance and Accountability

II.A. Budgetary Information

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for the General Fund. Unless encumbered, all appropriations lapse at year-end. The Town is allowed to use beginning fund balance to balance the budget. In 2019, \$900 of the unassigned fund balance from 2018 was so used, and \$825 was appropriated from fund balance.

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Encumbrance accounting is employed by the governmental funds. Encumbrances outstanding at year-end are reported as assignments of fund balance and do not constitute expenditures or liabilities because they will be added to the appropriations voted in the subsequent year.

Revenues are budgeted by source. Expenditures are budgeted by functions as follow: general government, public safety, highways and streets, sanitation, health, welfare, culture and recreation, conservation, and capital outlay. Management can transfer appropriations among budget line items as necessary, but the total expenditures cannot legally exceed the total appropriations unless permission is received from the Commissioner of Revenue Administration.

II.B. Reconciliation of General Fund Budgetary Basis to GAAP

Revenues and other financing sources:	
Per Exhibit 7 (budgetary basis)	\$ 2,910,459
Adjustments:	
Basis difference:	
Tax revenue deferred in the prior year	286,441
Tax revenue deferred in the current year	(383,152)
Per Exhibit 5 (GAAP basis)	<u>\$ 2,813,748</u>
Expenditures and other financing uses:	
Per Exhibit 7 (budgetary basis)	\$ 2,573,782
Adjustments:	
Basis difference:	
Encumbrances, beginning	79,500
Encumbrances, ending	(64,925)
Per Exhibit 5 (GAAP basis)	<u>\$ 2,588,357</u>
Unassigned fund balance:	
Per Exhibit 7 (budgetary basis)	\$ 785,894
Adjustment:	
Basis difference:	
Deferred tax revenue, GAAP basis	(383,152)
Per Exhibit 3 (GAAP basis)	<u>\$ 402,742</u>

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III. Detailed Notes on Funds and Government-Wide Statements

III.A. Assets

III.A.1. Cash and Equivalents

Included in the Town’s cash balances is \$446,832 invested with Charter Trust Company in money market funds by the Trustees of Trust Funds. These funds are not insured or collateralized.

III.A.2. Investments

As of December 31, 2019, the Town’s reporting entity had the following investments:

Certificates of Deposit	\$ 13,918
U.S. Government Agencies	203,597
U.S. Treasury Obligations	697,959
Mutual Funds	380,508
Equity Funds	101,761
Common Stock	556,011
Corporate Bonds	223,325
Municipal Bonds	71,485
New Hampshire Public Deposit Investment Pool	18,260
	<u>\$ 2,266,824</u>

The investments appear in the financial statements as follow:

Fund reporting level:	
Governmental funds - balance sheet (Exhibit 3)	\$ 1,918,367
Fiduciary funds - statement of fiduciary net position (Exhibit 8)	348,457
Total	<u>\$ 2,266,824</u>

Investment Risks

Credit Risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. New Hampshire law limits investments to those described in Note I.C.1. The Town’s investment policy does not place any further restrictions on its investment choices.

Interest Rate Risk is the risk that changes in interest rates will adversely affect the fair value of an investment. Investments held for longer periods are subject to increased risk of adverse interest rate changes. The Town does not have an investment policy that addresses limiting interest rate risk.

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Custodial Credit Risk is the risk that, in the event of the failure of the counterparty, the Town will not be able to recover the value of its investments or collateral securities in the possession of an outside party. Of the Town's \$2,266,824 of investments, \$2,126,408 has exposure to custodial credit risk because the related securities are uninsured and uncollateralized, and are held by a brokerage firm which is also the counterparty for these securities.

III.A.3. *Receivables, Uncollectible Accounts and Deferred Inflows of Resources*

Property Taxes Receivable and Property Tax Calendar

Property taxes are levied and collected by the Town on a semi-annual basis. Tax bills are due on or around July 1 and December 1, with interest of 12% per annum on all taxes not received by the due date. The first billing is an estimate only based on half of the previous year's billing. The final billing is levied based on an inventory taken in April of each year (the tax year runs from April 1 to March 31), and is assessed after the tax rate has been calculated and set by the New Hampshire Department of Revenue Administration. A lien is executed on any unpaid property taxes in the following year and this lien takes priority over any others. Interest of 18% per annum is charged upon redemption of lien taxes. Properties not redeemed within two years of the date of the tax lien should be deeded to the Town. During the current year, the tax collector executed a lien for uncollected 2018 property taxes on May 16.

The property taxes levied and collected by the Town include amounts for the State of New Hampshire, the Contoocook Valley School District, and Cheshire County. The Town is responsible for the collection of all these taxes. During the annual tax rate setting process, the Town sets an amount for potential abatements and tax deeding, known as overlay. Overlay is raised through taxation and is reported as a reduction in tax revenue.

The net assessed valuation as of April 1, 2019, upon which the 2019 property tax levy was based was:

For the New Hampshire education tax	\$267,834,140
For all other taxes	\$271,767,340

This note continues on the following page.

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The tax rates and amounts assessed for the year ended December 31, 2019 were as follow:

	<u>Per \$1,000 of Assessed Valuation</u>	
Municipal portion	\$6.08	\$1,651,663
School portion:		
State of New Hampshire	\$1.84	493,469
Local	\$12.99	3,529,139
County portion	\$3.72	<u>1,012,122</u>
Total property taxes assessed		<u><u>\$6,686,393</u></u>

The following details the taxes receivable at year-end:

Property:		
Levy of Levy of 2019		\$461,053
Unredeemed (under tax lien):		
Levy of Levy of 2018		99,387
Levy of Levy of 2017		30,878
Timber		3,760
Less: allowance for estimated uncollectible taxes		<u>(60,000)</u>
Net taxes receivable		<u><u>\$535,078</u></u>

Deferred Inflows of Resources

Deferred revenue of \$393,855 consists of unavailable property taxes and tax liens of \$383,152 that were not collected within sixty days of year-end; and \$10,703 of prepaid taxes to be applied to the subsequent year's levy. In the Governmental Activities, only the prepaid taxes are reported as unearned revenue.

III.B. Liabilities

III.B.1. Intergovernmental Payable

The amount due to other governments at December 31, 2019 of \$1,973,688 represents the balance of the 2019-2020 district assessment due to the Contoocook Valley School District.

The notes continue on the following page.

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III.B.2. Long-Term Liabilities

Long-term liabilities currently outstanding are as follow:

	Original Amount	Issue Date	Maturity Date	Interest Rate %	Outstanding at 12/31/2019	Current Portion
General obligation note payable:						
Road construction	\$389,537	2019	2022	2.35	\$ 389,537	\$ 126,815
Capital lease payable:						
Fire truck	\$375,000	2012	2021	2.25	113,167	55,954
Compensated absences payable:						
Accrued vacation leave					48,383	10,316
Accrued landfill postclosure care costs					81,000	2,700
Net pension liability					967,214	-
					<u>\$ 1,599,301</u>	<u>\$ 195,785</u>

Changes in Long-Term Liabilities

The following is a summary of changes in long-term liabilities for the year ended December 31, 2019:

	General Obligation Note Payable	Capital Lease Payable	Compensated Absences Payable	Accrued Landfill Postclosure Care Costs	Net Pension Liability	Total
Balance, beginning	\$ -	\$ 167,889	\$ 26,656	\$ 81,000	\$ 1,048,616	\$ 1,324,161
Additions	389,537	-	21,727	-	-	411,264
Reductions	-	(54,722)	-	-	(81,402)	(136,124)
Balance, ending	<u>\$ 389,537</u>	<u>\$ 113,167</u>	<u>\$ 48,383</u>	<u>\$ 81,000</u>	<u>\$ 967,214</u>	<u>\$ 1,599,301</u>

The annual debt service requirements to maturity for the note payable are as follow:

Year Ending December 31,	Principal	Interest	Total
2020	\$ 126,815	\$ 8,430	\$ 135,245
2021	129,831	5,414	135,245
2022	132,891	2,353	135,244
Totals	<u>\$ 389,537</u>	<u>\$ 16,197</u>	<u>\$ 405,734</u>

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The annual debt service requirements to maturity for the capital lease are as follow:

Year Ending December 31,	Principal	Interest	Total
2020	\$ 55,954	\$ 2,546	\$ 58,500
2021	57,213	1,287	58,500
Totals	\$ 113,167	\$ 3,833	\$ 117,000

Accrued Landfill Postclosure Care Costs

State and federal laws and regulations require the Town to perform certain maintenance and monitoring functions at the landfill site. The \$81,000 reported as accrued landfill postclosure care costs at December 31, 2019, represents an estimate of what it would cost the Town to perform all the postclosure care as of that date. Actual costs may be different due to inflation, changes in technology, or changes in regulation. The Town expects to pay for future postclosure care costs by annual appropriation.

III.C. Balances and Transfers – Payments Within the Reporting Entity

III.C.1. *Receivables and Payables*

Generally, outstanding balances between funds reported as “interfund receivables/payables” include outstanding charges by one fund to another for goods or services, subsidy commitments outstanding at year-end, or other miscellaneous amounts. Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year is also reported as “interfund receivables/payables.”

Receivable Fund	Payable Fund	Amount
General	Expendable trust	\$ 58,430
General	Permanent	11,532
Nonmajor	General	5,140
		\$ 75,102

The amount due to the General Fund from the Expendable Trust Fund represents reimbursement for expenditures, and the amount due to the General Fund from the Permanent Fund represents reimbursement for welfare expenditures. The amount due to the Nonmajor Funds from the General Fund represents an amount due to the Conservation Commission Fund for land use change tax receipts and unexpended appropriations.

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III.C.2. Transfers

Transfers within the reporting entity are substantially for the purposes of distributing taxes to the fund for which the appropriation was made, funding and expending capital reserve accounts, and distributing trust income to the applicable fund. The government-wide statement of activities eliminates transfers reported within the governmental activities columns.

Transfers during the year were as follow:

	Transfers In:				Total
	General Fund	Expendable Trust Fund	Permanent Fund	Nonmajor Funds	
Transfers out:					
General fund	\$ -	\$ 207,400	\$ 825	\$ 2,073	\$ 210,298
Expendable trust fund	201,541	-	-	-	201,541
Permanent fund	16,032	-	-	-	16,032
Nonmajor funds	25,000	-	-	-	25,000
	\$ 242,573	\$ 207,400	\$ 825	\$ 2,073	\$ 452,871

The General Fund transferred \$207,400 to the Expendable Trust Fund and \$825 to the Permanent Fund as voted by Town Meeting; and \$2,073 to the Conservation Commission for 50% of the land use change tax and the unspent balance of appropriations. The Expendable Trust Fund transferred \$201,541 to the General Fund for reimbursement of expenditures. The Permanent Fund transferred \$16,032 to the General Fund for care of cemeteries and welfare reimbursements. The \$25,000 transferred from the Nonmajor Funds to the General Fund was from the Recycling Fund for its contribution to the purchase of a loader.

The notes continue on the following page.

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III.D. Equity Balances

The components of fund balance, as described in Note I.C.4., are categorized as follow:

	General Fund	Expendable Trust Fund	Permanent Fund	Nonmajor Funds
Nonspendable:				
Endowments	\$ -	\$ -	\$ 559,570	\$ -
Prepaid items	1,044	-	-	-
Tax deeded property	1,299	-	-	-
Total nonspendable	2,343	-	559,570	-
Restricted:				
General government	-	-	137,441	-
Public safety	-	-	-	153,156
Welfare	-	-	7,413	-
Culture and recreation	-	-	161,143	130,768
Total restricted	-	-	305,997	283,924
Committed:				
Public safety	-	-	-	1,619
Sanitation	-	-	-	185,527
Culture and recreation	-	-	-	18,260
Conservation	-	-	-	59,887
Capital outlay	-	1,111,027	-	-
Total committed	-	1,111,027	-	265,293
Assigned for highways and streets	64,925	-	-	-
Unassigned	402,742	-	-	-
Total fund balance	\$ 470,010	\$ 1,111,027	\$ 865,567	\$ 549,217

IV. Other Information

IV.A. Risk Management

The Town's risk management activities are reported with governmental activities and recorded in the General Fund. During the the year, the Town was a member of the NH Public Risk Management Exchange (Primex) which is organized to provide certain property and liability protection to member towns, cities and other qualified political subdivisions of New Hampshire. As a member of Primex, the Town shares in contributing to the cost of, and receiving benefits from, a self-insured pooled risk management program. The membership and coverage run from January 1 through December 31.

Contributions paid for property/liability coverage in 2019 recorded as an insurance expenditure/expense totaled \$29,009. There were no unpaid contributions due in 2019. The Town's contributions for workers' compensation coverage for the year was \$19,435. The Town

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also paid \$987 for unemployment compensation insurance. The member agreement permits Primex to make additional assessments to members should there be a deficiency in assets to meet its liabilities. At this time, Primex foresees no likelihood of any additional assessments for past years.

IV.B. Retirement Pensions

General Information about the Pension Plan

The New Hampshire Retirement System (NHRS) is a multiple-employer, cost-sharing, contributory public employee defined benefit plan qualified under section 401(a) of the Internal Revenue Code, and funded through a trust which is exempt from tax under Internal Revenue Code section 501(a). The NHRS provides service, disability, death and vested retirement benefits for employees and their beneficiaries. The New Hampshire Legislature establishes the provisions for benefits and contributions. The NHRS issues a separate financial report that is available at www.nhrs.org or by contacting the NHRS at 54 Regional Drive, Concord, NH 03301.

Both the members and the Town make contributions to the NHRS. Member rates of contribution are set by the Legislature. Employer rates are determined by the NHRS trustees based on an actuarial valuation. The rates of contribution for police officers and other employees were 11.55% and 7%, respectively, of gross earnings. For the first six months of 2019, the rates of contribution from the Town were 29.43% for police officers and 11.38% for other employees, changing on July 1 to 28.43% and 11.17%, respectively, which are actuarially determined to generate an amount, that when combined with employee contributions, is expected to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. Employer contributions from the Town during the years 2017, 2018, and 2019 were \$94,326, \$99,685, and \$88,637 respectively, which were paid on a monthly basis as due.

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

At December 31, 2019, the Town reported a liability of \$967,214 for its proportionate share of the net pension liability. 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 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 municipalities and school districts, actuarially determined. As of June 30, 2019, the Town's proportion was 0.0201%, which was a decrease of 0.0017% from its proportion measured as of June 30, 2018.

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For 2019, the Town recognized pension expense of \$105,233. At year-end, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Changes in proportion and differences between employer contributions and proportionate share of contributions	\$ 20,548	\$ 85,043
Net differences between projected and actual earnings on pension plan investments	-	7,901
Changes of assumptions	34,703	-
Differences between expected and actual experience	5,348	20,798
Town contributions subsequent to the measurement date	42,014	-
	\$ 102,613	\$ 113,742

The Town reported \$42,014 as deferred outflows of resources related to pensions resulting from Town contributions subsequent to the measurement date, which will be recognized as a reduction of the net pension liability in the year 2020. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follow:

Year Ending December 31,	
2020	\$ 4,819
2021	(34,497)
2022	(12,790)
2023	(10,675)
	\$ (53,143)

Actuarial Assumptions

The total pension liability in the June 30, 2019 actuarial valuation was determined using the actuarial valuation as of June 30, 2018 rolled forward to 2019, using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.5%
Salary increases	5.6% average, including inflation
Investment rate of return	7.25% per year

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Mortality rates were based on the RP-2014 Healthy Annuitant and Employee Generational Mortality Tables for males and females, adjusted for mortality improvements using Scale MP-2015, based on the last experience study.

Sensitivity of the Town’s Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the Town’s proportionate share of the net pension liability calculated using the discount rate of 7.25%, as well as what the Town’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage point lower (6.25%) or one percentage point higher (8.25%) than the current rate.

	1% Decrease (6.25%)	Current Discount Rate (7.25%)	1% Increase (8.25%)
Town's proportionate share of net pension liability	\$ 1,295,140	\$ 967,214	\$ 696,186

Other actuarial assumptions, as well as detailed information about the pension plan’s fiduciary net position, is available in the separately issued NHRS report.

IV.C. Contingent Liabilities

Because the Town has received grants from the State and Federal governments, there is always a chance that these governments will audit grant expenditures/expenses and determine that some are not allowable. The Town does not believe that this will occur, and that if it does, it is believed that any amounts involved would not be material.

REQUIRED SUPPLEMENTARY INFORMATION

EXHIBIT 10
TOWN OF DUBLIN, NEW HAMPSHIRE
Schedule of the Town's Proportionate Share of the Net Pension Liability
New Hampshire Retirement System

	2019	2018	2017	2016	2015	2014
Town's proportion of net pension liability	0.0201%	0.0218%	0.0209%	0.0218%	0.0226%	0.0235%
Town's proportionate share of the net pension liability	\$967,214	\$1,048,616	\$1,032,643	\$1,160,331	\$895,368	\$882,444
Town's covered-employee payroll	\$542,816	\$568,621	\$577,602	\$541,943	\$537,717	\$534,431
Town's proportionate share of the net pension liability as a percentage of covered-employee payroll	178.18%	184.41%	178.78%	214.11%	166.56%	165.12%
Plan fiduciary position as a percentage of the total pension liability	65.6%	64.7%	62.7%	58.3%	65.5%	66.3%

The note to the required supplementary information is an integral part of this schedule.

EXHIBIT 11
TOWN OF DUBLIN, NEW HAMPSHIRE
Schedule of the Town's Pension Contributions
New Hampshire Retirement System

	2019	2018	2017	2016	2015	2014
Contractually required contribution	\$ 88,637	\$ 99,685	\$ 94,326	\$ 85,252	\$ 75,849	\$ 76,270
Contribution in relation to the contractually required contribution	(88,637)	(99,685)	(94,326)	(85,252)	(75,849)	(76,270)
Contribution deficiency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Town's covered-employee payroll	\$542,816	\$568,621	\$577,602	\$541,943	\$537,717	\$534,431
Contributions as a percentage of covered-employee payroll	16.33%	17.53%	16.33%	15.73%	14.11%	14.27%

The note to the required supplementary information is an integral part of this schedule.

TOWN OF DUBLIN, NEW HAMPSHIRE
NOTE TO THE REQUIRED SUPPLEMENTARY INFORMATION
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The Schedule of the Town's Proportionate Share of the Net Pension Liability and the Schedule of the Town's Pension Contributions are meant to present related information for ten years. Because this is the fifth year that the Town has presented the pension schedules, only six years are presented. An additional year's information will be added each year until there are ten years shown.

COMBINING AND INDIVIDUAL FUND SCHEDULES

EXHIBIT 12
TOWN OF DUBLIN, NEW HAMPSHIRE
Nonmajor Governmental Funds
Combining Balance Sheet
December 31, 2019

	Special Revenue Funds						Total
	Library	History	Recycling	Police Grants	Conservation Commission	Phyllis Burt Fire & Police	
ASSETS							
Cash and cash equivalents	\$ 8,861	\$ -	\$ 185,527	\$ 1,619	\$ 54,747	\$ 10,289	\$ 261,043
Investments	122,132	18,260	-	-	-	142,866	283,258
Interfund receivable	-	-	-	-	5,140	-	5,140
Total assets	<u>\$ 130,993</u>	<u>\$ 18,260</u>	<u>\$ 185,527</u>	<u>\$ 1,619</u>	<u>\$ 59,887</u>	<u>\$ 153,155</u>	<u>\$ 549,441</u>
FUND BALANCES							
Restricted	\$ 130,993	\$ -	\$ -	\$ -	\$ -	\$ 153,155	\$ 284,148
Committed	-	18,260	185,527	1,619	59,887	-	265,293
Total fund balances	<u>\$ 130,993</u>	<u>\$ 18,260</u>	<u>\$ 185,527</u>	<u>\$ 1,619</u>	<u>\$ 59,887</u>	<u>\$ 153,155</u>	<u>\$ 549,441</u>

EXHIBIT 13
TOWN OF DUBLIN, NEW HAMPSHIRE
Nonmajor Governmental Funds
Combining Statement of Revenues, Expenditures and Changes in Fund Balances
For the Year Ended December 31, 2019

	Special Revenue Funds						Total
	Library	History	Recycling	Police Grants	Conservation Commission	Phyllis Burt Fire & Police	
REVENUES							
Taxes	\$ -	\$ -	\$ -	\$ -	\$ 675	\$ -	\$ 675
Charges for services	-	-	24,124	20	-	-	24,144
Miscellaneous	21,312	388	2,111	-	630	19,334	43,775
Total revenues	<u>21,312</u>	<u>388</u>	<u>26,235</u>	<u>20</u>	<u>1,305</u>	<u>19,334</u>	<u>68,594</u>
EXPENDITURES							
Current:							
Public safety	-	-	-	39	-	9,207	9,246
Culture and recreation	6,256	-	-	-	-	-	6,256
Total expenditures	<u>6,256</u>	<u>-</u>	<u>-</u>	<u>39</u>	<u>-</u>	<u>9,207</u>	<u>15,502</u>
Excess (deficiency) of revenues over (under) expenditures	<u>15,056</u>	<u>388</u>	<u>26,235</u>	<u>(19)</u>	<u>1,305</u>	<u>10,127</u>	<u>53,092</u>
Other financing sources (uses):							
Transfers in	-	-	-	-	2,073	-	2,073
Transfers out	-	-	(25,000)	-	-	-	(25,000)
Total other financing sources and uses	<u>-</u>	<u>-</u>	<u>(25,000)</u>	<u>-</u>	<u>2,073</u>	<u>-</u>	<u>(22,927)</u>
Net change in fund balances	15,056	388	1,235	(19)	3,378	10,127	30,165
Fund balances, beginning	115,937	17,872	184,292	1,638	56,509	143,028	519,276
Fund balances, ending	<u>\$ 130,993</u>	<u>\$ 18,260</u>	<u>\$ 185,527</u>	<u>\$ 1,619</u>	<u>\$ 59,887</u>	<u>\$ 153,155</u>	<u>\$ 549,441</u>

EXHIBIT 14
TOWN OF DUBLIN, NEW HAMPSHIRE
General Fund
Schedule of Estimated and Actual Revenues (Non-GAAP Budgetary Basis)
For the Year Ended December 31, 2019

	Estimated	Actual	Variance Positive (Negative)
Taxes:			
Property	\$ 1,613,488	\$ 1,572,123	\$ (41,365)
Land use change	675	675	-
Timber	4,106	692	(3,414)
Excavation	245	245	-
Payments in lieu of taxes	18,197	19,668	1,471
Interest and penalties on delinquent taxes	35,028	33,232	(1,796)
Total taxes	1,671,739	1,626,635	(45,104)
Licenses, permits and fees:			
Motor vehicle permits	300,000	353,029	53,029
Building permits	10,000	14,720	4,720
Other	3,500	4,447	947
Total licenses, permits and fees	313,500	372,196	58,696
Intergovernmental:			
State sources:			
Municipal aid	-	13,858	13,858
Meals and rooms distributions	80,398	80,398	-
Highway block grant	81,905	81,782	(123)
State and federal forest land	90	90	-
Flood control reimbursement	23,876	23,876	-
Other	9,622	87	(9,535)
Federal sources:			
Police grants	1	2,153	2,152
Safe Routes to School	-	4,099	4,099
Total intergovernmental	195,892	206,343	10,451
Charges for services:			
Income from departments	26,207	28,895	2,688
Miscellaneous:			
Sale of property	10,175	10,175	-
Interest on investments	300	333	33
Rent of property	23,373	22,928	(445)
Contributions and donations	-	10,844	10,844
Total miscellaneous	33,848	44,280	10,432
Other financing sources:			
Transfers in:			
Expendable trust fund	378,025	199,347	(178,678)
Nonmajor funds	34,144	43,226	9,082
Long-term debt issued	-	389,537	389,537
Total other financing sources	412,169	632,110	219,941
Total revenues and other financing sources	2,653,355	\$ 2,910,459	\$ 257,104
Use of fund balance	1,725		
Total revenues, other financing sources and use of fund balance	\$ 2,655,080		

EXHIBIT 15
TOWN OF DUBLIN, NEW HAMPSHIRE
General Fund
Schedule of Appropriations, Expenditures and Encumbrances (Non-GAAP Budgetary Basis)
For the Year Ended December 31, 2019

	Encumbered from Prior Year	Appropriations	Expenditures	Encumbered to Subsequent Year	Variance Positive (Negative)
Current:					
General government:					
Executive	\$ -	\$ 121,696	\$ 121,153	\$ -	\$ 543
Election and registration	-	3,537	2,518	-	1,019
Financial administration	-	90,787	88,413	-	2,374
Revaluation of property	-	14,483	59,819	-	(45,336)
Legal	6,000	30,500	43,600	-	(7,100)
Personnel administration	-	214,571	212,576	-	1,995
Planning and zoning	-	7,639	2,433	-	5,206
General government buildings	-	27,054	30,592	-	(3,538)
Cemeteries	-	21,943	15,574	-	6,369
Insurance, not otherwise allocated	-	30,254	29,009	-	1,245
Advertising and regional associations	-	7,361	7,361	-	-
Other	-	45,436	45,525	-	(89)
Total general government	<u>6,000</u>	<u>615,261</u>	<u>658,573</u>	<u>-</u>	<u>(37,312)</u>
Public safety:					
Police	-	357,673	310,749	-	46,924
Fire	-	227,305	200,861	-	26,444
Building inspection	-	19,914	18,911	-	1,003
Emergency management	-	8,810	7,929	-	881
Total public safety	<u>-</u>	<u>613,702</u>	<u>538,450</u>	<u>-</u>	<u>75,252</u>
Highways and streets:					
Highways and streets	73,500	469,725	478,384	64,925	(84)
Street lighting	-	10,200	9,034	-	1,166
Total highways and streets	<u>73,500</u>	<u>479,925</u>	<u>487,418</u>	<u>64,925</u>	<u>1,082</u>
Sanitation:					
Solid waste disposal	-	156,091	165,406	-	(9,315)
Health:					
Administration	-	42	35	-	7
Health agencies and hospitals	-	6,371	5,371	-	1,000
Total health	<u>-</u>	<u>6,413</u>	<u>5,406</u>	<u>-</u>	<u>1,007</u>
Welfare	-	19,641	17,402	-	2,239
Culture and recreation:					
Parks and recreation	-	23,586	21,971	-	1,615
Public library	-	91,962	85,743	-	6,219
Patriotic purposes	-	1,685	1,627	-	58
Other	-	8,000	8,000	-	-
Total culture and recreation	<u>-</u>	<u>125,233</u>	<u>117,341</u>	<u>-</u>	<u>7,892</u>
Conservation	-	4,063	1,991	-	2,072

(continued)

EXHIBIT 15 (continued)
TOWN OF DUBLIN, NEW HAMPSHIRE
General Fund
Schedule of Appropriations, Expenditures and Encumbrances (Non-GAAP Budgetary Basis)
For the Year Ended December 31, 2019

	Encumbered from Prior Year	Appropriations	Expenditures	Encumbered to Subsequent Year	Variance Positive (Negative)
Capital outlay:					
Machinery, vehicles and equipment	-	284,325	253,997	-	30,328
Buildings	-	132,200	37,303	-	94,897
Improvements other than buildings	-	10,000	94,772	-	(84,772)
Total capital outlay	-	426,525	386,072	-	40,453
Other financing uses:					
Transfers out:					
Expendable trust fund	-	207,400	207,400	-	-
Nonmajor funds	-	826	2,898	-	(2,072)
Total other financing uses	-	208,226	210,298	-	(2,072)
Total encumbrances, appropriations, expenditures and other financing uses	\$ 79,500	\$ 2,655,080	\$ 2,588,357	\$ 64,925	\$ 81,298

EXHIBIT 16
TOWN OF DUBLIN, NEW HAMPSHIRE
General Fund
Schedule of Changes in Unassigned Fund Balance (Non-GAAP Budgetary Basis)
For the Year Ended December 31, 2019

Unassigned fund balance, beginning		\$ 441,280
Changes:		
Unassigned fund balance appropriated		(825)
Unassigned fund balance used to reduce tax rate		(900)
Budget summary:		
Revenue surplus (Exhibit 14)	\$ 257,104	
Unexpended balance of appropriations (Exhibit 15)	<u>81,298</u>	
Budget surplus		338,402
Decrease in nonspendable fund balance		<u>7,937</u>
Unassigned fund balance, ending		<u><u>\$ 785,894</u></u>



Roberts & Greene, PLLC

LETTER TO MANAGEMENT

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

In planning and performing our audit of the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Dublin as of and for the year ended December 31, 2019, in accordance with auditing standards generally accepted in the United States of America, we considered the Town's internal control over financial reporting (internal control) as a basis for designing 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's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town'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.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. 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. We do want to discuss the following other matter:

Resources for Paying Compensated Absences on Terminations

The Town has a policy of paying unused vacation time when an employee leaves the Town. This can accumulate to a sizeable amount for long-term employees, and is most often not budgeted unless an employee's departure is known a year in advance. At the end of 2019, the Town had a liability in the Governmental Activities of \$48,383 for these payments. In the first quarter of 2020, the Town paid accrued vacation for an employee who left which was an unbudgeted expenditure and therefore impacted negatively on the budget. We recommend that the Town consider establishing an expendable trust fund for these compensated absences and appropriate an amount to it each year. The amount to be added to it should be based on vacation time earned but not used during the past year. Town Meeting could designate the Board of Selectmen as agents to expend which would allow for the payment of these costs without having to go back to Town Meeting for authorization.

Town of Dublin, New Hampshire
Letter to Management

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

July 15, 2020

Roberts & Greene, PLLC