

CITY OF BERLIN, NEW HAMPSHIRE
Financial Statements
With Schedule of Expenditures of Federal Awards
June 30, 2017
and
Independent Auditor's Report

**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***

**Report on Compliance for Each Major Federal Program
and Report on Internal Control Over Compliance
Required by the Uniform Guidance**

Schedule of Findings and Questioned Costs

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FINANCIAL STATEMENTS
June 30, 2017

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INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor, City Council and Manager
City of Berlin, New Hampshire

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Berlin, New Hampshire (the City), as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the financial statements of the Berlin Water Works, the discretely presented component unit. Those statements were audited by other auditors whose report has been furnished to us, and our opinion, insofar as it relates to the amounts included for the Berlin Water Works, is based solely on the report of the other auditors. 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 the *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 from material misstatement.

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

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

Opinions

In our opinion, based on our audit and the report of other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Berlin, New Hampshire, as of June 30, 2017, 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, schedule of funding progress for other post-employment benefits, schedule of changes in the City's proportionate share of the net pension liability, and schedule of City contributions on pages i-xiii and 39-44 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.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Berlin, New Hampshire's basic financial statements. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Additionally, the combining nonmajor governmental and proprietary fund financial statements 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 and the combining nonmajor governmental and proprietary fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards and the combining nonmajor governmental and proprietary fund financial statements 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 March 16, 2018 on our consideration of the City of Berlin, New Hampshire's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements. 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 City of Berlin, New Hampshire's internal control over financial reporting and compliance.

Vachon Cloutay & Company PC

Manchester, New Hampshire
March 16, 2018

**City of Berlin, New Hampshire
Management's Discussion and Analysis
Fiscal Year Ended June 30, 2017**

This section of the City of Berlin, New Hampshire's (the City) financial statements is prepared to comply with the requirements of GASB Statement 34 which requires management of the City to provide a discussion and analysis of the City's financial performance. It also provides an overview of the City's financial activities for the fiscal year ended June 30, 2017. As in past years, this narrative should be read in conjunction with the City's basic financial statements, which begin on page 1.

Financial Highlights – Primary Government

New Standards Implemented:

- No new accounting standards were adopted and the application of existing accounting policies was not changed during the year ended June 30, 2017.

Government-wide Highlights:

- Net Position: The total assets and deferred outflows of resources of the City exceeded total liabilities and deferred inflows of resources at fiscal year ending June 30, 2017 by \$33.1 million, a decrease of (\$1.9) million from the prior year. This amount is presented as "Net Position" on the Statement of Net Position for the Total Primary Government (a condensed statement can be seen in the MD&A section of this report on page v). Total unrestricted net position decreased from the prior year with an ending deficit balance of (\$16.4) million. Restricted net position of \$1.4 million was restricted for permanent funds principal and income, food service operations, police forfeitures, various unexpended grants and donations, and short-lived sewer asset replacement reserves. The net investment in capital assets decreased slightly from the prior year with an ending balance of \$48.1 million.
- Changes in Net Position: The City's total net position decreased from last fiscal year's \$35 million to \$33.1 million in fiscal year 2017. Net position of governmental activities decreased by (\$844) thousand or 14%, and net position of the business-type activities decreased by (\$1.1) million or 4%. This is further discussed under the Government-Wide Statement Analysis section of this report.

Fund Highlights:

- Governmental Funds – Fund Balances: As of the close of fiscal year 2017, the City's governmental funds reported a decrease of (\$3.4) million compared to last fiscal year, with a combined ending fund balance of \$6.8 million, compared to last fiscal year. Included in the combined governmental fund balance is the activity of the City's General Fund, Bond Issue Capital Projects Fund, and the Nonmajor Governmental Funds. The General Fund ended the fiscal year with an unassigned fund balance of \$1.9 million, which is an increase of \$700 thousand from the previous fiscal year. The Bond Issue Capital Projects Fund ended the fiscal year with a restricted fund balance of \$3.8 million, which is a decrease of (\$3.3) million from the previous fiscal year. This entire restricted fund balance consists of unspent bond proceeds.
- Proprietary Funds – Net position: As of the close of fiscal year 2017, the City's proprietary funds reported a decrease of (\$1.1) million when compared to last fiscal year, with a combined ending net position of \$28 million. Included in the combined proprietary funds net position is the activity of the City's Sewer Fund and the Nonmajor Enterprise Funds.

The Sewer Fund ended the fiscal year with an unrestricted net position of \$5.5 million, which is a decrease of (\$800) thousand from the prior fiscal year.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements include the following three components:

1. Government-wide financial statements;
2. Fund financial statements, and
3. Notes to the basic financial statements.

This report also contains certain required and other supplementary information in addition to the basic financial statements.

Government-wide Financial Statements

The government-wide financial statements provide a broad view of the City's finances. These statements (Statement of Net Position and the Statement of Activities) provide both short-term and long-term information about the City's overall financial position. They are prepared using the accrual basis of accounting, which recognizes all revenues and expenses connected with the fiscal year even if cash has not been received or paid.

- The **Statement of Net Position**, found on page 1, presents all of the City's non-fiduciary assets and liabilities. The *difference* between assets and deferred outflows of resources, and liabilities and deferred inflows of resources, is reported as "Net Position". Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.
- The **Statement of Activities**, found on page 2, presents information showing how the City's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will not result in cash flows until future fiscal periods (such as uncollected taxes and earned, and unused sick leave). This statement also presents a comparison between direct expenses and program revenues for each function of the City.

The government-wide financial statements have separate sections for three types of City activities. These three types of activities are:

- **Governmental Activities:** The activities in this section represent most of the City's basic services and are generally supported by taxes, grants and intergovernmental revenues. The governmental activities of the City include general government, public safety, airport/aviation center, highways and streets, health and welfare, sanitation, culture and recreation, education, food service, economic development, and debt service.
- **Business-type Activities:** These activities are normally intended to recover all or a significant portion of their costs through user fees and charges to external users of goods and services. These business-type activities of the City include the operations of the:
 - Sewer Fund
 - BIDPA (Berlin Industrial Development and Park Authority Fund)

- Cates Hill Landfill Fund

- **Component Unit:** A component unit is an entity that is legally separate from the City, but for which the City is financially accountable. The financial data for the Berlin Water Works, the City's only component unit, has been included in the City's government-wide financial statements, as required. Complete financial statements for the Berlin Water Works can be obtained by writing to the Board of Commissioners, 55 Willow Street, Berlin, NH 03570.

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 City, like other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The fund financial statements focus on the individual parts of the City government and report on the City's operations in more detail than the government-wide statements. The City's funds are divided into 3 categories—governmental, proprietary and fiduciary. For governmental and proprietary funds, only those funds that are considered major funds are reported in individual columns in the Fund Financial Statements. The combining schedules included in the Supplementary Section of the report are to support the non-major activities. Fiduciary Funds are reported by fiduciary type (private-purpose trusts and agency funds).

- **Governmental Funds:** Most of the basic services provided by the City are financed through governmental funds. Unlike the government-wide financial statements, the governmental fund financial statements report using the modified accrual basis of accounting, which measures cash and all other financial assets that can readily be converted into cash. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs. The basic governmental fund financial statements can be found on pages 3 and 5.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented here with similar information presented in the government-wide financial statements. Reconciliations are provided between the Governmental Fund Statements and the Government-Wide Statements, which can be found on pages 4 and 6.

The City has two major governmental funds; the General Fund and the Bond Issue Capital Projects Fund. Individual fund data for each of the City's nonmajor governmental funds is provided as supplementary information in the combining statements found on pages 56-59. The nonmajor governmental funds are:

- Federal Projects Fund
- Food Service Fund
- Airport Authority Fund
- Health Department Fund
- Recreation and Parks Programs Fund
- Grants Fund
- CDBG Fund
- Hutchins Street Capital Projects Fund
- Permanent Funds

- Proprietary Funds: The City's proprietary funds provide goods and services to the general public and charge a user fee. These activities are reported in one major fund, the Sewer Fund, and two nonmajor proprietary funds -
 - Cates Hill Landfill Fund
 - Berlin Industrial Park and Development Authority (BIDPA) Fund

Like the government-wide financial statements, proprietary fund financial statements use the accrual basis of accounting. Therefore, reconciliation is not necessary between the government-wide financial statements for business-type activities and the proprietary fund financial statements. The basic proprietary fund financial statements can be found on pages 7-9, with individual fund data for each of the City's nonmajor proprietary funds provided as supplementary information in the combining statements found on pages 60-62.

- Fiduciary Funds: These funds are used to account for resources held for the benefit of parties outside the City government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of these funds are not available to support the City's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds in that they use the accrual basis of accounting. The City's fiduciary funds on pages 10-11 include the:
 - Berlin Trust Fund
 - Home Nursing Trust Fund
 - Miles Scholarship Trust Fund
 - Elaine Hardy Scholarship Fund
 - Library Trust Fund
 - Student Activities Agency Fund
 - Jericho Wind-power Agency Fund

Notes to the Basic Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the basic financial statements can be found on pages 12-38.

Required Supplementary Information

The basic financial statements and accompanying notes are followed by a section of required supplementary information. This section includes a budgetary comparison schedule for each of the City's major governmental funds with a legally adopted budget and includes a reconciliation between the reported activity of the revenues, expenditures and other financing sources and uses for budgetary purposes (Schedule 1, page 39) and the activity as presented in the governmental fund financial statements (Exhibit D, page 5). The City's only major governmental fund with a legally adopted budget is the General Fund. Also, included in the required supplementary information is the schedule of funding progress for other post-employment benefits, the schedule of changes in the City's proportionate share of the net pension liability, and the schedule of City contributions (Schedules 2-4, pages 40-42). The notes to the required supplementary information can be found on pages 43-44.

Other Supplementary Information

Other supplementary information includes the schedule of expenditures of federal awards and combining financial statements for nonmajor governmental and proprietary funds.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Statement of Net Position

The City's Primary Government combined net position (governmental and business-type activities) totaled \$33.1 million at the end of fiscal year 2017, a decrease of (\$1.9) million compared to the end of the previous fiscal year.

Net position of the City as of June 30, 2017 and 2016 is as follows (amounts reported in millions):

	Governmental Activities		Business-type Activities		Total Primary Government	
	2017	2016	2017	2016	2017	2016
Capital assets, net	\$ 32.4	\$ 28.9	\$ 36.3	\$ 37.3	\$ 68.7	\$ 66.2
Other assets	14.7	15.4	8.6	9.0	23.3	24.4
Total Assets	<u>47.1</u>	<u>44.3</u>	<u>44.9</u>	<u>46.3</u>	<u>92.0</u>	<u>90.6</u>
Total Deferred Outflows of Resources	<u>8.5</u>	<u>2.5</u>	<u>0.3</u>	<u>0.1</u>	<u>8.8</u>	<u>2.6</u>
Long-term liabilities	42.3	34.2	16.9	16.4	59.2	50.6
Other liabilities	2.0	1.6	0.3	0.8	2.3	2.4
Total Liabilities	<u>44.3</u>	<u>35.8</u>	<u>17.2</u>	<u>17.2</u>	<u>61.5</u>	<u>53.0</u>
Total Deferred Inflows of Resources	<u>6.2</u>	<u>5.1</u>	<u>-</u>	<u>0.1</u>	<u>6.2</u>	<u>5.2</u>
Net position:						
Net investment in capital assets	27.5	26.9	20.6	21.4	48.1	48.3
Restricted	0.4	0.4	1.0	0.5	1.4	0.9
Unrestricted (Deficit)	(22.8)	(21.4)	6.4	7.2	(16.4)	(14.2)
Total Net Position	<u>\$ 5.1</u>	<u>\$ 5.9</u>	<u>\$ 28.0</u>	<u>\$ 29.1</u>	<u>\$ 33.1</u>	<u>\$ 35.0</u>

The largest portion of the City's net position consists of its investment in capital assets such as land, buildings, equipment, and infrastructure (roads and bridges), less any related outstanding debt used to acquire those assets. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves generally cannot be used to liquidate these liabilities. An additional portion of the City's net position represents resources that are subject to external restrictions on how they may be used.

This year the City had a decrease in unrestricted net position of (\$2.2) million from the prior fiscal year. The most significant component affecting the deficit unrestricted net position of the governmental activities at year end is due to the recognition of changes in the City's proportionate share of the New Hampshire Retirement System's net pension liability and related deferred outflows and inflows of resources in accordance with GASB Statement No. 68. A deficit unrestricted net position balance is expected to continue into subsequent years as a result of Statement 68.

Statement of Activities

The City's total net position decreased (\$1.9) million during this fiscal year. Property and other taxes brought in \$16.7 million in revenue. Other major revenues consisted of charges for services, operating grants and contributions, capital grants and contributions, and miscellaneous revenues. Changes in net position for the years ending June 30, 2017 and 2016 are as follows:

	Governmental Activities		Business-type Activities		Total Primary Government	
	2017	2016	2017	2016	2017	2016
Revenues						
Program revenues:						
Charges for services	\$ 2.4	\$ 2.4	\$ 2.3	\$ 2.6	\$ 4.7	\$ 5.0
Operating grants and contributions	13.8	15.2	-	-	13.8	15.2
Capital grants and contributions	0.5	1.6	-	-	0.5	1.6
General revenues:						
Property and other taxes	16.7	15.9	-	-	16.7	15.9
Licenses and permits	1.4	1.4	-	-	1.4	1.4
Intergovernmental	0.6	0.5	-	-	0.6	0.5
Miscellaneous	0.2	0.4	-	0.1	0.2	0.5
Total revenues	<u>35.6</u>	<u>37.4</u>	<u>2.3</u>	<u>2.7</u>	<u>37.9</u>	<u>40.1</u>
Expenses						
General government	2.1	2.2	-	-	2.1	2.2
Public safety	6.4	5.6	-	-	6.4	5.6
Airport/Aviation center	0.4	0.4	-	-	0.4	0.4
Highways and streets	2.6	2.2	-	-	2.6	2.2
Health and welfare	0.6	0.7	-	-	0.6	0.7
Sanitation	0.8	0.8	-	-	0.8	0.8
Culture and recreation	0.7	0.7	-	-	0.7	0.7
Economic development	0.1	1.0	-	-	0.1	1.0
Education	20.2	19.2	-	-	20.2	19.2
Food service	0.6	0.6	-	-	0.6	0.6
Debt service	0.3	0.4	-	-	0.3	0.4
Intergovernmental	1.6	1.6	-	-	1.6	1.6
Sewer	-	-	3.4	3.0	3.4	3.0
Total expenses	<u>36.4</u>	<u>35.4</u>	<u>3.4</u>	<u>3.0</u>	<u>39.8</u>	<u>38.4</u>
Change in net position	(0.8)	2.0	(1.1)	(0.3)	(1.9)	1.7
Net position, beginning of year	<u>5.9</u>	<u>3.9</u>	<u>29.1</u>	<u>29.4</u>	<u>35.0</u>	<u>33.3</u>
Net position, end of year	<u>\$ 5.1</u>	<u>\$ 5.9</u>	<u>\$ 28.0</u>	<u>\$ 29.1</u>	<u>\$ 33.1</u>	<u>\$ 35.0</u>

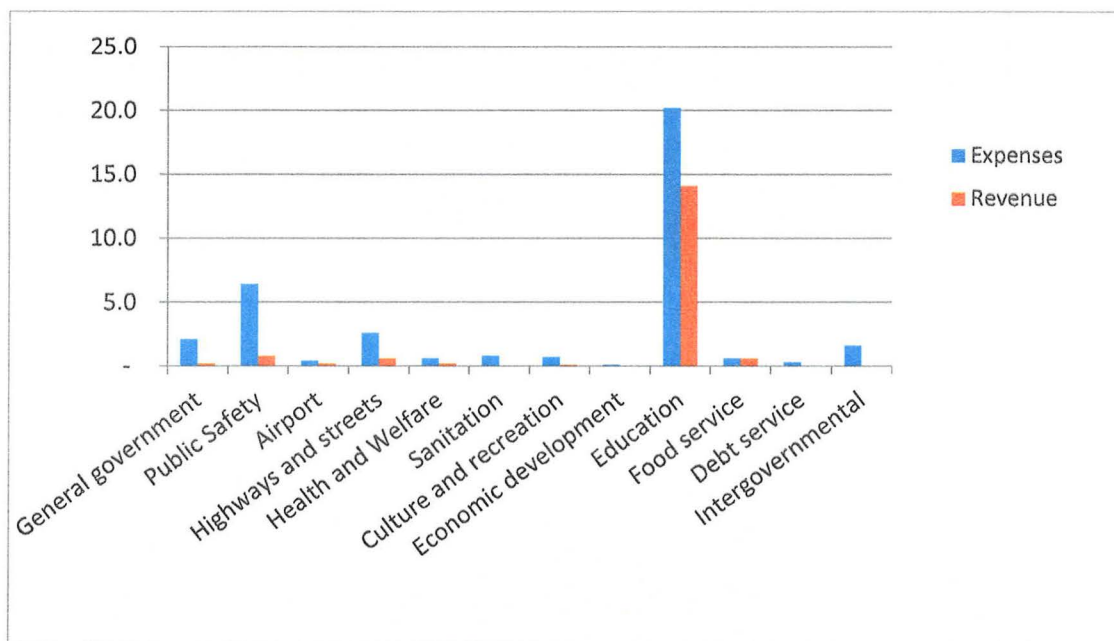
The City's expenses cover a range of services. The largest governmental expenses were for education (55%), public safety (18%), highways and streets (7%) and general government (6%), which accounted for roughly 86% of total governmental expenditures.

Governmental Activities

Governmental activities revenues of \$35.6 million were exceeded by expenses of \$36.4 million in fiscal year 2017, thereby decreasing the City's governmental activities net position by (\$800) thousand.

A comparison of the cost of services by function for the City's governmental activities with the related program revenues is shown below. Note that some of the largest expenses for the City (Education, Public Safety and General Government) also represent the activities that have the largest gap between expenses and program revenues. Since program revenues do not offset these expenses, the difference is made up from property taxes.

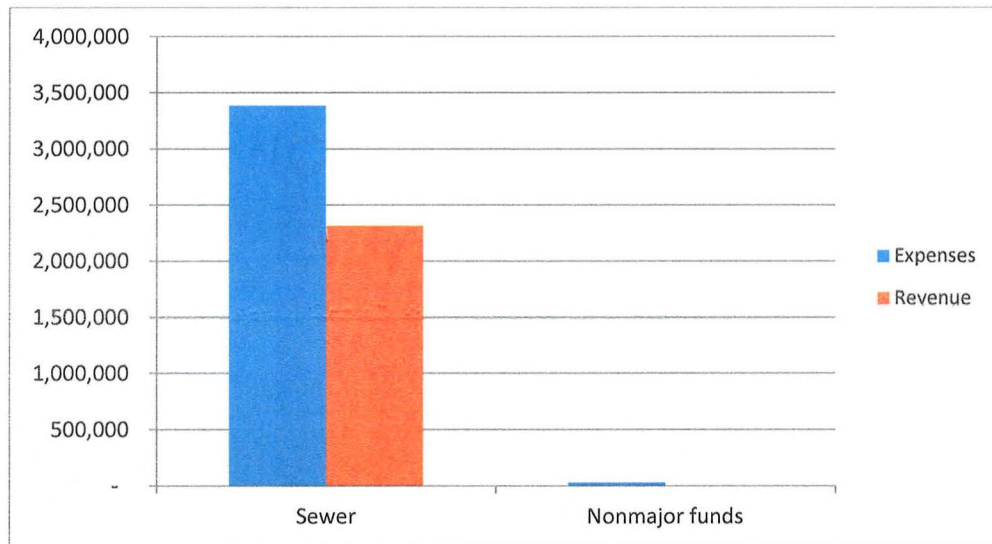
Expenses and Program Revenues – Governmental Activities
Fiscal Year Ending June 30, 2017



Business-type Activities

The charges for goods and services for the City's Sewer Fund, the major proprietary fund, were inadequate to cover the operating expenses, which includes depreciation expense. However, this does not include the inflows of capital from State-Aid Grants provided to offset Sewer Debt, Federal Grant Programs and State Revolving Loan Fund Program proceeds.

Expenses and Program Revenues – Business Type Activities
Fiscal Year Ending June 30, 2017

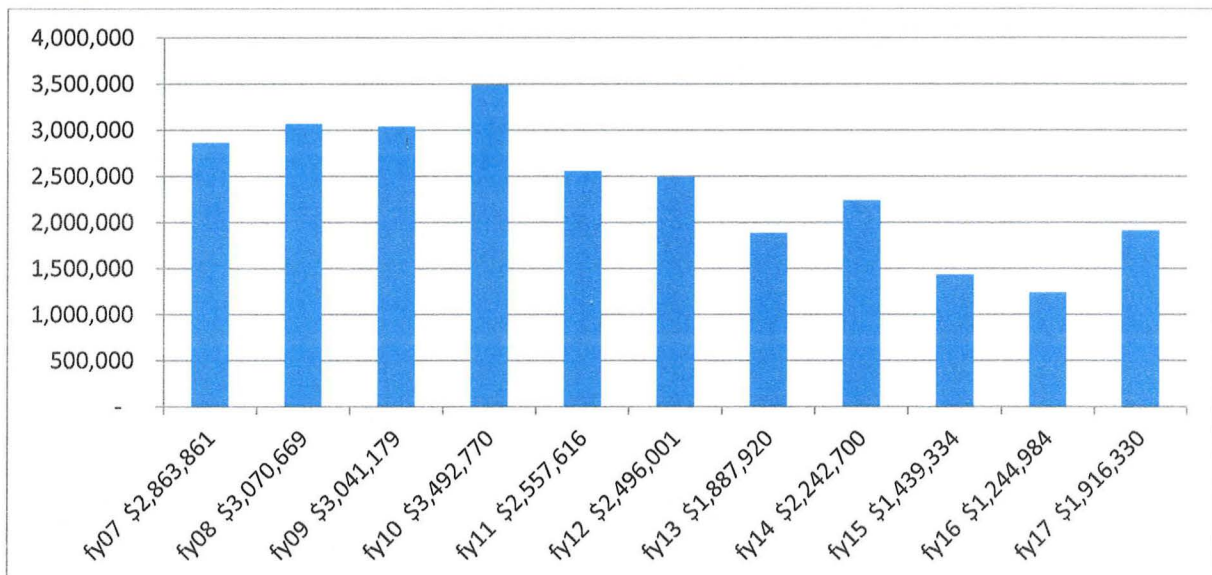


FINANCIAL ANALYSIS OF THE CITY'S FUNDS

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

Governmental Funds

The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City's near-term financing requirements. In particular, the General Fund unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year. Unassigned General Fund Balances from fiscal years 2007 through 2017 are as follows:

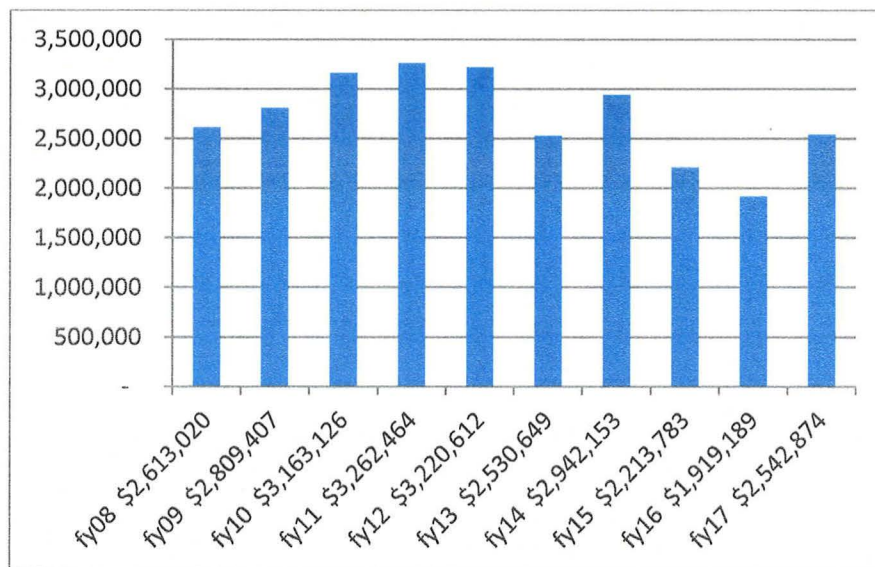


General Fund

As indicated above, the General Fund is the chief operating fund of the City. At the end of the current fiscal year, the General Fund had an unassigned fund balance of \$1,916,330, while total fund balance was \$2,912,485. The total fund balance includes nonspendable balances for prepaid expenses and tax deeded property, as well as assignments for encumbrances and continuing appropriations at fiscal year-end. The total General Fund unassigned fund balance increased by \$671,346 from the previous year.

Budgetary Basis

The above analysis done in this review has been based on modified accrual accounting basis figures from the audit. This is different than the budgetary basis that the City actually operates on. Accordingly, the chart below provides the General Fund Unassigned Fund Balance for the last ten years on a budgetary basis since these are the figures used by the City in budgeting and the figures the City would actually rely on for decision-making.



As indicated in the above chart, the City's effort in past years to increase its Unassigned Fund Balance was generally successful. However, the difficulty in maintaining that balance becomes greater every year, as the City has applied a significant amount of the balance to reduce the tax rate in each of the past three years. For the fiscal year 2017, the General Fund Unassigned Fund Balance has increased to \$2,542,874, with \$800,000 being applied to reduce the 2016 tax rate.

Bond Issue Capital Projects Fund

The Bond Issue Capital Projects Fund saw fund balance decrease during the year by (\$3,312,136) to a fiscal year end balance of \$3,777,116. This was a result of the City expending prior year bond proceeds for authorized project purposes in the current year. The balance is expected to decrease until all bond proceeds are expended.

Other Governmental Funds

The combined fund balances of the nonmajor governmental funds decreased during the year by (\$207,935) to a fiscal year end balance of \$137,635. The decrease was primarily a result of expenditures related to completion of the Hutchins Street Capital Project Fund.

Proprietary Funds

The City's proprietary fund statements provide the same type of information found in the government-wide financial statements (accrual basis). Therefore there is no reconciliation needed between the government-wide financial statements for business-type activities and the proprietary fund financial statements.

Total net position of the proprietary funds decreased by (\$1,097,866) from the prior year. The amount collected from sewer user fees was insufficient to offset operating expenses. This is primarily because depreciation does not show up in the City Sewer Fund budget as an expense when determining sewer rates. The Sewer Fund itself had a decrease of net position of (\$1,074,383). The Nonmajor Proprietary Funds had a combined net position decrease of (\$23,483) in fiscal year 2017.

GENERAL FUND BUDGETARY HIGHLIGHTS

During the fiscal year, the original budget was amended by various supplemental appropriations and authorized transfers. A Budget to Actual Schedule for the major governmental fund (the General Fund) required to report budgetary activity can be found in the Required Supplementary Information section on page 39.

Actual budgetary revenues were less than the budgeted estimated revenues by (\$29,096). There were favorable variances of \$115,829 and \$122,894 in actual property taxes and licenses and permits revenue from the amounts budgeted, respectively. There were unfavorable variances of (\$201,101) and (\$60,391) in actual intergovernmental and charges for services revenue from the amounts budgeted, respectively. Actual budgetary expenditures at fiscal year-end were \$1,467,624 less than the final budgeted appropriations. Several City Departments were over budget, while several were under budgeted amounts. The City made a concerted effort to control costs resulting in savings on certain budgeted items. The Schools spent \$644,079 less than budgeted. General government was \$174,926 less than budgeted and Public safety spent \$184,307 less than budgeted. Additionally, the City opted not to carryforward certain projects which resulted in capital outlay expenditures less than budgeted of \$390,180.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

The City's investment in capital assets for its governmental and business-type activities as of June 30, 2017, amounted to \$118.7 million. Accumulated depreciation was \$50 million leaving a net book value of \$68.7 million. This investment in capital assets includes equipment, real property, infrastructure, computer software, and construction in progress. Infrastructure assets are items that are normally immovable, of value only to the City, which include roads and bridges. GASB Statement 34 requires assets, including infrastructure, for the City's governmental funds to be reported in the Government-Wide Statements. Additional information on the City's capital assets can be found in Note 4 on pages 22-23 of the Notes to the Basic Financial Statements.

Debt Administration

The City may issue general obligation bonds and notes in anticipation of such bonds authorized by the City Council. At the end of the current fiscal year, the City had total bonded debt outstanding of \$24.6 million. This amount does not include bonded debt outstanding by the Berlin Water Works, its component unit. The City may issue general obligation debt for the Berlin Water Works (a component unit of the City) and these general obligation bonds are backed by the full faith and credit of the City. Accordingly, this general obligation debt is recognized as a liability of the Berlin Water Works and is not recorded as a long-term obligation of the City. The Berlin Water Works will reimburse the City for direct payments made on its behalf for annual principal and interest on such debt. The City did not make any direct debt service payments on-behalf of the Berlin Water Works in the current year. The City issued refunding bonds totaling \$3.7 million in the Sewer Fund to affect a current refunding of \$3.8 million in old debt. In addition, the City converted State Revolving Loan Fund proceeds of \$240 thousand into general obligation debt of the Sewer Fund. Outstanding capital leases payable of governmental activities totaled \$73 thousand at year end. Capital lease obligations are entered into for the financing of equipment acquisitions and these contracts are cancelable if funds are not appropriated to meet payment obligations. Additional information regarding the City's long-term debt obligations can be found in Note 5 & 6 on pages 24-28 of the Notes to the Basic Financial Statements.

Net Pension Liability and Other Post-Employment Benefits

During fiscal year 2015, the City implemented GASB Statement 68 which requires the City to recognize a liability for its proportionate share of the New Hampshire Retirement System's net pension liability. Under GASB Statement 68, the City recognizes pension expense and reports deferred outflows and inflows of resources related to pension for its proportionate share of collective pension expense and collective deferred outflows and inflows of resources related to pension. At current year end, the City had a net pension liability of \$31.4 million, with deferred outflows and inflows of resources related to pension in the amounts of \$8.7 million and \$900 thousand, respectively. Additional information regarding the City's net pension liability can be found in Note 7 on pages 28-32 of the Notes to the Basic Financial Statements.

GASB Statement 45, requires the City to account for other post-employment benefits (OPEB) on an accrual basis rather than a pay-as-you-go basis. The City provides healthcare benefits, as well as life insurance, to its retirees, their spouses and dependents. Although, the City is not required to fund this contribution, it is required to be recognized as a liability in the government-wide and proprietary fund financial statements. The net OPEB obligation as of June 30, 2017 is \$1.1 million. Additional information regarding the City's OPEB obligation can be found in Note 8 on pages 32-34 of the Notes to the Basic Financial Statements.

ECONOMIC CONDITIONS

The Burgess BioPower biomass plant continues to operate efficiently while providing 25 direct jobs and supports many more indirect jobs and services.

Jericho Wind Power (recently acquired by LS Power) completed construction of its 5-tower wind farm in 2015. The 2.85 mega-watt towers are online and are producing power to the grid. The first payment in lieu of taxes made by agreement to the City occurred in July of 2016. The agreement will provide increasing revenues to the City over the next 20-year period.

Capone Iron Corporation expanded their fabrication space and has added a total of 25 jobs which is 12 more jobs than reported last year. They have plans to hire additional staff.

The Gorham Paper Mill continues to operate and improve product lines and actively seek employees. They continue to operate with approximately 123 employees. Of the 123 employees, 22 were replaced through attrition with new employees.

The Federal Corrections Institutions current staffing is 258 employees. This is slightly down from last year's employment total. They are actively recruiting additional staff.

Androscoggin Valley Hospital (AVH) continues to develop its association with the other 3 North Country hospitals in order to improve the quality of services while decreasing costs. AVH currently employs 383 individuals.

The Berlin Industrial Development Park Authority's (BIDPA) mission is to promote the development and preservation of business and industry to serve the City of Berlin. BIDPA has acquired a 215-acre parcel that is situated immediately north of the current industrial park. BIDPA is in continued discussions with a commercial agricultural enterprise who wishes to occupy the site. This enterprise is expected to create 80 jobs.

The City's number of tax deeded properties taken in fiscal year 2017 was higher than the number taken in 2016. The total number of properties with buildings on them taken by tax deed was 9 in 2017 vs. 5 in 2016. Nonetheless, the overall trend appears to be that tax deeded properties are decreasing. This is a relatively small number compared to past years. We hope that this is a trend that continues into the future. Recorded property sales in FY17 indicate an increase in sales activity and sale prices.

The City continued construction of the Route 16 upgrade project which is an approximately \$6 million-dollar re-construction project designed to upgrade the deteriorated road and sidewalks with features that meet current standards to enhance both vehicular and pedestrian safety. The project is slated for substantial completion in FY18. The project has been in the City's capital plans for many years and includes connections to a riverwalk along the Androscoggin where none currently exists. The City has obtained grant funding for the riverwalk and will begin construction in 2019. The new features of the project are designed to support the operations of the festivals and activities that occur in this area, such as the Riverfire event which attracts several thousand visitors each year. The City's funding strategy for paying the debt on this project includes the use of increasing revenues from the City's Pilot agreements.

The State of New Hampshire is continuing the development of its multi-use Jericho Mountain State Park. Included in this development is 300 acres around Jericho Lake that the City donated to the State. The park is a regional attraction. The park has a campground with 20 primitive campsites, including 5 cabins, 6 tent sites and 9 RV sites. The campground now has a new bath house available for visitors. The campground connects to the 75 miles of OHRV trails at the park and serves as the gateway to the 1,000 miles of trails in Coos County known as Ride the Wilds. The park also has a day-use area with a beach for swimming, pavilion, and boat launch. This development is having a very significant impact on the City's image and economic base. The City ordinance which allows OHRV traffic on all City streets continues to be successful. The OHRV friendly atmosphere has also led to the sale of residential properties in the City as second homes. The City is an active partner in the extremely popular, annual Jericho ATV/OHRV Festival. Each year, the event continues to break attendance records. The Chamber of Commerce and the NH Bureau of Trails entered into discussions with OHRV manufacturer Polaris about hosting Polaris' premier event,

“Camp RZR”, at the park in September of 2016 and 2017. The event in the fall of 2016 was on scale with the annual Jericho ATV Festival by drawing in 6,000 or more attendees.

Further significant developments, which are occurring on Route 110, include a proposed 170 RV site campground, the demolition of a large old manufacturing plant and the active solicitation for new development of this site. In addition, the purchase and renovation of another old vacant building in the same area was completed and converted into off road recreational vehicle retail space. A third building has also been purchased for similar renovations.

With the prospect of a new large employer, continued growth of the ATV and other tourism sectors as well as indication of an improving real estate market, the City is positioned for the future. The City, its people and organizations have learned how to operate without a paper mill economy. Its biggest threats seem to come in the form of reduced state education aid and legislative proposals which will hurt the status quo. If the City can fend off these threats, it will continue to re-develop.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the City’s finances for all Berlin citizens, taxpayers, customers, investors, and creditors. This financial report seeks to demonstrate the City’s accountability for the money it receives. Questions concerning any of the information provided in this report or requests for additional information should be addressed to: City of Berlin, Department of Finance, 168 Main Street, Berlin, NH 03570.

EXHIBIT A
CITY OF BERLIN, NEW HAMPSHIRE
Statement of Net Position
June 30, 2017

	Primary Government			
	Governmental	Business-type		Component
	Activities	Activities	Total	Unit
ASSETS				
Current Assets:				
Cash and cash equivalents	\$ 17,373,898		\$ 17,373,898	\$ 1,565,332
Investments	829,167		829,167	
Taxes receivable, net	720,488		720,488	
Accounts receivable, net	556,999	\$ 440,864	997,863	239,769
Due from other governments	1,821,881	326,311	2,148,192	244,295
Other receivables			-	649
Internal balances	(7,082,656)	7,082,656	-	
Prepaid expenses	74,771	6,189	80,960	
Inventory	7,375	97,086	104,461	255,645
Tax dedeed property	419,319		419,319	
Total Current Assets	<u>14,721,242</u>	<u>7,953,106</u>	<u>22,674,348</u>	<u>2,305,690</u>
Noncurrent Assets:				
Due from other governments		626,359	626,359	
Capital assets:				
Non-depreciable capital assets	17,415,561	197,275	17,612,836	1,839,613
Depreciable capital assets, net	15,005,078	36,099,487	51,104,565	38,399,252
Total Noncurrent Assets	<u>32,420,639</u>	<u>36,923,121</u>	<u>69,343,760</u>	<u>40,238,865</u>
Total Assets	<u>47,141,881</u>	<u>44,876,227</u>	<u>92,018,108</u>	<u>42,544,555</u>
DEFERRED OUTFLOWS OF RESOURCES				
Loss on debt refunding		54,308	54,308	
Deferred outflows related to pension	8,488,279	254,305	8,742,584	288,608
Total Deferred Outflows of Resources	<u>8,488,279</u>	<u>308,613</u>	<u>8,796,892</u>	<u>288,608</u>
LIABILITIES				
Current Liabilities:				
Accounts payable	1,172,083	72,559	1,244,642	33,511
Accrued expenses	569,692	166,312	736,004	74,564
Retainage payable	148,031		148,031	
Refundable deposits		20,000	20,000	
Advances from grantors	147,259		147,259	
Unearned revenue	1,623		1,623	
Due to other governments	3,936		3,936	
Current portion of bonds payable	485,000	629,912	1,114,912	1,134,060
Current portion of notes payable			-	1,322,131
Current portion of capital leases payable	72,769		72,769	
Current portion of compensated absences payable			-	16,111
Current portion of estimated liability for landfill postclosure care costs	9,900	11,400	21,300	
Total Current Liabilities	<u>2,610,293</u>	<u>900,183</u>	<u>3,510,476</u>	<u>2,580,377</u>
Noncurrent Liabilities:				
Bonds payable	8,499,476	15,022,621	23,522,097	8,532,962
Compensated absences payable	1,550,947	149,479	1,700,426	145,002
Accrued longevity payout	28,750		28,750	
Net pension liability	30,566,170	878,144	31,444,314	1,162,737
Other post-employment benefits liability	1,026,083	32,000	1,058,083	42,948
Estimated liability for landfill postclosure care costs	89,100	193,800	282,900	
Total Noncurrent Liabilities	<u>41,760,526</u>	<u>16,276,044</u>	<u>58,036,570</u>	<u>9,883,649</u>
Total Liabilities	<u>44,370,819</u>	<u>17,176,227</u>	<u>61,547,046</u>	<u>12,464,026</u>
DEFERRED INFLOWS OF RESOURCES				
Property taxes collected in advance	5,352,215		5,352,215	
Deferred inflows related to pension	835,012	21,118	856,130	143,976
Total Deferred Inflows of Resources	<u>6,187,227</u>	<u>21,118</u>	<u>6,208,345</u>	<u>143,976</u>
NET POSITION				
Net investment in capital assets	27,466,451	20,644,229	48,110,680	29,249,712
Restricted	404,948	948,000	1,352,948	
Unrestricted (Deficit)	<u>(22,799,285)</u>	<u>6,395,266</u>	<u>(16,404,019)</u>	<u>975,449</u>
Total Net Position	<u>\$ 5,072,114</u>	<u>\$ 27,987,495</u>	<u>\$ 33,059,609</u>	<u>\$ 30,225,161</u>

See accompanying notes to the basic financial statements

EXHIBIT B
CITY OF BERLIN, NEW HAMPSHIRE
Statement of Activities
For the Year Ended June 30, 2017

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position			Component Unit
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total	
Governmental Activities:								
General government	\$ 2,078,727	\$ 177,083	\$ 2,209		\$ (1,899,435)		\$ (1,899,435)	
Public safety	6,454,812	330,536	420,221		(5,704,055)		(5,704,055)	
Airport/Aviation center	390,637	87,684	7,470	\$ 46,912	(248,571)		(248,571)	
Highways and streets	2,603,864	10,864	236,993	325,085	(2,030,922)		(2,030,922)	
Health and welfare	560,951	88,307	179,340		(293,304)		(293,304)	
Sanitation	852,859	29,184			(823,675)		(823,675)	
Culture and recreation	673,507	50,651	2,939		(619,917)		(619,917)	
Economic development	96,216		25,828		(70,388)		(70,388)	
Education	20,242,938	1,459,288	12,513,087	123,287	(6,147,276)		(6,147,276)	
Food service	629,705	206,225	433,703		10,223		10,223	
Debt service	243,610		9,214		(234,396)		(234,396)	
Intergovernmental	1,647,881				(1,647,881)		(1,647,881)	
Total governmental activities	<u>36,475,707</u>	<u>2,439,822</u>	<u>13,831,004</u>	<u>495,284</u>	<u>(19,709,597)</u>	<u>\$ -</u>	<u>(19,709,597)</u>	
Business-type activities:								
Sewer	3,388,304	2,262,739		28,761		(1,096,804)	(1,096,804)	
Nonmajor enterprise funds	28,036					(28,036)	(28,036)	
Total business-type activities	<u>3,416,340</u>	<u>2,262,739</u>	<u>-</u>	<u>28,761</u>	<u>-</u>	<u>(1,124,840)</u>	<u>(1,124,840)</u>	
Total primary government	<u>\$ 39,892,047</u>	<u>\$ 4,702,561</u>	<u>\$ 13,831,004</u>	<u>\$ 524,045</u>	<u>(19,709,597)</u>	<u>(1,124,840)</u>	<u>(20,834,437)</u>	
Component unit:								
Water	\$ 3,216,485	\$ 2,698,297		\$ 387,120				\$ (131,068)
Total component unit	<u>\$ 3,216,485</u>	<u>\$ 2,698,297</u>	<u>\$ -</u>	<u>\$ 387,120</u>				<u>(131,068)</u>
General revenues:								
Property and other taxes					16,658,511		16,658,511	
Licenses and permits					1,442,119		1,442,119	
Grants and contributions:								
Rooms and meals tax distribution					548,483		548,483	
Other intergovernmental							-	35,864
Interest and investment earnings					22,279	3,899	26,178	1,118
Miscellaneous					184,259	23,075	207,334	128,764
Contributions to permanent fund principal					3,150		3,150	
Net gain on disposal of capital assets					6,000		6,000	
Total general revenues, contributions to permanent fund principal and net gain on disposal of capital assets					<u>18,864,801</u>	<u>26,974</u>	<u>18,891,775</u>	<u>165,746</u>
Change in net position					(844,796)	(1,097,866)	(1,942,662)	34,678
Net Position at beginning of year					<u>5,916,910</u>	<u>29,085,361</u>	<u>35,002,271</u>	<u>30,190,483</u>
Net Position at end of year					<u>\$ 5,072,114</u>	<u>\$ 27,987,495</u>	<u>\$ 33,059,609</u>	<u>\$ 30,225,161</u>

See accompanying notes to the basic financial statements

EXHIBIT C
CITY OF BERLIN, NEW HAMPSHIRE
Balance Sheet
Governmental Funds
June 30, 2017

	General Fund	Bond Issue Capital Projects Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS				
Cash and cash equivalents	\$ 17,368,195		\$ 5,703	\$ 17,373,898
Investments	454,320		374,847	829,167
Taxes receivable, net	720,488			720,488
Accounts receivable	523,434		11,763	535,197
Due from other governments	675,426		1,146,455	1,821,881
Due from other funds	1,240,879	\$ 4,840,100	21,013	6,101,992
Prepaid expenses	46,041		28,730	74,771
Inventory			7,375	7,375
Tax dedeed property	419,319			419,319
Total Assets	<u>21,448,102</u>	<u>4,840,100</u>	<u>1,595,886</u>	<u>27,884,088</u>
DEFERRED OUTFLOWS OF RESOURCES				
Total Deferred Outflows of Resources	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Assets and Deferred Outflows of Resources	<u>\$ 21,448,102</u>	<u>\$ 4,840,100</u>	<u>\$ 1,595,886</u>	<u>\$ 27,884,088</u>
LIABILITIES				
Accounts payable	\$ 155,962	\$ 916,788	\$ 80,258	\$ 1,153,008
Accrued expenses	432,493		9,822	442,315
Retainage payable		146,196	1,835	148,031
Advances from grantors			147,259	147,259
Unearned revenue	1,623			1,623
Due to other governments	3,936			3,936
Due to other funds	11,962,844		1,219,077	13,181,921
Total Liabilities	<u>12,556,858</u>	<u>1,062,984</u>	<u>1,458,251</u>	<u>15,078,093</u>
DEFERRED INFLOWS OF RESOURCES				
Property taxes collected in advance	5,352,215			5,352,215
Uncollected property tax revenue	626,544			626,544
Total Deferred Inflows of Resources	<u>5,978,759</u>	<u>-</u>	<u>-</u>	<u>5,978,759</u>
FUND BALANCES				
Nonspendable	465,360		190,308	655,668
Restricted		3,777,116	250,745	4,027,861
Committed			16,356	16,356
Assigned	530,795			530,795
Unassigned (Deficit)	1,916,330		(319,774)	1,596,556
Total Fund Balances	<u>2,912,485</u>	<u>3,777,116</u>	<u>137,635</u>	<u>6,827,236</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	<u>\$ 21,448,102</u>	<u>\$ 4,840,100</u>	<u>\$ 1,595,886</u>	<u>\$ 27,884,088</u>

See accompanying notes to the basic financial statements

EXHIBIT C-1
CITY OF BERLIN, NEW HAMPSHIRE
Reconciliation of the Balance Sheet of Governmental Funds
to the Statement of Net Position
June 30, 2017

Total Fund Balances - Governmental Funds (Exhibit C)	\$ 6,827,236
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	32,420,639
Property taxes are recognized on an accrual basis in the statement of net position, not the modified accrual basis	626,544
Deferred outflows of resources and deferred inflows of resources that do not require or provide the use of current financial resources are not reported within the funds:	
Deferred outflows of resources attributable to net pension liability	8,488,279
Deferred inflows of resources attributable to net pension liability	(835,012)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds. Long-term liabilities at year end consist of:	
Bonds payable	(8,984,476)
Capital leases payable	(72,769)
Accrued interest on long-term obligations	(127,377)
Compensated absences payable	(1,550,947)
Accrued longevity payout	(28,750)
Net pension liability	(30,566,170)
Other post-employment benefits liability	(1,026,083)
Estimated liability for landfill postclosure care costs	<u>(99,000)</u>
Net Position of Governmental Activities (Exhibit A)	<u>\$ 5,072,114</u>

See accompanying notes to the basic financial statements

EXHIBIT D
CITY OF BERLIN, NEW HAMPSHIRE
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the Year Ended June 30, 2017

	General <u>Fund</u>	Bond Issue Capital Projects <u>Fund</u>	Nonmajor Governmental <u>Funds</u>	Total Governmental <u>Funds</u>
Revenues:				
Taxes	\$ 16,706,172			\$ 16,706,172
Licenses and permits	1,442,119			1,442,119
Intergovernmental	11,442,753		\$ 3,350,896	14,793,649
Charges for services	2,060,036		364,025	2,424,061
Interest income	17,373		4,906	22,279
Miscellaneous	200,020		84,272	284,292
Total Revenues	<u>31,868,473</u>	<u>\$ -</u>	<u>3,804,099</u>	<u>35,672,572</u>
Expenditures:				
Current operations:				
General government	1,947,878		2,209	1,950,087
Public safety	5,309,082		449,654	5,758,736
Airport/Aviation center			166,253	166,253
Highways and streets	2,107,294			2,107,294
Health and welfare	564,327		323	564,650
Sanitation	824,048			824,048
Culture and recreation	578,603		41,030	619,633
Economic development			24,711	24,711
Education	17,228,723		2,166,899	19,395,622
Food service			629,705	629,705
Capital outlay	967,301	3,312,136	541,000	4,820,437
Debt service:				
Principal retirement	326,703			326,703
Interest and fiscal charges	256,751			256,751
Intergovernmental	1,647,881			1,647,881
Total Expenditures	<u>31,758,591</u>	<u>3,312,136</u>	<u>4,021,784</u>	<u>39,092,511</u>
Excess of revenues over (under) expenditures	<u>109,882</u>	<u>(3,312,136)</u>	<u>(217,685)</u>	<u>(3,419,939)</u>
Other Financing Sources (Uses):				
Transfers in	4,619		14,369	18,988
Transfers out	(14,369)		(4,619)	(18,988)
Total Other Financing Sources (Uses)	<u>(9,750)</u>	<u>-</u>	<u>9,750</u>	<u>-</u>
Net change in fund balances	100,132	(3,312,136)	(207,935)	(3,419,939)
Fund balances at beginning of year	<u>2,812,353</u>	<u>7,089,252</u>	<u>345,570</u>	<u>10,247,175</u>
Fund balances at end of year	<u>\$ 2,912,485</u>	<u>\$ 3,777,116</u>	<u>\$ 137,635</u>	<u>\$ 6,827,236</u>

See accompanying notes to the basic financial statements

EXHIBIT D-1
CITY OF BERLIN, NEW HAMPSHIRE
Reconciliation of the Statement of Revenues, Expenditures
and Changes in Fund Balances of Governmental Funds
to the Statement of Activities
For the Year Ended June 30, 2017

Net Change in Fund Balances - Governmental Funds (Exhibit D)	\$ (3,419,939)
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays exceeded depreciation expense in the current period.	3,549,622
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.	(41,661)
Repayment of principal on bonds and capital leases payable is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.	433,581
Governmental funds report the effect of bond issuance premiums when debt is first issued, whereas these amounts are amortized in the statement of activities over the life of the related debt.	63,400
Capital lease principal and interest that was prepaid in the previous year is recorded as an expenditure in the governmental funds. However, the prepayment reduced long-term liabilities in the statement of net position and interest expense was charged in the statement of activities in the prior period.	210,513
In the statement of activities, interest is accrued on outstanding debt, whereas in governmental funds, an interest expenditure is reported when due.	(50,259)
Governmental funds report pension contributions as expenditures. However, in the statement of activities, pension expense reflects the change in net pension liability and related deferred outflows and inflows of resources, and does not require the use of current financial resources. This is the amount by which pension expense exceeded pension contributions in the current period.	(1,477,746)
Some expenses reported in the statement of activities, such as compensated absences, accrued longevity payout, other post-employment benefits and the estimated liability for landfill postclosure care costs, do not require the use of current financial resources and therefore are not reported as expenditures in the governmental funds.	<u>(112,307)</u>
Change in Net Position of Governmental Activities (Exhibit B)	<u>\$ (844,796)</u>

See accompanying notes to the basic financial statements

EXHIBIT E
CITY OF BERLIN, NEW HAMPSHIRE
Statement of Net Position
Proprietary Funds
June 30, 2017

	Business-type Activities		
	Sewer Fund	Nonmajor Enterprise Funds	Totals
ASSETS			
Current Assets:			
Accounts receivable	\$ 440,864		\$ 440,864
Due from other governments	260,402	\$ 65,909	326,311
Due from other funds	6,056,946	1,025,710	7,082,656
Prepaid expenses	6,189		6,189
Inventory	97,086		97,086
Total Current Assets	<u>6,861,487</u>	<u>1,091,619</u>	<u>7,953,106</u>
Noncurrent Assets:			
Due from other governments	626,359		626,359
Capital assets:			
Non-depreciable capital assets	101,072	96,203	197,275
Depreciable capital assets, net	<u>36,099,487</u>		<u>36,099,487</u>
Total Noncurrent Assets	<u>36,826,918</u>	<u>96,203</u>	<u>36,923,121</u>
Total Assets	<u>43,688,405</u>	<u>1,187,822</u>	<u>44,876,227</u>
DEFERRED OUTFLOWS OF RESOURCES			
Loss on debt refunding	54,308		54,308
Deferred outflows related to pension	<u>254,305</u>		<u>254,305</u>
Total Deferred Outflows of Resources	<u>308,613</u>	<u>-</u>	<u>308,613</u>
LIABILITIES			
Current Liabilities:			
Accounts payable	70,309	2,250	72,559
Accrued expenses	166,312		166,312
Refundable deposits		20,000	20,000
Current portion of bonds payable	629,912		629,912
Current portion of estimated liability for landfill postclosure care costs		<u>11,400</u>	<u>11,400</u>
Total Current Liabilities	<u>866,533</u>	<u>33,650</u>	<u>900,183</u>
Noncurrent Liabilities:			
Bonds payable	15,022,621		15,022,621
Compensated absences payable	149,479		149,479
Net pension liability	878,144		878,144
Other post-employment benefits liability	32,000		32,000
Estimated liability for landfill postclosure care costs		<u>193,800</u>	<u>193,800</u>
Total Noncurrent Liabilities	<u>16,082,244</u>	<u>193,800</u>	<u>16,276,044</u>
Total Liabilities	<u>16,948,777</u>	<u>227,450</u>	<u>17,176,227</u>
DEFERRED INFLOWS OF RESOURCES			
Deferred inflows related to pension	<u>21,118</u>		<u>21,118</u>
Total Deferred Inflows of Resources	<u>21,118</u>	<u>-</u>	<u>21,118</u>
NET POSITION			
Net investment in capital assets	20,548,026	96,203	20,644,229
Restricted for:			
Short-lived asset replacement reserve	948,000		948,000
Unrestricted	<u>5,531,097</u>	<u>864,169</u>	<u>6,395,266</u>
Total Net Position	<u>\$ 27,027,123</u>	<u>\$ 960,372</u>	<u>\$ 27,987,495</u>

See accompanying notes to the basic financial statements

EXHIBIT F
CITY OF BERLIN, NEW HAMPSHIRE
Statement of Revenues, Expenses and Changes in Net Position
Proprietary Funds
For the Year Ended June 30, 2017

	Business-type Activities		
	Sewer Fund	Nonmajor Enterprise Funds	Totals
Operating revenues:			
Charges for services	\$ 2,262,739		\$ 2,262,739
Miscellaneous	18,595	\$ 4,480	23,075
Total Operating Revenues	<u>2,281,334</u>	<u>4,480</u>	<u>2,285,814</u>
Operating expenses:			
Personnel services	882,610		882,610
Contractual services	42,221	510	42,731
Repairs and maintenance	35,115	19,850	54,965
Administrative	148,374	7,529	155,903
Materials and supplies	235,532	51	235,583
Utilities	213,473	96	213,569
Depreciation	<u>1,414,951</u>		<u>1,414,951</u>
Total Operating Expenses	<u>2,972,276</u>	<u>28,036</u>	<u>3,000,312</u>
Operating loss	<u>(690,942)</u>	<u>(23,556)</u>	<u>(714,498)</u>
Non-operating revenues (expenses):			
Interest income	3,826	73	3,899
Bond issuance expense	(88,712)		(88,712)
Interest expense	<u>(327,316)</u>		<u>(327,316)</u>
Net non-operating revenues (expenses)	<u>(412,202)</u>	<u>73</u>	<u>(412,129)</u>
Loss before capital contributions	(1,103,144)	(23,483)	(1,126,627)
Capital contributions	<u>28,761</u>		<u>28,761</u>
Change in net position	(1,074,383)	(23,483)	(1,097,866)
Net Position at beginning of year	<u>28,101,506</u>	<u>983,855</u>	<u>29,085,361</u>
Net Position at end of year	<u>\$ 27,027,123</u>	<u>\$ 960,372</u>	<u>\$ 27,987,495</u>

See accompanying notes to the basic financial statements

EXHIBIT G
CITY OF BERLIN, NEW HAMPSHIRE
Statement of Cash Flows
Proprietary Funds
For the Year Ended June 30, 2017

	Business-type Activities		
	Sewer Fund	Nonmajor Enterprise Funds	Totals
Cash flows from operating activities:			
Cash received from customers	\$ 2,328,470		\$ 2,328,470
Cash paid to suppliers	(664,307)	\$ (30,318)	(694,625)
Cash paid to employees	(939,675)		(939,675)
Other operating cash receipts	1,856	22,174	24,030
Net cash provided (used) by operating activities	<u>726,344</u>	<u>(8,144)</u>	<u>718,200</u>
Cash flows from capital and related financing activities:			
Proceeds from debt refunding	3,992,211		3,992,211
Payments on refunded debt	(3,992,211)		(3,992,211)
Proceeds from State of New Hampshire revolving loan	1,585		1,585
Principal paid on long-term debt	(439,686)		(439,686)
Interest paid on long-term debt	(350,528)		(350,528)
Capital contributions	287,959		287,959
Purchases of capital assets	(317,535)		(317,535)
Net cash used for capital and related financing activities	<u>(818,205)</u>	<u>-</u>	<u>(818,205)</u>
Cash flows from investing activities:			
Interest on investments	<u>3,826</u>	<u>73</u>	<u>3,899</u>
Net cash provided by investing activities	<u>3,826</u>	<u>73</u>	<u>3,899</u>
Net decrease in cash and cash equivalents	(88,035)	(8,071)	(96,106)
Cash and cash equivalents at beginning of year	<u>6,144,981</u>	<u>1,033,781</u>	<u>7,178,762</u>
Cash and cash equivalents at end of year	<u>\$ 6,056,946</u>	<u>\$ 1,025,710</u>	<u>\$ 7,082,656</u>
Reconciliation of operating loss to net cash provided (used) by operating activities:			
Operating loss	\$ (690,942)	\$ (23,556)	\$ (714,498)
Adjustments to reconcile operating loss to net cash provided (used) by operating activities:			
Depreciation expense	1,414,951		1,414,951
Change in deferred outflows related to pension	(185,314)		(185,314)
Change in deferred inflows related to pension	(26,451)		(26,451)
Changes in assets and liabilities:			
Accounts receivable	48,992		48,992
Due from other governments		4,667	4,667
Prepaid expenses	(4,014)		(4,014)
Inventory	(30,981)		(30,981)
Accounts payable	3,697	2,145	5,842
Accrued expenses	4,388		4,388
Refundable deposits		20,000	20,000
Compensated absences payable	4,848		4,848
Net pension liability	191,965		191,965
Other post-employment benefits liability	(4,795)		(4,795)
Estimated liability for landfill postclosure care costs		(11,400)	(11,400)
Net cash provided (used) by operating activities	<u>\$ 726,344</u>	<u>\$ (8,144)</u>	<u>\$ 718,200</u>
Non-cash transactions affecting financial position:			
Capital asset additions included in year end liabilities	\$ 40,946		\$ 40,946
Amortization on bond premium	23,338		23,338
Amortization on loss on debt refunding	(4,241)		(4,241)
	<u>\$ 60,043</u>	<u>\$ -</u>	<u>\$ 60,043</u>

See accompanying notes to the basic financial statements

EXHIBIT H
CITY OF BERLIN, NEW HAMPSHIRE
Statement of Fiduciary Net Position
Fiduciary Funds
June 30, 2017

	Private- Purpose <u>Trusts</u>	Agency <u>Funds</u>
ASSETS		
Cash and cash equivalents	\$ 11,123	\$ 201,875
Investments	113,240	
Due from other funds		19,075
Total Assets	<u>124,363</u>	<u>\$ 220,950</u>
DEFERRED OUTFLOWS OF RESOURCES		
Total Deferred Outflows of Resources	<u>-</u>	
LIABILITIES		
Deposits		\$ 19,075
Due to student groups		201,875
Due to other funds	21,802	
Total Liabilities	<u>21,802</u>	<u>\$ 220,950</u>
DEFERRED INFLOWS OF RESOURCES		
Total Deferred Inflows of Resources	<u>-</u>	
NET POSITION		
Held in trust	<u>102,561</u>	
Total Net Position	<u>\$ 102,561</u>	

See accompanying notes to the basic financial statements

EXHIBIT I
CITY OF BERLIN, NEW HAMPSHIRE
Statement of Changes in Fiduciary Net Position
Fiduciary Funds
For the Year Ended June 30, 2017

	Private- Purpose <u>Trusts</u>
ADDITIONS:	
Investment earnings:	
Investment income	\$ 575
Total Additions	<u>575</u>
DEDUCTIONS:	
Benefits	<u>20,287</u>
Total Deductions	<u>20,287</u>
Change in Net Position	(19,712)
Net Position at beginning of year	<u>122,273</u>
Net Position at end of year	<u>\$ 102,561</u>

See accompanying notes to the basic financial statements

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2017

NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the City of Berlin, New Hampshire conform to accounting policies generally accepted in the United States of America for local governmental units, except as indicated hereinafter. The following is a summary of significant accounting policies.

Financial Reporting Entity

The City of Berlin, New Hampshire (the City) was incorporated in 1829. The City operates under the City Council/City Mayor form of government and performs local governmental functions as authorized by its charter.

The financial statements include those of the various departments governed by the City Council and other officials with financial responsibility.

Governmental Accounting Standards Board Statement No. 14 (as amended by GASB No. 39 and No. 61) requires that all component units for which the City maintains financial oversight and a financial benefit or burden relationship be included in the financial statements. Oversight responsibility is derived from a number of criteria including financial interdependency, selection of governing authority, designation of management, ability to influence operations and accountability for fiscal matters. The relative importance of each criterion must be evaluated in light of specific circumstances.

Although the decision to include or exclude a component unit is left to the professional judgment of local responsible officials, a positive response to any of the criteria requires that the specific reason for excluding the component unit be disclosed.

Discretely Presented Component Unit

The component unit column in the government-wide financial statements includes the financial data of the City's component unit, the Berlin Water Works. The Berlin Water Works financial data is reported in a separate column to emphasize that they are separate from the City and to allow financial statement users to distinguish between the primary government and the component unit.

The Berlin Water Works, which was incorporated as a body politic in 1925, is included because the Mayor, with confirmation of the City Council, appoints the Water Commissioners, and debt is issued by the City on behalf of the Berlin Water Works. Debt issued by the Berlin Water Works is backed by the full faith and credit of the City.

Separately issued financial statements of the Berlin Water Works may be obtained by writing to their Board of Commissioners at 55 Willow Street, Berlin, New Hampshire 03570-1883.

Basis of Presentation

The City's basic financial statements consist of government-wide statements, including a statement of net position and a statement of activities, and fund financial statements which provide a more detailed level of financial information.

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

1. Government-Wide Financial Statements:

The statement of net position and the statement of activities display information about the City as a whole. These statements include the financial activities of the primary government and its component unit, except for fiduciary funds.

The statement of net position presents the financial conditions of the governmental and business-type activities of the City at year end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the City's governmental and business-type activities. Direct expenses are those that are specifically associated with a service, program or department and therefore clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program, grants and contributions that are restricted to meeting the operational or capital requirements of a particular program and interest earned on grants that is required to be used to support a particular program. Revenues which are not classified as program revenues are presented as general revenues of the City. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the City.

2. Fund Financial Statements:

During the year, the City segregates transactions related to certain City functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the City at this more detailed level. The focus of governmental and proprietary fund financial statements is on major funds. Each major fund is presented in a separate column. Nonmajor funds are aggregated and presented in a single column. The fiduciary funds are reported by type.

Fund Accounting

The City uses funds to maintain its financial records during the fiscal year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. There are three categories of funds: governmental, proprietary and fiduciary.

1. Governmental Funds:

Governmental funds are those through which most governmental functions typically are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and deferred outflows of resources, and liabilities and deferred inflows of resources, is reported as fund balance. The following represent the City's major governmental funds:

The *General Fund* is the main operating fund of the City and is used to account for all financial resources except those required to be accounted for in another fund.

The *Bond Issue Capital Projects Fund* accounts for all financial transactions used for the acquisition or construction of major capital facilities, infrastructure and equipment. It accounts for any federal, state, and local financing of these projects and the related capital outlay expenditures.

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

2. Proprietary Funds:

Proprietary fund reporting focuses on the determination of operating income, changes in net position, financial position and cash flows. Proprietary funds are classified as enterprise or internal service. The City has no internal service funds. The following is the City's sole major proprietary fund:

The *Sewer Fund* accounts for all revenues and expenses pertaining to the City's wastewater operations.

The Sewer Fund is utilized to account for operations that are financed and operated in a manner similar to private business enterprises. The stated intent is that the cost (i.e. expenses including depreciation) of providing goods or services to the residents on a continuing basis are financed or recovered primarily through user charges.

3. Fiduciary Funds:

Fiduciary fund reporting focuses on net position and changes in net position. The fiduciary fund category is split into two classifications: private-purpose trust funds and agency funds. Trust funds are used to account for assets held by the City under a trust agreement for individuals, private organizations, or other governments and are therefore not available to support the City's own programs. The City maintains various private-purpose trust funds which account for monies designated to benefit individuals within the City. The City's agency fund is custodial in nature (assets equal liabilities) and does not involve the measurement of results of operations. The City's agency fund accounts for the Student Activities Fund of the City's schools.

Measurement Focus

1. Government-Wide Financial Statements:

The government-wide financial statements are prepared using the economic resources measurement focus. All assets, deferred outflows of resources, liabilities, and deferred inflows of resources associated with the operation of the City and its component unit are included on the Statement of Net Position.

2. Fund Financial Statements:

All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets, deferred outflows of resources, current liabilities, and deferred inflows of resources generally are included on the balance sheet. The statement of revenues, expenditures and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach differs from the manner in which the governmental activities of the government-wide financial statements are prepared. Governmental fund financial statements therefore include reconciliations with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

Like the government-wide statements, the proprietary fund type is accounted for on a flow of economic resources measurement focus. All assets, deferred outflows of resources, liabilities, and deferred inflows of resources associated with the operation of these funds are included on the statement of net position. The statement of revenues, expenses and changes in net position presents increases (i.e., revenues) and

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

decreases (i.e., expenses) in net position. The statement of cash flows provides information about how the City finances and meets the cash flow needs of its proprietary activities.

The private-purpose trust funds are reported using the economic resources measurement focus.

Basis of Accounting

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting. Proprietary and fiduciary funds also use the accrual basis of accounting. Governmental funds use the modified accrual basis of accounting. Differences in the accrual and the modified accrual basis of accounting arise in the recognition of revenue and in the presentation of expenses versus expenditures.

1. Revenues – Exchange and Non-exchange Transactions:

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. Available means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. For the City, available means expected to be received within sixty days of fiscal year end.

Non-exchange transactions, in which the City receives value without directly giving equal value in return, include property taxes, grants, entitlements and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied (see Note 13). Revenue from grants, entitlements and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the fiscal year when use is first permitted; matching requirements, in which the City must provide local resources to be used for a specified purpose; and expenditure requirements, in which the resources are provided to the City on a reimbursement basis. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

Under the modified accrual basis, the following revenue sources are considered to be both measurable and available at fiscal year-end: property taxes, charges for services and interest on investments.

Licenses and permits and miscellaneous revenues are recorded as revenues when received in cash because they are generally not measurable until actually received.

Grants received before the eligibility requirements are met are recorded as advances from grantors. On governmental fund financial statements, property taxes receivable that will not be collected within the available period have been reported as deferred inflows of resources.

2. Expenses/Expenditures:

On the accrual basis of accounting, expenses are recognized at the time they are incurred.

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable. Allocations of cost, such as depreciation and amortization are not recognized in governmental funds.

Budgetary Data

The City's budget represents functional appropriations as authorized by annual or special City Council meetings. The City Council may transfer funds between operating categories as they deem necessary. The City adopts its budget under State regulations, which differ somewhat from accounting principles generally accepted in the United States of America in that the focus is on the entire governmental unit rather than on the basis of fund types.

State law requires balanced budgets but permits the use of beginning fund balance to reduce the property tax rate. For the fiscal year ended June 30, 2017, the City applied \$800,000 of its unassigned fund balance to reduce taxes.

Cash and Cash Equivalents

The City pools its cash resources for the governmental and proprietary funds. Cash applicable to a particular fund is reflected as an interfund balance. For the purpose of the Statement of Cash Flows, cash and cash equivalents consist of the following:

	<i>Due from other funds</i>
Proprietary Funds:	
Sewer Fund	\$ 6,056,946
Nonmajor Enterprise Funds	<u>1,025,710</u>
Total cash and cash equivalents	<u>\$ 7,082,656</u>

Investments

Investments are stated at their fair value in all funds. Certificates of deposit and repurchase agreements with a maturity of greater than ninety days from the date of issuance are included in investments.

Taxes Receivable

Taxes levied during the current fiscal year and prior and uncollected at June 30, 2017 are recorded as receivables net of reserves for estimated uncollectible taxes of \$516,801.

Due from Other Governments

Receivables due from other governments at June 30, 2017 consist of various federal and state funding programs and reimbursements due from other local governmental units for services performed by the City. All receivables are considered collectible in full. Due from other governments in the Sewer Fund consist of state aid grant reimbursements which are to be received over the life of the related state debt, and as such, are classified as both current and noncurrent receivables in the amount of \$260,402 and \$626,359, respectively.

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

Prepaid Expenses

Payments made to vendors for services that will benefit periods beyond June 30, 2017 are recorded as prepaid items.

Inventory

On government-wide and proprietary fund financial statements, inventories are presented at the lower of cost or market on a first-in, first-out basis and are expensed when used. Inventory in governmental funds consists of food supplies held for consumption. The cost of inventory items is recorded as expenditures in the governmental fund types when purchased.

Note Receivable

During December 2013, the City was awarded a Community Development Block Grant, the purpose of which was to sub-grant the funds to a sub-recipient for renovation costs associated with converting a City property into affordable elderly housing. As part of the grant agreement, the City transferred the converted property to the sub-recipient in exchange for a note receivable in the amount of \$480,000. Annual interest will be at 0% for the entire term of the note. The principal balance of the note shall become due and payable in full the earlier of transfer of property to an entity not controlled by the sub-recipient or 20 years from the date on which the project is placed in service for federal tax purposes, but in no event later than December 31, 2034. Additionally, the note is secured by certain covenants that require 100% of persons or households residing in the property to be low and moderate-income households. As of June 30, 2017, the City does not intend to collect on this balance and believes that payment in the event of default by the sub-recipient is unlikely. Accordingly, the City has recorded an allowance for uncollectible accounts in the governmental activities for the entire \$480,000 balance.

Capital Assets

General capital assets result from expenditures in the governmental funds. These assets are reported in the government-wide statement of net position, but are not reported in the governmental fund financial statements. In the government-wide financial statements, capital assets are reported in the applicable governmental or business-type activities column.

All capital assets including infrastructure are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated capital assets are recorded at their fair values as of the date received. The City maintains a capitalization threshold of \$10,000. The City's infrastructure consists of roads, bridges, sidewalks, sewer collection and treatment systems, and similar items. The City does not possess any intangible assets. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not. Interest incurred during the construction phase of capital assets of business-type activities is also capitalized.

All reported capital assets except for land and construction in progress are depreciated. Improvements are depreciated over the remaining useful lives of the related capital assets. Useful lives for infrastructure were estimated based on the City's historical records of necessary improvements and replacement. Depreciation is computed using the straight-line method over the following useful lives:

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

<u>Description</u>	<u>Years</u>
Infrastructure	15-50
Land improvements	5-30
Buildings and improvements	5-60
Vehicles and equipment	3-30

Loss on Debt Refunding

Debt refunding that results in a difference between the reacquisition price of old debt and the net carrying value of the old debt has been reported in the accompanying financial statements as a loss on debt refunding. The loss on debt refunding is amortized as a component of interest expense over the remaining life of the related refunding debt using the effective interest rate method.

Bond Premiums

Bond premiums are amortized as a component of interest expense over the life of the related bond using the effective interest rate method. Bonds payable are reported in the accompanying financial statements gross of any applicable unamortized bond premiums.

Compensated Absences and Accrued Longevity Payout

Employees earn vacation and sick leave as they provide services. Provision is made in the annual budget for vacation and sick leave. Pursuant to City personnel policy and collective bargaining agreements, employees may accumulate (subject to certain limitations) unused sick pay earned and, upon retirement, resignation, or death, will be compensated for such amounts at current rates of pay. Vacation leave accrued and unused at year end, must be taken within the following year or is forfeited.

Pursuant to a collective bargaining agreement between the City and a certain local union, eligible employees who retire, resign, or otherwise leave employment in good standing, may receive a one-time severance longevity payment based upon completed years of service at the rate of \$250 per year. To be eligible, the employee must have completed at least 10 years of continuous service to the City.

For governmental fund financial statements, compensated absences and accrued longevity payouts are reported as liabilities and expenditures as payments come due each period upon the occurrence of employee death, resignation or retirement. The entire compensated absence and accrued longevity payout liabilities are reported on the government-wide and proprietary fund financial statements.

Accrued Liabilities and Long-Term Obligations

All payables, accrued liabilities, and long-term obligations are reported in the government-wide financial statements. In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current resources, are reported as obligations of the funds. However, compensated absences and accrued longevity payouts that will be paid from governmental funds are reported as liabilities in the fund financial statements only to the extent that they are due for payment during the current fiscal year. General obligation bonds and other long-term obligations that will be paid from governmental funds are recognized as a liability in the fund financial statements when due.

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

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 New Hampshire Retirement System (NHRS) and additions to/deductions from NHRS's fiduciary net position have been determined on the same basis as they are reported by NHRS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms.

Net Position

Net position represents the difference between assets and deferred outflows of resources, and liabilities and deferred inflows of resources. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances on any borrowings used for the acquisition, construction or improvement of those assets. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the City 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 the restricted components of net position.

The City's policy is to first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

Fund Balance Policy

Under GASB Statement 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, the City has segregated fund balance into five classifications: Nonspendable, Restricted, Committed, Assigned, and Unassigned. These components of fund balance are defined as follows:

- ***Nonspendable Fund Balance:*** Amounts that are not in a spendable form or are required to be maintained intact.
- ***Restricted Fund Balance:*** Amounts that can only be spent for specific purposes stipulated by external resource providers or by enabling legislation. Restrictions may be changed or lifted only with the consent of the external resource providers or the enabling legislation.
- ***Committed Fund Balance:*** Amounts that can only be used for the specific purposes determined by a formal action of the City's highest level of decision-making authority (City Council Resolutions). Commitments may be changed or lifted only upon the governing body taking the same formal action that imposed the constraint originally. The resolution must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined in the subsequent period.
- ***Assigned Fund Balance:*** Amounts the City intends to use for a specific purpose; intent can be expressed by the City Council or City School Board or by an official or body to which the City Council or City School Board delegates the authority. For all governmental funds other than the General Fund, any remaining positive balances are to be classified as 'Assigned'.
- ***Unassigned Fund Balance:*** Amounts that are not obligated or specifically designated and is available for any purpose. The residual classification of any General Fund balance is to be reported here. Any deficit fund balance of another governmental fund is also classified as 'Unassigned'.

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

The City Council delegates to the City's Finance Director the authority to assign amounts to be used for specific purposes. The City's School Board delegates the authority to assign amounts to the Business Administrator.

Spending Prioritizations

The City's policy is to first apply restricted resources when expenditures are incurred for purposes for which both restricted and unrestricted fund balance is available. When expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications may be applied, committed resources are to be applied first, followed by assigned amounts and unassigned amounts.

Deficit Fund Balance

At fiscal year-end, if any of the City's governmental special revenue funds has a deficit unassigned fund balance, the City Manager is authorized to transfer funds from the General Fund to offset the deficit, providing the General Fund has the resources to do so.

Minimum Fund Balance

The City will strive to maintain an unassigned fund balance in its General Fund equal to 8-15% of total annual appropriations of the City (includes City, School Department and County). The City Council has the authority to apply the City's beginning unassigned fund balance in order to balance the budget and to reduce the subsequent fiscal year property tax rate.

Interfund Activity

Transfers between governmental and business-type activities on the government-wide statements are reported in the same manner as general revenues.

Exchange transactions between funds are reported as revenues in the seller funds and as expenditures/expenses in the purchaser funds. Flows of cash or goods from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds and after non-operating revenues/expenses in the proprietary funds. Repayments from funds responsible for particular expenditures/expenses to the funds that initially paid for them are not presented on the financial statements.

Operating Revenues and Expenses

Operating revenues are those revenues that are generated directly from the primary activity of the proprietary funds. For the Sewer Fund, these revenues represent charges to customers for sales and services. Operating expenses, which include depreciation on capital assets, are necessary costs incurred to provide the service that is the primary activity of the proprietary fund. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America require management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results may differ from those estimates.

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

NOTE 2—STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

Deficit Fund Balance

At June 30, 2017, the Airport Authority Fund, a Nonmajor Governmental Fund, had a deficit 'Unassigned' fund balance of (\$319,774) and total deficit fund balance of (\$291,044).

NOTE 3—DEPOSITS AND INVESTMENTS

Deposits and investments as of June 30, 2017 are classified in the accompanying financial statements as follows:

Statement of Net Position:	
Cash and cash equivalents	\$ 17,373,898
Investments	829,167
Statement of Fiduciary Net Position:	
Cash and cash equivalents	212,998
Investments	113,240
Total deposits and investments	<u>\$ 18,529,303</u>

Deposits and investments as of June 30, 2017 consist of the following:

Cash on hand	\$ 3,338
Deposits with financial institutions	18,071,645
Investments	454,320
Total deposits and investments	<u>\$ 18,529,303</u>

The City's investment policy for governmental and proprietary funds requires that deposits be made in federally insured banks chartered under the laws of the State of New Hampshire or the federal government with a branch within the State of New Hampshire. The City limits its investments to the New Hampshire Public Deposit Investment Pool (NHPDIP), an external investment pool in accordance with New Hampshire State law, and federally insured banks chartered under the laws of New Hampshire or the federal government with a branch within the State to the following investment types: money market accounts, certificates of deposit, repurchase agreements, all other types of interest bearing accounts, or obligations fully guaranteed as to principal and interest by the United States government.

Responsibility for the investments of the Trust Funds is with the Board of Trustees. Investments of the Student Activities Agency Fund are at the discretion of the School Principals.

Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The City's investment policy for managing credit risk is based on the prudent person principal to ensure capital preservation and protection of investment principal while maintaining sufficient liquidity and seeking a fair rate of return.

As of June 30, 2017, the City's investment in the NHPDIP, a state investment pool, had a fair value balance of \$454,320 and was rated *AAA-mf*.

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

Custodial Credit Risk

Custodial credit risk for deposits is the risk that in the event of a bank failure, the City's deposits may not be returned. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The City's investment policy for assurance against custodial credit risk requires collateralization for all deposits not covered by Federal Depository Insurance. The Trustees of Trust Funds do not have a specific policy regarding custodial credit risk.

Of the City's deposits with financial institutions at year end, \$17,396,830 was collateralized by securities held by the bank in the bank's name and \$14,249 was uninsured and uncollateralized.

Investment in NHPDIP

The City is a voluntary participant in the New Hampshire Public Deposit Investment Pool (NHPDIP), an external investment pool. The NHPDIP is not registered with the United States Securities and Exchange Commission as an investment company. The NHPDIP was created by state law and is administered by a public body of state, local and banking officials. Financial statements for the NHPDIP can be accessed through the NHPDIP's website at www.NHPDIP.com.

The City's exposure to derivatives is indirect through its participation in the NHPDIP. The City's proportional share of these derivatives is not available. The fair value of the position in the investment pool is equal to the value of the pool shares.

NOTE 4—CAPITAL ASSETS

The following is a summary of changes in capital assets of the governmental activities:

	Balance 07/01/16	Additions	Reductions	Balance 06/30/17
Governmental activities:				
Capital assets not depreciated:				
Land	\$ 1,208,025			\$ 1,208,025
Construction in progress	13,227,381	\$ 3,287,544	\$ (307,389)	16,207,536
Total capital assets not being depreciated	14,435,406	3,287,544	(307,389)	17,415,561
Other capital assets:				
Infrastructure	9,448,297	851,516		10,299,813
Land improvements	5,297,189			5,297,189
Buildings and improvements	11,731,230	608,561	(26,230)	12,313,561
Vehicles and equipment	9,769,990	262,083	(204,090)	9,827,983
Total other capital assets at historical cost	36,246,706	1,722,160	(230,320)	37,738,546
Less accumulated depreciation for:				
Infrastructure	(5,759,149)	(300,740)		(6,059,889)
Land improvements	(3,429,999)	(144,702)		(3,574,701)
Buildings and improvements	(6,053,648)	(256,830)	26,230	(6,284,248)
Vehicles and equipment	(6,574,299)	(444,421)	204,090	(6,814,630)
Total accumulated depreciation	(21,817,095)	(1,146,693)	230,320	(22,733,468)
Total other capital assets, net	14,429,611	575,467	-	15,005,078
Total capital assets, net	\$ 28,865,017	\$ 3,863,011	\$ (307,389)	\$ 32,420,639

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

Depreciation expense was charged to governmental functions as follows:

General government	\$ 49,690
Public safety	159,072
Airport/Aviation center	218,589
Highways and streets	359,081
Health and welfare	812
Sanitation	15,961
Culture and recreation	38,889
Education	304,599
Total governmental activities depreciation expense	<u>\$ 1,146,693</u>

The balance of capital assets acquired through capital leases as of June 30, 2017 is as follows:

Vehicles and equipment	\$ 182,260
Less: Accumulated depreciation	<u>(72,904)</u>
	<u>\$ 109,356</u>

The following is a summary of changes in capital assets of the business-type activities:

	Balance 07/01/16	Additions	Reductions	Balance 06/30/17
Business-type activities:				
Capital assets not depreciated:				
Land	\$ 154,152			\$ 154,152
Construction in progress	-	\$ 43,123		43,123
Total capital assets not being depreciated	<u>154,152</u>	<u>43,123</u>	<u>\$ -</u>	<u>197,275</u>
Other capital assets:				
Infrastructure	39,147,123	80,851		39,227,974
Buildings and improvements	23,145,873	28,427		23,174,300
Vehicles and equipment	864,789	200,459	(103,973)	961,275
Total other capital assets at historical cost	<u>63,157,785</u>	<u>309,737</u>	<u>(103,973)</u>	<u>63,363,549</u>
Less accumulated depreciation for:				
Infrastructure	(8,121,936)	(905,543)		(9,027,479)
Buildings and improvements	(17,273,922)	(463,987)		(17,737,909)
Vehicles and equipment	(557,226)	(45,421)	103,973	(498,674)
Total accumulated depreciation	<u>(25,953,084)</u>	<u>(1,414,951)</u>	<u>103,973</u>	<u>(27,264,062)</u>
Total other capital assets, net	<u>37,204,701</u>	<u>(1,105,214)</u>	<u>-</u>	<u>36,099,487</u>
Total capital assets, net	<u>\$ 37,358,853</u>	<u>\$ (1,062,091)</u>	<u>\$ -</u>	<u>\$ 36,296,762</u>

Depreciation expense was charged to proprietary funds as follows:

Sewer Fund	<u>\$ 1,414,951</u>
Total business-type activities depreciation expense	<u>\$ 1,414,951</u>

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

NOTE 5—LONG-TERM OBLIGATIONS

Changes in Long-Term Obligations

The changes in the City's long-term obligations for the year ended June 30, 2017 are as follows:

	Balance 07/01/16	Additions	Reductions	Balance 06/30/17	Due Within One Year
Governmental activities:					
Bonds payable	\$ 9,031,703		\$ (326,703)	\$ 8,705,000	\$ 485,000
Unamortized bond premium	342,876		(63,400)	279,476	
Total Bonds payable	9,374,579	\$ -	(390,103)	8,984,476	485,000
Capital leases payable	179,647		(106,878)	72,769	72,769
Compensated absences payable	1,548,452	192,133	(189,638)	1,550,947	
Accrued longevity payout	-	28,750		28,750	
Total governmental activities	<u>\$ 11,102,678</u>	<u>\$ 220,883</u>	<u>\$ (686,619)</u>	<u>\$ 10,636,942</u>	<u>\$ 557,769</u>

Payments on the general obligation bonds and capital leases payable of the governmental activities are paid out of the General Fund. Amortization of the governmental activities bond premium is recognized as a component of interest expense on the Statement of Activities (Exhibit B). The compensated absences and accrued longevity payouts will be paid from the governmental fund where the employee's salary is paid.

	Balance 07/01/16	Additions	Reductions	Balance 06/30/17	Due Within One Year
Business-type activities:					
Bonds payable	\$ 15,727,371	\$ 3,910,925	\$ (4,284,636)	\$ 15,353,660	\$ 629,912
Unamortized bond premium	-	322,211	(23,338)	298,873	
Total Bonds payable	15,727,371	4,233,136	(4,307,974)	15,652,533	629,912
State of New Hampshire revolving loan	239,340	1,585	(240,925)	-	
Compensated absences payable	144,631	9,590	(4,742)	149,479	
Total business-type activities	<u>\$ 16,111,342</u>	<u>\$ 4,244,311</u>	<u>\$ (4,553,641)</u>	<u>\$ 15,802,012</u>	<u>\$ 629,912</u>

Payments on the general obligation bonds of the business-type activities are paid out of the Sewer Fund. Amortization of the business-type activities bond premium is recognized as a component of interest expense in the Sewer Fund on the Statement of Revenues, Expenses and Changes in Net Position – Proprietary Funds (Exhibit F). The compensated absences are solely attributable to, and will be paid from, the Sewer Fund.

	Balance 07/01/16	Additions	Reductions	Balance 06/30/17	Due Within One Year
Component unit:					
Bonds payable	<u>\$ 8,922,208</u>	<u>\$ 2,000,000</u>	<u>\$ (1,255,186)</u>	<u>\$ 9,667,022</u>	<u>\$ 1,134,060</u>
Total component unit	<u>\$ 8,922,208</u>	<u>\$ 2,000,000</u>	<u>\$ (1,255,186)</u>	<u>\$ 9,667,022</u>	<u>\$ 1,134,060</u>

Payments on the general obligation bonds of the component unit are paid by the Berlin Water Works.

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

General Obligation Bonds

Governmental Activities:

Bonds payable at June 30, 2017 are comprised of the following individual issues:

<u>Description</u>	<u>Original Issue</u>	<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Balance at June 30, 2017</u>
2013 Series C Bonds	\$ 3,971,500	4.1-5.6%	August 2025	\$ 3,205,000
2016 Series Bonds	5,500,000	2.65%	July 2036	5,500,000
	<u>\$ 9,471,500</u>			8,705,000
			Add: <i>Unamortized bond premium</i>	279,476
			Total Bonds Payable	<u>\$ 8,984,476</u>

Debt service requirements to retire outstanding general obligation bonds for governmental activities at June 30, 2017 are as follows:

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Totals</u>
2018	\$ 485,000	\$ 296,618	\$ 781,618
2019	520,000	274,606	794,606
2020	545,000	252,216	797,216
2021	565,000	229,066	794,066
2022	590,000	204,447	794,447
2023-2027	2,885,000	644,323	3,529,323
2028-2032	1,455,000	318,331	1,773,331
2033-2037	1,660,000	112,228	1,772,228
Sub-total Bonds Payable	8,705,000	2,331,835	11,036,835
Add: <i>Unamortized Bond Premium</i>	279,476	-	279,476
Total Bonds Payable	<u>\$ 8,984,476</u>	<u>\$ 2,331,835</u>	<u>\$ 11,316,311</u>

As included on the Statement of Activities (Exhibit B) as 'Debt service' expense, interest expense for the year ended June 30, 2017 was \$243,610 on general obligation debt of the governmental activities.

Business-type Activities:

Bonds payable at June 30, 2017 is comprised of the following individual issues:

<u>Description</u>	<u>Original Issue</u>	<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Balance at June 30, 2017</u>
2014 Rural Utilities Bond #R-1	\$ 6,508,000	2.375%	September 2037	\$ 5,959,017
2014 Rural Utilities Bond #R-2	6,000,000	2.375%	September 2037	5,493,870
2016 State Revolving Loan	240,925	2.0%	December 2035	230,773
2016 Series C Refunding Bonds	3,670,000	2.0-4.0%	August 2032	3,670,000
	<u>\$ 16,418,925</u>			15,353,660
			Add: <i>Unamortized bond premium</i>	298,873
			Total Bonds Payable	<u>\$ 15,652,533</u>

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

Debt service requirements to retire outstanding general obligation bonds for business-type activities at June 30, 2017 are as follows:

Year Ending June 30,	Principal	Interest	Totals
2018	\$ 629,912	\$ 389,182	\$ 1,019,094
2019	645,622	369,372	1,014,994
2020	666,586	350,808	1,017,394
2021	687,812	331,582	1,019,394
2022	704,305	311,789	1,016,094
2023-2027	3,848,735	1,239,837	5,088,572
2028-2032	4,360,017	717,705	5,077,722
2033-2037	3,467,596	263,345	3,730,941
2038	343,075	4,074	347,149
Sub-total Bonds Payable	15,353,660	3,977,694	19,331,354
Add: <i>Unamortized Bond Premium</i>	298,873	-	298,873
Total Bonds Payable	<u>\$ 15,652,533</u>	<u>\$ 3,977,694</u>	<u>\$ 19,630,227</u>

The State of New Hampshire annually reimburses the City for its share of sewer related debt service payments. For the year ended June 30, 2017, the sewer related debt reimbursement was \$287,959.

As included on the Statement of Revenues, Expenses and Changes in Net Position – Proprietary Funds (Exhibit F), interest expense for the year ended June 30, 2017 was \$327,316 on general obligation debt of the business-type activities.

Component Unit:

Under state law, the City is required to issue certain general obligation debt for the Berlin Water Works (a component unit of the City). Accordingly, this general obligation debt is recognized as a liability of the Berlin Water Works and is not recorded as a long-term obligation of the City.

Bonds payable for the Berlin Water Works at June 30, 2017 are comprised of the following individual issues:

<u>Description</u>	Interest <u>Rate</u>	Maturity <u>Date</u>	Balance at <u>June 30, 2017</u>
State Revolving Loan	0.00%	December 2018	\$ 279,995
State Revolving Loan	0.00%	May 2021	588,636
State Revolving Loan	0.00%	September 2024	773,897
State Revolving Loan	1.10%	October 2031	1,248,784
Rural Utilities Service - Water Facility	2.25%	October 2031	897,947
State Revolving Loan	2.46%	December 2035	2,928,947
State Revolving Loan	2.46%	December 2035	948,816
State Revolving Loan	1.96%	December 2036	2,000,000
			<u>\$ 9,667,022</u>

Debt service requirements to retire outstanding general obligation bonds for the component unit at June 30, 2017 are as follows:

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

Year Ending June 30,	Principal	Interest	Totals
2018	\$ 1,134,060	\$ 259,830	\$ 1,393,890
2019	708,335	190,218	898,553
2020	579,370	177,943	757,313
2021	591,343	166,850	758,193
2022	453,253	155,496	608,749
2023-2027	2,226,617	618,989	2,845,606
2028-2032	2,183,548	364,711	2,548,259
2033-2037	1,568,926	119,353	1,688,279
2038-2042	221,570	15,176	236,746
	<u>\$ 9,667,022</u>	<u>\$ 2,068,566</u>	<u>\$ 11,735,588</u>

Interest expense for the year ended June 30, 2017 was \$316,037 for the Berlin Water Works.

Capital Lease Obligations

Capital lease obligations represent lease agreements entered into for the financing of equipment acquisitions. These contracts are subject to cancellation should funds not be appropriated to meet payment obligations. Amounts are annually budgeted in the applicable function. The following are the individual capital lease obligations of the governmental activities at June 30, 2017:

School Equipment, due in annual installments of \$47,901, including interest at 3.090%, through August 2017	\$ 46,465
IT Equipment, due in monthly installments of \$5,300, including interest at 3.0%, through November 2017	26,304
	<u>\$ 72,769</u>

Debt service requirements to retire outstanding capital lease obligations for governmental activities at June 30, 2017 are as follows:

Year Ending June 30,	Principal	Interest	Totals
2018	<u>\$ 72,769</u>	<u>\$ 1,633</u>	<u>\$ 74,402</u>

NOTE 6—REFUNDING OF DEBT

Current Refunding

During the year ending June 30, 2017, the City issued \$3,670,000 of general obligation bonds in the Sewer Fund to affect a current refunding for \$3,844,950 of outstanding bonds (old debt). Net refunding proceeds of \$3,992,211 were used to retire old debt principal of \$3,903,499 and cover bond issuance costs of \$88,712. As a result, this old debt is considered to be defeased, and the liability for those outstanding bonds has been removed from the Statement of Net Position.

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

The current refunding of debt resulted in an economic gain of \$626,187. The City in effect, reduced its aggregate debt service payments by \$744,401 over the next sixteen years through the current refunding.

NOTE 7—DEFINED BENEFIT PENSION PLAN

Plan Description

The City contributes to the New Hampshire Retirement System (NHRS), a component unit of the State of New Hampshire, as defined in Governmental Accounting Standards Board (GASB) Statement No. 67, *Financial Reporting for Pension Plans - an amendment of GASB Statement No. 25*. The New Hampshire Retirement System is a public employee retirement system that administers a single cost-sharing multiple-employer defined benefit pension plan. The plan provides service, disability, death and vested retirement allowances to plan members and beneficiaries. Benefit provisions are established and may be amended by the New Hampshire State legislature.

The NHRS issues a publicly available financial report that includes financial statements and required supplementary information for NHRS. That report may be obtained by writing to New Hampshire Retirement System, 54 Regional Drive, Concord, New Hampshire 03301.

Substantially all full-time state and local employees, public school teachers, permanent firefighters and permanent police officers within the State are eligible and required to participate in the Pension Plan.

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

Benefits Provided

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

Group II members vested by January 1, 2012, who are age 60, or members who are at least age 45 with at least 20 years of creditable service, can receive a retirement allowance at a rate of 2.5% of AFC for each year of creditable service, not to exceed 40 years. Members commencing service on or after July 1, 2011 or members who have not attained status as of January 1, 2012 can receive a retirement allowance at age 52.5 with 25 years of service or age 60. The benefit shall be equal to 2% of AFC times creditable service up to 42.5 years. However, a member who commenced service on or after July 1, 2011 shall not receive a retirement allowance until attaining the age of 52.5, but may receive a reduced allowance after age 50 if the member has at least 25 years of creditable service where the allowance shall be reduced, for each month by which the benefit commencement date precedes the month after which the member attains 52.5 years of age by $1/4$ of 1% . For Group II members who commenced service prior to July 1, 2011, who have not attained vested status prior to January 1, 2012, benefits are calculated depending on age and years of creditable service as follows:

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

Years of Creditable Service as of <u>January 1, 2012</u>	<u>Minimum Age</u>	<u>Minimum Service</u>	<u>Benefit Multiplier</u>
At least 3 but less than 10 years	46	21	2.4%
At least 6 but less than 8 years	47	22	2.3%
At least 4 but less than 6 years	48	23	2.2%
Less than 4 years	49	24	2.1%

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

Funding Policy

Covered police officers and fire employees are required to contribute 11.55% and 11.80%, respectively of their covered salary, whereas teachers and general employees are required to contribute 7.0% of their covered salary. The City is required to contribute at an actuarially determined rate. The City's contribution rates for the covered payroll of police officers, fire employees, teachers, and general employees were 22.54%, 25.32%, 12.72%, and 10.86%, respectively. The City contributes 100% of the employer cost for police officers, fire employees, teachers, and general employees of the City.

Per RSA-100:16, plan member contribution rates are established and may be amended by the New Hampshire State legislature and employer contribution rates are determined by the NHRS Board of Trustees based on an actuarial valuation. The City's contributions to the NHRS for the year ending June 30, 2017 were \$2,105,772.

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

At June 30, 2017, the City reported a liability of \$31,444,314 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2016, and the total pension liability used to calculate the net pension liability was determined by a roll forward of the actuarial valuation from June 30, 2015. The City's proportion of the net pension liability was based on actual contributions by the City during the relevant fiscal year relative to the actual contributions of all participating plan members, excluding contributions to separately finance specific liabilities of individual employers or NHRS. At June 30, 2016, the City's proportion was approximately 0.5913 percent, which was an increase of 0.0049 percent from its proportion measured as of June 30, 2015.

For the year ended June 30, 2017, the City recognized pension expense of \$3,565,448. At June 30, 2016, the City reported deferred outflows of resources and deferred inflows of resources related to pension from the following sources:

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

	Deferred Outflows of <u>Resources</u>	Deferred Inflows of <u>Resources</u>
Differences between expected and actual experience	\$ 87,383	\$ 397,064
Change in assumptions	3,869,795	172,656
Net difference between projected and actual earnings on pension plan investments	1,967,318	
Changes in proportion and differences between City contributions and proportionate share of contributions	712,316	286,410
City contributions subsequent to the measurement date	<u>2,105,772</u>	
Totals	<u>\$ 8,742,584</u>	<u>\$ 856,130</u>

The net amount of deferred outflows of resources and deferred inflows of resources related to pension is reflected as an increase to unrestricted net position in the amount of \$7,886,454. The City reported \$2,105,772 as deferred outflows of resources related to pension resulting from City contributions made subsequent to the measurement date. This amount will be recognized as a reduction of the net pension liability in the measurement period ended June 30, 2017. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pension will be recognized in pension expense for the measurement periods as follows:

Year ended <u>June 30,</u>	
2017	\$ 1,181,738
2018	1,181,738
2019	1,840,334
2020	1,500,992
2021	<u>75,880</u>
	<u>\$ 5,780,682</u>

Actuarial Assumptions

The total pension liability was determined by a roll forward of the actuarial valuation as of June 30, 2015, using the following actuarial assumptions:

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

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

Mortality rates were based on the RP-2014 employee generational mortality tables for males and females, adjusted for mortality improvements using Scale MP-2015, based on the last experience study. Retirement rates were based on a table of rates that are specific to the type of eligibility condition, last updated in 2015 pursuant to an experience study of the period July 1, 2010 – June 30, 2015.

The long-term expected rate of return on pension plan investments 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 asset class. 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. The target allocation and best estimates of weighted average long-term expected real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Weighted Average Long-Term Expected Real Rate of Return (Net of inflation assumption of 2.5%)</u>
Fixed income	25%	(0.25)-1.71%
Domestic equity	30%	4.25-4.50%
International equity	20%	4.75-6.25%
Real estate	10%	3.25%
Private equity	5%	6.25%
Private debt	5%	4.75%
Opportunistic	5%	3.68%
Total	<u>100%</u>	

Discount Rate

The discount rate used to measure the collective pension liability was 7.25%, which is a decrease of 0.50% from the discount rate used for the prior measurement period of June 30, 2015. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. For purposes of the projection, member contributions and employer contributions are projected based on the expected payroll of current members only. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of 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 collective pension liability.

Sensitivity of the City's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the City's proportionate share of the net pension liability calculated using the discount rate of 7.25 percent, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower or 1-percentage-point higher than the single discount rate:

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

	1% Decrease (6.25%)	Current Discount rate (7.25%)	1% Increase (8.25%)
City's proportionate share of the net pension liability	\$ 40,403,802	\$ 31,444,314	\$ 24,013,840

NOTE 8—OTHER POST-EMPLOYMENT BENEFITS

In addition to providing pension benefits, the City provides medical and life insurance benefits to its eligible retirees and their covered spouses. Most regular active employees who retire directly from the City and meet the eligibility criteria may participate. The amount the City pays for medical and life insurance premiums for retirees and their spouses varies by employee group. All eligible employees and their spouses are allowed to continue medical coverage under the City plan for the lifetime by paying the required medical premium rates. The following groups of retirees qualify for these benefits. School employees hired before July 1, 2011 are eligible for benefits after (1) attaining age 60 or (2) attaining age 50 with 10 or more years of service or (3) age plus service is at least 70 with 20 or more years of service. School employees hired on or after July 1, 2011 are eligible for benefits after (1) attaining age 65 or (2) attaining age 60 with 30 or more years of service. Employees who are members of OPEIU/Local 345 or the Teamsters and Non-Union Supervisory Employees/Local 633 are eligible at age 62 with 10 years of service. Employees who are members of Local 1444 are eligible at age 62. Police and Fire employees are eligible for benefits after 20 years of service. Retired employees contribute 100% of the total premium cost, except for the following groups. For members of OPEIU/Local 345 and the Teamsters and Non-Union Supervisory Employees/Local 633 the City pays the full cost of single coverage from age 62 to 65. For members of Local 1444 the City pays 80% of coverage from age 62 to 65.

The benefits, benefit levels, employee contributions and employer contributions are governed by RSA 100-A:50. As of July 1, 2016, the most recent actuarial valuation date, approximately 29 retirees, 11 covered spouses and 255 active employees meet the eligibility requirements for medical benefits and 184 retirees are covered under a life insurance policy. The plan does not issue a separate financial report.

Annual OPEB Costs

For the year ended June 30, 2017, the City's annual OPEB expense is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC equals the Normal Cost plus a provision for amortizing the unfunded actuarial accrued liability. The City assumed increasing dollar amortization over the maximum acceptable amortization period of thirty years. The City's annual OPEB cost for the year ending June 30, 2017, including the amount actually contributed to the plan, and the change in the City's net OPEB obligation based on an actuarial valuation as of July 1, 2016, is as follows:

Annual Required Contribution (ARC)	\$ 370,657
Interest on net OPEB obligation	38,877
Amortization of net OPEB obligation	(32,397)
Annual OPEB cost	377,137
Contributions made	(290,970)
Increase in net OPEB obligation	86,167
Net OPEB obligation - beginning of year	971,916
Net OPEB obligation - end of year	<u>\$ 1,058,083</u>

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

The City's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for the years ending June 30, 2017, 2016 and 2015 are as follows:

Fiscal Year <u>Ended</u>	Annual <u>OPEB Cost</u>	Percentage of Annual OPEB <u>Cost Contributed</u>	Net OPEB <u>Obligation</u>
6/30/2017	\$ 377,137	77.2%	\$ 1,058,083
6/30/2016	\$ 491,276	61.2%	\$ 971,916
6/30/2015	\$ 472,490	62.6%	\$ 781,202

The City's total net OPEB obligation as of June 30, 2017 is recognized as a liability on the government-wide and proprietary fund financial statements.

Funded Status and Funding Progress for OPEB

The funded status of the plan as of July 1, 2016, the date of the most recent actuarial valuation, is as follows:

Actuarial Accrued Liability (AAL)	\$ 4,684,528
Actuarial value of plan assets	-
Unfunded Actuarial Accrued Liability (UAAL)	<u>\$ 4,684,528</u>
Funded ratio (actuarial value of plan assets/AAL)	0%
Covered payroll (active plan members)	\$ 14,985,657
UAAL as a percentage of covered payroll	31%

Actuarial valuations involve estimates of the value of reported amounts and assumptions about the probability of events in the future. The total cost of providing post-employment benefits is projected, taking into account assumptions about current claim cost, turnover, mortality, health care trends, and other actuarial assumptions. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future. The required schedule of funding progress presented as required supplementary information provides multi-year trend information that shows whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits.

Actuarial Methods and Assumptions for OPEB

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

For the July 1, 2016 actuarial valuation the Projected Unit Credit cost method was applied. The actuarial value of assets was not determined as the City has not advance funded its obligation. The City employs the Pay-as-you-go basis to fund the plan. The actuarial assumptions included a 4.0% investment rate of return (discount rate). The initial annual healthcare cost trend rate is 8.0%, which decreases in 1% decrements to an ultimate long-term rate of 5.0% for all medical benefits after three years. The

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

amortization costs for the initial Unfunded Actuarial Accrued Liability (UAAL) is an increasing dollar amortization for a period of thirty years on an open amortization period for pay-as-you-go. This has been calculated assuming the amortization payment increases at a rate of 4.0% per year.

NOTE 9—LANDFILL POSTCLOSURE CARE COSTS

State and federal laws and regulations required that the City place final covers on its two landfills when closed and perform certain maintenance and monitoring functions at the landfill sites for thirty years after closure. The East Milan landfill was capped during fiscal year 1997, and the Cates Hill landfill was capped during fiscal year 2005. Estimated liabilities have been recorded based on the future post-closure care costs that will be incurred for the two landfills. The total estimated liability for landfill post-closure care costs for the two landfills has a combined balance of \$304,200 as of June 30, 2017. The estimated liability for the post-closure care costs of the East Milan landfill (\$99,000) and the Cates Hill landfill (\$205,200) have been reported as a liability of the Governmental Activities and the Cates Hill Landfill Proprietary Fund, respectively. The estimated total current cost of the landfill post-closure care is based on the amount that would be paid if all equipment, facilities, and services required to close, monitor and maintain the landfills were acquired as of June 30, 2017. However, the actual cost of post-closure care may be higher due to inflation, changes in technology, or changes in landfill laws and regulations.

The closure costs of the East Milan landfill were financed through the issuance of debt under the State of New Hampshire Water Pollution Control Revolving Fund Program. The remaining post-closure care costs for the East Milan landfill are expected to be financed through annual taxation. For the Cates Hill landfill, the City entered into an inter-municipal agreement with surrounding communities for the reimbursement of their share of the closure and post-closure care costs. The remaining post-closure care costs for the Cates Hill landfill are expected to be financed from the motor vehicle surcharges previously collected in the Cates Hill Landfill Fund.

The following is a summary of changes in the estimated liability for post-closure care costs for the year ended June 30, 2017:

	Governmental activities	Business-type activities	Totals
Balance - July 1, 2016	\$ 108,900	\$ 216,600	\$ 325,500
Reductions (actual current year payments)	(7,031)	(4,427)	(11,458)
Change in estimated liability	(2,869)	(6,973)	(9,842)
Balance - June 30, 2017	<u>\$ 99,000</u>	<u>\$ 205,200</u>	<u>\$ 304,200</u>

NOTE 10—INTERFUND BALANCES AND TRANSFERS

The City has combined the cash resources of its governmental and proprietary fund types, as well as certain agency fund types included within the fiduciary funds. For accounting and reporting purposes, that portion of the pooled cash balance is reported in the specific fund as an interfund balance. Interfund balances at June 30, 2017 are as follows:

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

	Due from			Totals
	General Fund	Nonmajor Governmental Funds	Fiduciary Funds	
Due to General Fund		\$ 1,219,077	\$ 21,802	\$ 1,240,879
Bond Issue Capital Projects Fund	\$ 4,840,100			4,840,100
Nonmajor Governmental Funds	21,013			21,013
Sewer Fund	6,056,946			6,056,946
Nonmajor Enterprise Funds	1,025,710			1,025,710
Fiduciary Funds	19,075			19,075
	<u>\$ 11,962,844</u>	<u>\$ 1,219,077</u>	<u>\$ 21,802</u>	<u>\$ 13,203,723</u>

During the year, several interfund transactions occurred between funds. The various transfers were made in accordance with budgetary authorizations. Interfund transfers for the year ended June 30, 2017 are as follows:

	Transfers out		
	General Fund	Nonmajor Governmental Funds	Totals
Transfers in General Fund		\$ 4,619	\$ 4,619
Nonmajor Governmental Funds	\$ 14,369		14,369
	<u>\$ 14,369</u>	<u>\$ 4,619</u>	<u>\$ 18,988</u>

NOTE 11—RESTRICTED NET POSITION

Net position of the governmental activities is restricted for specific purposes as follows:

Permanent Funds - Principal	\$ 154,203
Permanent Funds - Income	219,509
School Private Grants and Contributions	1,710
Food Service Operations	13,921
Health Department Donations	2,219
Police Forfeiture Funds	9,141
CDBG Program Income	4,245
	<u>\$ 404,948</u>

NOTE 12—COMPONENTS OF FUND BALANCE

The components of the City's fund balance for its governmental funds at June 30, 2017 are as follows:

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

<u>Fund Balances</u>	<u>General Fund</u>	<u>Bond Issue Capital Projects Fund</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
Nonspendable:				
Prepaid expenses	\$ 46,041		\$ 28,730	\$ 74,771
Tax deeded property	419,319			419,319
Inventory			7,375	7,375
Permanent funds - Principal			154,203	154,203
Restricted for:				
Capital projects		\$ 3,777,116		3,777,116
Permanent funds - Income			219,509	219,509
School private grants and contributions			1,710	1,710
Food service operations			13,921	13,921
Health department donations			2,219	2,219
Police forfeiture funds			9,141	9,141
CDBG program income			4,245	4,245
Committed for:				
Recreation and parks programs			16,356	16,356
Assigned for:				
Continuing appropriations	410,480			410,480
Encumbrances	120,315			120,315
Unassigned (Deficit):				
Unassigned - General operations	1,916,330			1,916,330
Airport Authority Fund (Deficit)			(319,774)	(319,774)
	<u>\$ 2,912,485</u>	<u>\$ 3,777,116</u>	<u>\$ 137,635</u>	<u>\$ 6,827,236</u>

NOTE 13—PROPERTY TAXES

Taxes are levied on the assessed valuation of all taxable real property as of the prior April 1 (\$395,480,779 as of April 1, 2016) and are due in two installments on July 12, 2016 and December 20, 2016. Taxes paid after the due dates accrue interest at 12% per annum. On the modified accrual basis of accounting, property taxes are recognized as revenue when received in cash or if available to finance current period operations (within sixty days of year-end).

Under State law, the Tax Collector obtains tax liens on properties which have unpaid taxes in the following calendar year after taxes were due for the amount of unpaid taxes, interest and costs. These priority tax liens accrue interest at 18% per annum. If the property is not redeemed within a two year redemption period, the property may be tax deeded to the City.

In accordance with State law, the City collects taxes for Coos County, an independent governmental unit, which are remitted to the County as required by law. Total taxes appropriated to Coos County for the year ended June 30, 2017 were \$1,647,881. The City bears responsibility for uncollected taxes.

NOTE 14—TOP TAXPAYERS

The following are the five major property owners as they relate to the City's total assessed property valuation of \$395,480,779 (as of April 1, 2016):

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

<u>Taxpayer</u>	<u>Property Valuation</u>	<u>Percentage of Total Valuation</u>
Eversource (formerly PSNH)	\$ 96,605,400	24.43%
Great Lakes Hydro America, LLC	27,999,700	7.08%
Portland Natural Gas	17,950,300	4.54%
Fairpoint Communications	2,175,600	0.55%
TKB Properties, LLC	1,915,700	0.48%

NOTE 15—RISK MANAGEMENT

The City is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During the year ended June 30, 2017, the City was a member of and participated in public entity risk pools (Trusts) for property and liability insurance and worker's compensation coverage. Coverage has not been significantly reduced from the prior year and settled claims have not exceeded coverage in any of the past three years.

The Trust agreements permit the Trusts to make additional assessments to members should there be a deficiency in Trust assets to meet its liabilities. Accounting principles generally accepted in the United States of America require members of pools with a sharing of risk to determine whether or not such assessment is probable and, if so, a reasonable estimate of such assessment. At this time, the Trusts foresee no likelihood of an additional assessment for any of the past years. Claims expenditures and liabilities are reported when it is probable that a loss has occurred and the amount of that loss can be reasonably estimated. These losses include an estimate of claims that have been incurred but not reported. Based on the best available information there is no liability at June 30, 2017.

Property and Liability Insurance

The Trust provides certain property and liability insurance coverage to member towns, cities, and other qualified political subdivisions of New Hampshire. As a member of the Trust, the City shares in contributing to the cost of and receiving benefit from a self-insured pooled risk management program. The program includes a Self-Insured Retention Fund from which is paid up to \$200,000 for each and every covered property, crime and/or liability loss that exceeds \$1,000, up to an aggregate of \$1,000,000. Each property loss is subject to a \$1,000 deductible. All losses over the aggregate are covered by insurance policies.

Worker's Compensation

The Trust provides statutory worker's compensation coverage to member towns, cities, and other qualified political subdivisions of New Hampshire. The Trust is self-sustaining through annual member premiums and provides coverage for the statutorily required workers' compensation benefits and employer's liability coverage up to \$2,000,000. The program includes a Loss Fund from which is paid up to \$500,000 for each and every covered claim.

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2017

NOTE 16—COMMITMENTS

Ambulance Services Contract

During April 2016, the City entered into a long-term agreement with an independent company to provide emergency ambulance services. Terms of the agreement will be in effect for one 3-year term beginning July 1, 2016 and ending June 30, 2019. The terms of the contract include minimum monthly payments of \$27,417 at the beginning of the agreement. These monthly payments may be adjusted based on future Medicare or Medicaid reimbursement rates. At the beginning of July of each subsequent contract year, \$500 shall be added to the base monthly subsidy then in effect. For the year ended June 30, 2017, the City expended \$329,000 under the terms of the emergency ambulance service agreement.

Guaranteed Debt - Component Unit

Certain debt issued by Berlin Water Works (a component unit of the City) is backed by the full faith and credit of the City. In the event of a default on payments of such debt by the Berlin Water Works, the City would be responsible for making the payments.

NOTE 17—CONTINGENT LIABILITIES

Litigation

There may be various claims and suits pending against the City, which arise in the normal course of the City's activities. In the opinion of City management, any potential claims against the City which are not covered by insurance are immaterial and would not affect the financial position of the City.

Federal Grants

The City participates in a number of federally assisted grant programs. These programs are subject to financial and compliance audits by the grantors or their representatives. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the City expects such amounts, if any, to be immaterial.

NOTE 18—IMPLEMENTATION OF FUTURE ACCOUNTING STANDARDS

The Government Accounting Standards Board (GASB) has issued Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, which the City is required to implement in the fiscal year ending June 30, 2018. Management believes that this pronouncement will have a potentially significant impact on the City's government-wide and proprietary fund financial statements. The City will have to report its proportional share of the New Hampshire Retirement System's unfunded OPEB liability in the financial statements for the fiscal year beginning after June 15, 2017. Additionally, Statement No. 75 modifies the allowable methods, recognition and measurement criteria related to how the City accounts for and reports its single employer OPEB plan, currently disclosed in Note 8.

SCHEDULE 1
CITY OF BERLIN, NEW HAMPSHIRE
Schedule of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual (Budgetary Basis) - General Fund
For the Year Ended June 30, 2017

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Final Budget -</u>
				<u>Favorable</u>
				<u>(Unfavorable)</u>
Revenues:				
Taxes	\$ 16,542,682	\$ 16,542,682	\$ 16,658,511	\$ 115,829
Licenses and permits	1,319,225	1,319,225	1,442,119	122,894
Intergovernmental	11,643,854	11,643,854	11,442,753	(201,101)
Charges for services	2,055,427	2,120,427	2,060,036	(60,391)
Interest income	10,000	10,000	17,373	7,373
Miscellaneous	213,720	213,720	200,020	(13,700)
Total Revenues	<u>31,784,908</u>	<u>31,849,908</u>	<u>31,820,812</u>	<u>(29,096)</u>
Expenditures:				
Current operations:				
General government	2,122,804	2,122,804	1,947,878	174,926
Public safety	5,414,906	5,493,389	5,309,082	184,307
Highways and streets	2,050,106	2,050,106	2,107,294	(57,188)
Health and welfare	683,961	683,961	564,327	119,634
Sanitation	814,985	814,985	824,048	(9,063)
Culture and recreation	595,753	595,753	578,603	17,150
Education	17,955,181	17,955,181	17,311,102	644,079
Capital outlay	1,622,961	1,357,481	967,301	390,180
Debt service:				
Principal retirement	326,703	326,703	326,703	-
Interest and fiscal charges	260,350	260,350	256,751	3,599
Intergovernmental	<u>1,647,881</u>	<u>1,647,881</u>	<u>1,647,881</u>	<u>-</u>
Total Expenditures	<u>33,495,591</u>	<u>33,308,594</u>	<u>31,840,970</u>	<u>1,467,624</u>
Excess of revenues over (under) expenditures	<u>(1,710,683)</u>	<u>(1,458,686)</u>	<u>(20,158)</u>	<u>1,438,528</u>
Other Financing Sources (Uses):				
Transfers in	4,500	4,500	4,619	119
Transfers out	<u>(14,369)</u>	<u>(14,369)</u>	<u>(14,369)</u>	<u>-</u>
Total Other Financing Sources (Uses)	<u>(9,869)</u>	<u>(9,869)</u>	<u>(9,750)</u>	<u>119</u>
Net change in fund balance	(1,720,552)	(1,468,555)	(29,908)	1,438,647
Fund balance at beginning of year				
- Budgetary Basis	<u>3,448,622</u>	<u>3,448,622</u>	<u>3,448,622</u>	<u>-</u>
Fund balance at end of year				
- Budgetary Basis	<u>\$ 1,728,070</u>	<u>\$ 1,980,067</u>	<u>\$ 3,418,714</u>	<u>\$ 1,438,647</u>

See accompanying notes to the required supplementary information

SCHEDULE 2
CITY OF BERLIN, NEW HAMPSHIRE
Schedule of Funding Progress for Other Post-Employment Benefits
For the Year Ended June 30, 2017

Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liability (AAL)	Unfunded AAL (UAAL)	Funded Ratio	Covered Payroll	UAAL as a Percentage of Covered Payroll
7/1/2012	\$ -	\$ 5,702,638	\$ 5,702,638	0.0%	\$ 13,739,039	42%
7/1/2014	\$ -	\$ 5,755,837	\$ 5,755,837	0.0%	\$ 14,763,591	39%
7/1/2016	\$ -	\$ 4,684,528	\$ 4,684,528	0.0%	\$ 14,985,657	31%

See accompanying notes to the required supplementary information

SCHEDULE 3
CITY OF BERLIN, NEW HAMPSHIRE
Schedule of Changes in the City's Proportionate Share of the Net Pension Liability
For the Year Ended June 30, 2017

	For the Measurement Period Ended June 30:			
	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
City's proportion of the net pension liability (asset)	0.5913%	0.5864%	0.5959%	0.5788%
City's proportionate share of the net pension liability (asset)	\$ 31,444,314	\$ 23,228,768	\$ 22,367,371	\$ 24,911,429
City's covered-employee payroll	\$ 14,905,786	\$ 14,750,588	\$ 14,461,687	\$ 13,904,404
City's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	210.95%	157.48%	154.67%	179.16%
Plan fiduciary net position as a percentage of the total pension liability	58.30%	65.47%	66.32%	59.81%

See accompanying notes to the required supplementary information

SCHEDULE 4
CITY OF BERLIN, NEW HAMPSHIRE
Schedule of City Contributions
For the Year Ended June 30, 2017

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
Contractually required contribution	\$ 2,105,772	\$ 2,115,681	\$ 1,967,282	\$ 1,933,217	\$ 1,439,273
Contributions in relation to the contractually required contribution	<u>(2,105,772)</u>	<u>(2,115,681)</u>	<u>(1,967,282)</u>	<u>(1,933,217)</u>	<u>(1,439,273)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
City's covered-employee payroll	\$ 14,814,604	\$ 14,905,786	\$ 14,750,588	\$ 14,461,687	\$ 13,904,404
Contributions as a percentage of covered-employee payroll	14.21%	14.19%	13.34%	13.37%	10.35%

See accompanying notes to the required supplementary information

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
For the Year Ended June 30, 2017

NOTE 1—BUDGET TO ACTUAL RECONCILIATION

Amounts recorded as budgetary amounts in the Schedule of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual (Budgetary Basis) – General Fund (Schedule 1) are reported on the basis budgeted by the City. Those amounts differ from those reported in conformity with accounting principles generally accepted in the United States of America in the Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds (Exhibit D). Property tax budgetary revenues are recognized when levied rather than when susceptible to accrual. Budgetary expenditures were adjusted for encumbrances.

	Revenues and Other Financing <u>Sources</u>	Expenditures and Other Financing <u>Uses</u>
Per Exhibit D	\$ 31,873,092	\$ 31,772,960
Difference in property taxes meeting susceptible to accrual criteria	(47,661)	
Encumbrances - June 30, 2017		120,315
Encumbrances - June 30, 2016		(37,936)
Per Schedule 1	<u>\$ 31,825,431</u>	<u>\$ 31,855,339</u>

NOTE 2—BUDGETARY FUND BALANCE

The components of the budgetary fund balance for the General Fund at June 30, 2017 are as follows:

<i>Nonspendable:</i>	
Prepaid expenses	\$ 46,041
Tax deeded property	419,319
<i>Assigned for:</i>	
Continuing appropriations	410,480
<i>Unassigned:</i>	
Unassigned - General operations	2,542,874
	<u>\$ 3,418,714</u>

NOTE 3—SCHEDULE OF FUNDING PROGRESS FOR OTHER POST-EMPLOYMENT BENEFITS

In accordance with GASB Statement #45, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions*, the City is required to disclose the schedule of funding progress for each of the three most recent actuarial valuations. The City implemented the provisions of GASB Statement #45 during the year ended June 30, 2009. Accordingly, the funding progress has been presented for the three most recent actuarial valuation reports.

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION (CONTINUED)
For the Year Ended June 30, 2017

NOTE 4—SCHEDULE OF CHANGES IN THE CITY'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY AND SCHEDULE OF CITY CONTRIBUTIONS

In accordance with GASB Statement #68, *Accounting and Financial Reporting for Pensions*, the City is required to disclose historical information for each of the prior ten years within a schedule of changes in the City's proportionate share of the net pension liability, and schedule of City contributions. The City implemented the provisions of GASB Statement #68 during the year ended June 30, 2015. Accordingly, the historic information has only been presented for those years which information was readily available. Additional disclosures will be made in future years as the information becomes available.

Changes in Actuarial Assumptions

For the June 30, 2015 actuarial valuation, the New Hampshire Retirement System reduced its assumption for the investment rate of return from 7.75% to 7.25%, decreased the price inflation from 3.0% to 2.5%, decreased the wage inflation from 3.75% to 3.25%, and decreased the salary increases from 5.8% to 5.6%. Additionally, the mortality table was changed from the RP-2000 projected to 2020 with Scale AA to the RP-2014 employee generational mortality table for males and females, adjusted for mortality improvements using Scale MP-2015.

SCHEDULE I
CITY OF BERLIN, NEW HAMPSHIRE
Schedule of Expenditures of Federal Awards
For the Year Ended June 30, 2017

<u>Federal Granting Agency/Recipient State Agency/Grant Program/State Grant Number</u>	<u>Federal Catalogue Number</u>	<u>Passed Through to Subrecipients</u>	<u>Total Federal Expenditures</u>
DEPARTMENT OF AGRICULTURE			
Pass Through Payments from the New Hampshire Department of Education <i>Child Nutrition Cluster:</i>			
School Breakfast Program	10.553	\$ -	\$ 77,064
National School Lunch Program	10.555		
- School Lunch (Cash)		-	294,330
- Commodities (Non-cash)		-	39,498
		-	333,828
<i>Total Child Nutrition Cluster</i>		-	410,892
Child and Adult Care Food Program	10.558	-	32,295
Fresh Fruit and Vegetable Program	10.582	-	20,898
Total Department of Agriculture		-	464,085
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT			
Pass Through Payments from the New Hampshire Community Development Finance Authority Community Development Block Grants/State's Program and Non-Entitlement Grants in Hawaii	14.228		
#014-053-CDHS		-	8,613
#015-053-CDED		6,500	16,098
#015-053-FSPF1		-	2,209
		6,500	26,920
Total Department of Housing and Urban Development		6,500	26,920
DEPARTMENT OF TRANSPORTATION			
Pass Through Payments from the New Hampshire Department of Transportation			
Airport Improvement Program #SBG-01-05-2016	20.106	-	44,445
Highway Planning and Construction #X-A001(088), 16019	20.205	-	325,085

See notes to schedule of expenditures of federal awards

SCHEDULE I
CITY OF BERLIN, NEW HAMPSHIRE
Schedule of Expenditures of Federal Awards (Continued)
For the Year Ended June 30, 2017

<u>Federal Granting Agency/Recipient State Agency/Grant Program/State Grant Number</u>	<u>Federal Catalogue Number</u>	<u>Passed Through to Subrecipients</u>	<u>Total Federal Expenditures</u>
Pass Through Payments from the New Hampshire Department of Safety Highway Safety Cluster:			
State and Community Highway Safety #310-17B-018	20.600	-	2,614
Pass Through Payments from the New Hampshire Highway Safety Agency			
State and Community Highway Safety #16-06, 01	20.600	-	4,213
#314-17B-004		-	425
#315-16B-034		-	6,492
#315-17B-038		-	9,561
		-	20,691
Alcohol Impaired Driving Countermeasures Incentive Grants I #308-17B-042	20.601	-	2,634
National Priority Safety Programs	20.616		
#308-16B-031		-	11,739
#308-17B-018		-	1,525
#308-17B-027		-	3,579
		-	16,843
Total Highway Safety Cluster		-	42,782
Total Department of Transportation		-	412,312
DEPARTMENT OF EDUCATION			
Pass Through Payments from the New Hampshire Department of Education			
Title I Grants to Local Educational Agencies	84.010		
#60012		-	15,110
#60174		-	300
#60217		-	1,480
#70012		-	649,498
#70174		-	9,998
#70175		-	8,862
#70217		-	28,665
#71556		-	13,500
		-	727,413

See notes to schedule of expenditures of federal awards

SCHEDULE I
CITY OF BERLIN, NEW HAMPSHIRE
Schedule of Expenditures of Federal Awards (Continued)
For the Year Ended June 30, 2017

<u>Federal Granting Agency/Recipient State Agency/Grant Program/State Grant Number</u>	<u>Federal Catalogue Number</u>	<u>Passed Through to Subrecipients</u>	<u>Total Federal Expenditures</u>
<i>Special Education Cluster (IDEA):</i>			
Special Education - Grants to States #72509	84.027	-	288,864
Special Education - Preschool Grants #72509	84.173	-	11,140
<i>Total Special Education Cluster (IDEA)</i>		-	300,004
Career and Technical Education - Basic Grants to States #65011 #75011	84.048	- - -	698 57,034 57,732
Twenty-First Century Community Learning Centers #76282	84.287	-	199,654
Rural Education #66470	84.358	-	8,478
Improving Teacher Quality State Grants #54798 #64798 #74798 #78894	84.367	- - - - -	4,111 31,341 66,625 10,500 112,577
Total Department of Education		-	1,405,858
DEPARTMENT OF HEALTH AND HUMAN SERVICES			
Pass Through Payments from the New Hampshire Department of Education Comprehensive Community Mental Health Services for Children with Serious Emotional Disturbances (SED) #72670	93.104	-	13,380
Substance Abuse and Mental Health Services - Projects of Regional and National Significance #62576 #72513	93.243	- - -	125,632 489,880 615,512
Total Department of Health and Human Services		-	628,892

See notes to schedule of expenditures of federal awards

SCHEDULE I
CITY OF BERLIN, NEW HAMPSHIRE
Schedule of Expenditures of Federal Awards (Continued)
For the Year Ended June 30, 2017

<u>Federal Granting Agency/Recipient State Agency/Grant Program/State Grant Number</u>	<u>Federal Catalogue Number</u>	<u>Passed Through to Subrecipients</u>	<u>Total Federal Expenditures</u>
DEPARTMENT OF HOMELAND SECURITY			
Pass Through Payments from the New Hampshire Highway Safety Agency Emergency Management Performance Grants #2013-EP-00057-S01	97.042	<u>-</u>	<u>6,240</u>
Pass Through Payments from the New Hampshire Department of Safety Homeland Security Grant Program	97.067	<u>-</u>	<u>27,504</u>
Received directly from U.S. Treasury Department Staffing for Adequate Fire and Emergency Response (SAFER) #EMW-2014-FH-00868	97.083	<u>-</u>	<u>320,383</u>
Total Department of Homeland Security		<u>-</u>	<u>354,127</u>
Total Expenditures of Federal Awards		<u>\$ 6,500</u>	<u>\$ 3,292,194</u>

See notes to schedule of expenditures of federal awards

CITY OF BERLIN, NEW HAMPSHIRE
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For the Year Ended June 30, 2017

NOTE 1—BASIS OF PRESENTATION

The accompanying Schedule of Expenditures of Federal Awards (the Schedule) includes the federal grant activity of the City of Berlin, New Hampshire (the City) under programs of the federal government for the year ended June 30, 2017. 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 City, it is not intended to and does not present the financial position, changes in net position or cash flows of the City.

NOTE 2—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the modified accrual basis of accounting for federal programs accounted for in the governmental funds, and on the accrual basis of accounting for federal programs accounted for in the proprietary funds, which are described in Note 1 to the City's basic financial statements. Such expenditures are recognized following, as applicable, either the cost principles in Office of Management and Budget Circular A-87, *Cost Principles for State, Local, and Indian Tribal Governments*, or the cost principles contained in Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

NOTE 3—INDIRECT COST RATE

The City of Berlin, New Hampshire has not elected to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

NOTE 4—RELATIONSHIP TO BASIC FINANCIAL STATEMENTS

The recognition of expenditures of federal awards has been reported in the City's basic financial statements as intergovernmental revenues in the governmental funds as follows:

Nonmajor Governmental Funds	<u>\$ 3,252,696</u>
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**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***

Independent Auditor's Report

To the Honorable Mayor, City Council and Manager
City of Berlin, New Hampshire

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, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Berlin, New Hampshire, as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the City of Berlin, New Hampshire's basic financial statements, and have issued our report thereon dated March 16, 2018. Our report includes a reference to other auditors who audited the financial statements of Berlin Water Works, the discretely presented component unit, as described in our report on the City of Berlin, New Hampshire's financial statements. This report does not include the results of the other auditors testing of internal control over financial reporting or compliance and other matters that are reported on separately by those auditors.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Berlin, New Hampshire'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 City of Berlin, New Hampshire's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Berlin, New Hampshire'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.

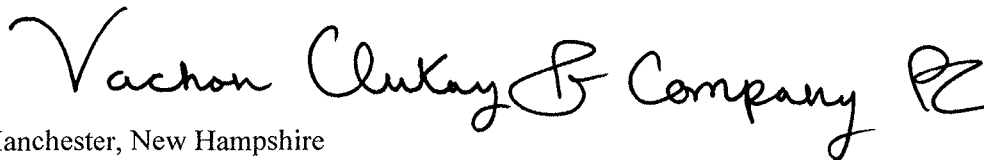
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not 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 City of Berlin, New Hampshire'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*.

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.

A handwritten signature in black ink that reads "Vachon Clukay & Company PC". The signature is written in a cursive, flowing style.

Manchester, New Hampshire
March 16, 2018

**REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM
AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE
REQUIRED BY THE UNIFORM GUIDANCE**

Independent Auditor's Report

To the Honorable Mayor, City Council and Manager
City of Berlin, New Hampshire

Report on Compliance for Each Major Federal Program

We have audited the City of Berlin, New Hampshire's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the City of Berlin, New Hampshire's major federal programs for the year ended June 30, 2017. The City of Berlin, New Hampshire's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

The City of Berlin, New Hampshire's basic financial statements include the operations of the Berlin Water Works, a component unit of the City, which received federal awards which are not included in the City of Berlin, New Hampshire's schedule of expenditures of federal awards during the year ended June 30, 2017. Our audit, described below, did not include the operations of the Berlin Water Works because the component unit engaged other auditors to perform an audit in accordance with the Uniform Guidance.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the City of Berlin, New Hampshire's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit 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). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City of Berlin, New Hampshire's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the City of Berlin, New Hampshire's compliance.

Opinion on Each Major Federal Program

In our opinion, the City of Berlin, New Hampshire complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2017.


Report on Internal Control Over Compliance

Management of the City of Berlin, New Hampshire is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City of Berlin, New Hampshire's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City of Berlin, New Hampshire's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

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

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.


Manchester, New Hampshire
March 16, 2018

**City of Berlin, New Hampshire
Schedule of Findings and Questioned Costs
For the Year Ended June 30, 2017**

Section I—Summary of Auditor's Results

Financial Statements

Type of auditor's report issued:	<u>Unmodified – all reporting units</u>	
Internal control over financial reporting:		
Material weakness(es) identified?	_____yes	_____X_____no
Significant deficiency(ies) identified	_____yes	_____X_____none reported
Noncompliance material to financial statements noted?	_____yes	_____X_____no

Federal Awards

Internal Control over major programs:		
Material weakness(es) identified?	_____yes	_____X_____no
Significant deficiency(ies) identified	_____yes	_____X_____none reported

Type of auditor's report issued on compliance for major programs:	<u>Unmodified</u>
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Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?	_____yes	_____X_____no
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Identification of major programs:

CFDA Number(s)	Name of Federal Program or Cluster
84.010	Title I Grants to Local Educational Agencies

Dollar threshold used to distinguish between Type A and Type B program: \$ 750,000.

Auditee qualified as low-risk auditee?	_____X_____yes	_____no
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Section II—Financial Statement Findings

There were no findings relating to the financial statements required to be reported by GAGAS.

Section III—Federal Award Findings and Questioned Costs

There were no findings and questioned costs required to be reported under 2 CFR 200.516(a).

SCHEDULE A
CITY OF BERLIN, NEW HAMPSHIRE
Combining Balance Sheet
Governmental Funds - All Nonmajor Funds
June 30, 2017

	Special Revenue Funds	Permanent Funds	Total Nonmajor Governmental Funds
ASSETS			
Cash and cash equivalents	\$ 2,219	\$ 3,484	\$ 5,703
Investments		374,847	374,847
Accounts receivable	11,763		11,763
Due from other governments	1,146,455		1,146,455
Due from other funds	21,013		21,013
Prepaid expenses	28,730		28,730
Inventory	7,375		7,375
Total Assets	<u>1,217,555</u>	<u>378,331</u>	<u>1,595,886</u>
DEFERRED OUTFLOWS OF RESOURCES			
Total Deferred Outflows of Resources	<u>-</u>	<u>-</u>	<u>-</u>
Total Assets and Deferred Outflows of Resources	<u>\$ 1,217,555</u>	<u>\$ 378,331</u>	<u>\$ 1,595,886</u>
LIABILITIES			
Accounts payable	\$ 80,258		\$ 80,258
Accrued expenses	9,822		9,822
Retainage payable	1,835		1,835
Advances from grantors	147,259		147,259
Due to other funds	1,214,458	\$ 4,619	1,219,077
Total Liabilities	<u>1,453,632</u>	<u>4,619</u>	<u>1,458,251</u>
DEFERRED INFLOWS OF RESOURCES			
Total Deferred Inflows of Resources	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCES			
Nonspendable	36,105	154,203	190,308
Restricted	31,236	219,509	250,745
Committed	16,356		16,356
Unassigned (Deficit)	(319,774)		(319,774)
Total Fund Balances (Deficit)	<u>(236,077)</u>	<u>373,712</u>	<u>137,635</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	<u>\$ 1,217,555</u>	<u>\$ 378,331</u>	<u>\$ 1,595,886</u>

SCHEDULE A-1
CITY OF BERLIN, NEW HAMPSHIRE
Combining Balance Sheet
Governmental Funds - All Nonmajor Special Revenue Funds
June 30, 2017

	Federal Projects Fund	Food Service Fund	Airport Authority Fund	Health Department Fund	Grants Fund	CDBG Fund	Recreation and Parks Programs Fund	Combining Totals
ASSETS								
Cash and cash equivalents				\$ 2,219				\$ 2,219
Accounts receivable		\$ 10,832	\$ 931					11,763
Due from other governments	\$ 623,723	19,793	15,678		\$ 487,261			1,146,455
Due from other funds						\$ 4,245	\$ 16,768	21,013
Prepaid expenses			28,730					28,730
Inventory		7,375						7,375
Total Assets	<u>623,723</u>	<u>38,000</u>	<u>45,339</u>	<u>2,219</u>	<u>487,261</u>	<u>4,245</u>	<u>16,768</u>	<u>1,217,555</u>
DEFERRED OUTFLOWS OF RESOURCES								
Total Deferred Outflows of Resources	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Assets and Deferred Outflows of Resources	<u>\$ 623,723</u>	<u>\$ 38,000</u>	<u>\$ 45,339</u>	<u>\$ 2,219</u>	<u>\$ 487,261</u>	<u>\$ 4,245</u>	<u>\$ 16,768</u>	<u>\$ 1,217,555</u>
LIABILITIES								
Accounts payable	\$ 56,395	\$ 134	\$ 23,317				\$ 412	\$ 80,258
Accrued expenses	776	232	909		\$ 7,905			9,822
Retainage payable			1,835					1,835
Advances from grantors	23,216				124,043			147,259
Due to other funds	541,626	16,338	310,322		346,172			1,214,458
Total Liabilities	<u>622,013</u>	<u>16,704</u>	<u>336,383</u>	<u>\$ -</u>	<u>478,120</u>	<u>\$ -</u>	<u>412</u>	<u>1,453,632</u>
DEFERRED INFLOWS OF RESOURCES								
Total Deferred Inflows of Resources	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCES								
Nonspendable		7,375	28,730					36,105
Restricted	1,710	13,921		2,219	9,141	4,245		31,236
Committed							16,356	16,356
Unassigned (Deficit)			(319,774)					(319,774)
Total Fund Balances (Deficit)	<u>1,710</u>	<u>21,296</u>	<u>(291,044)</u>	<u>2,219</u>	<u>9,141</u>	<u>4,245</u>	<u>16,356</u>	<u>(236,077)</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	<u>\$ 623,723</u>	<u>\$ 38,000</u>	<u>\$ 45,339</u>	<u>\$ 2,219</u>	<u>\$ 487,261</u>	<u>\$ 4,245</u>	<u>\$ 16,768</u>	<u>\$ 1,217,555</u>

SCHEDULE B
CITY OF BERLIN, NEW HAMPSHIRE
Combining Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds - All Nonmajor Funds
For the Year Ended June 30, 2017

	Special Revenue <u>Funds</u>	Permanent <u>Funds</u>	Hutchins Street Capital Projects <u>Fund</u>	Total Nonmajor Governmental <u>Funds</u>
Revenues:				
Intergovernmental	\$ 3,025,811		\$ 325,085	\$ 3,350,896
Charges for services	364,025			364,025
Interest income		\$ 4,906		4,906
Miscellaneous	81,122	3,150		84,272
Total Revenues	<u>3,470,958</u>	<u>8,056</u>	<u>325,085</u>	<u>3,804,099</u>
Expenditures:				
Current operations:				
General government	2,209			2,209
Public safety	449,654			449,654
Airport/Aviation center	166,253			166,253
Health and welfare	323			323
Culture and recreation	41,030			41,030
Economic development	24,711			24,711
Education	2,166,899			2,166,899
Food service	629,705			629,705
Capital outlay	46,913		494,087	541,000
Total Expenditures	<u>3,527,697</u>	<u>-</u>	<u>494,087</u>	<u>4,021,784</u>
Excess of revenues over (under) expenditures	<u>(56,739)</u>	<u>8,056</u>	<u>(169,002)</u>	<u>(217,685)</u>
Other Financing Sources (Uses):				
Transfers in	14,369			14,369
Transfers out		(4,619)		(4,619)
Total Other Financing Sources (Uses)	<u>14,369</u>	<u>(4,619)</u>	<u>-</u>	<u>9,750</u>
Net change in fund balances	(42,370)	3,437	(169,002)	(207,935)
Fund balances (deficit) at beginning of year	<u>(193,707)</u>	<u>370,275</u>	<u>169,002</u>	<u>345,570</u>
Fund balances (deficit) at end of year	<u>\$ (236,077)</u>	<u>\$ 373,712</u>	<u>\$ -</u>	<u>\$ 137,635</u>

SCHEDULE B-1

CITY OF BERLIN, NEW HAMPSHIRE

Combining Statement of Revenues, Expenditures and Changes in Fund Balances

Governmental Funds - All Nonmajor Special Revenue Funds

For the Year Ended June 30, 2017

	Federal Projects Fund	Food Service Fund	Airport Authority Fund	Health Department Fund	Grants Fund	CDBG Fund	Recreation and Parks Programs Fund	Combining Totals
Revenues:								
Intergovernmental	\$ 2,096,938	\$ 433,703	\$ 46,912		\$ 438,528	\$ 9,730		\$ 3,025,811
Charges for services		206,225	87,684		30,500		\$ 39,616	364,025
Miscellaneous	69,961		7,470	\$ 574	3,117			81,122
Total Revenues	<u>2,166,899</u>	<u>639,928</u>	<u>142,066</u>	<u>574</u>	<u>472,145</u>	<u>9,730</u>	<u>39,616</u>	<u>3,470,958</u>
Expenditures:								
Current operations:								
General government					2,209			2,209
Public safety					449,654			449,654
Airport/Aviation center			166,253					166,253
Health and welfare				144	179			323
Culture and recreation					2,939		38,091	41,030
Economic development					16,098	8,613		24,711
Education	2,166,899							2,166,899
Food service		629,705						629,705
Capital outlay			46,913					46,913
Total Expenditures	<u>2,166,899</u>	<u>629,705</u>	<u>213,166</u>	<u>144</u>	<u>471,079</u>	<u>8,613</u>	<u>38,091</u>	<u>3,527,697</u>
Excess of revenues over (under) expenditures	<u>-</u>	<u>10,223</u>	<u>(71,100)</u>	<u>430</u>	<u>1,066</u>	<u>1,117</u>	<u>1,525</u>	<u>(56,739)</u>
Other Financing Sources:								
Transfers in			14,369					14,369
Total Other Financing Sources	<u>-</u>	<u>-</u>	<u>14,369</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>14,369</u>
Net change in fund balances	-	10,223	(56,731)	430	1,066	1,117	1,525	(42,370)
Fund balances (deficit) at beginning of year	<u>1,710</u>	<u>11,073</u>	<u>(234,313)</u>	<u>1,789</u>	<u>8,075</u>	<u>3,128</u>	<u>14,831</u>	<u>(193,707)</u>
Fund balances (deficit) at end of year	<u>\$ 1,710</u>	<u>\$ 21,296</u>	<u>\$ (291,044)</u>	<u>\$ 2,219</u>	<u>\$ 9,141</u>	<u>\$ 4,245</u>	<u>\$ 16,356</u>	<u>\$ (236,077)</u>

SCHEDULE C
CITY OF BERLIN, NEW HAMPSHIRE
Combining Statement of Net Position
All Nonmajor Proprietary Funds
June 30, 2017

	Industrial Development and Park Authority Fund	Cates Hill Landfill Fund	Combining Totals
ASSETS			
Current Assets:			
Due from other governments		\$ 65,909	\$ 65,909
Due from other funds	\$ 720,477	305,233	1,025,710
Total Current Assets	<u>720,477</u>	<u>371,142</u>	<u>1,091,619</u>
Noncurrent Assets:			
Capital assets:			
Non-depreciable capital assets	96,203		96,203
Total Noncurrent Assets	<u>96,203</u>	<u>-</u>	<u>96,203</u>
Total Assets	<u>816,680</u>	<u>371,142</u>	<u>1,187,822</u>
DEFERRED OUTFLOWS OF RESOURCES			
Total Deferred Outflows of Resources	<u>-</u>	<u>-</u>	<u>-</u>
LIABILITIES			
Current Liabilities:			
Accounts payable	2,250		2,250
Refundable deposits	20,000		20,000
Current portion of estimated liability for landfill postclosure care costs		11,400	11,400
Total Current Liabilities	<u>22,250</u>	<u>11,400</u>	<u>33,650</u>
Noncurrent Liabilities:			
Estimated liability for landfill postclosure care costs		193,800	193,800
Total Noncurrent Liabilities	<u>-</u>	<u>193,800</u>	<u>193,800</u>
Total Liabilities	<u>22,250</u>	<u>205,200</u>	<u>227,450</u>
DEFERRED INFLOWS OF RESOURCES			
Total Deferred Inflows of Resources	<u>-</u>	<u>-</u>	<u>-</u>
NET POSITION			
Net investment in capital assets	96,203		96,203
Unrestricted	698,227	165,942	864,169
Total Net Position	<u>\$ 794,430</u>	<u>\$ 165,942</u>	<u>\$ 960,372</u>

SCHEDULE D
CITY OF BERLIN, NEW HAMPSHIRE
Combining Statement of Revenues, Expenses and Changes in Net Position
All Nonmajor Proprietary Funds
For the Year Ended June 30, 2017

	Industrial Development and Park Authority Fund	Cates Hill Landfill Fund	Combining Totals
Operating revenues:			
Miscellaneous		\$ 4,480	\$ 4,480
Total Operating Revenues	\$ -	4,480	4,480
Operating expenses:			
Contractual services	510		510
Repairs and maintenance	19,850		19,850
Administrative	7,529		7,529
Materials and supplies	51		51
Utilities	96		96
Total Operating Expenses	28,036	-	28,036
Operating income (loss)	(28,036)	4,480	(23,556)
Non-operating revenues:			
Interest income	73		73
Non-operating revenues	73	-	73
Change in net position	(27,963)	4,480	(23,483)
Net Position at beginning of year	822,393	161,462	983,855
Net Position at end of year	\$ 794,430	\$ 165,942	\$ 960,372

SCHEDULE E
CITY OF BERLIN, NEW HAMPSHIRE
Combining Statement of Cash Flows
All Nonmajor Proprietary Funds
For the Year Ended June 30, 2017

	Industrial Development and Park Authority Fund	Cates Hill Landfill Fund	Combining Totals
Cash flows from operating activities:			
Cash paid to suppliers	\$ (25,891)	\$ (4,427)	\$ (30,318)
Other operating cash receipts	<u>20,000</u>	<u>2,174</u>	<u>22,174</u>
Net cash used by operating activities	<u>(5,891)</u>	<u>(2,253)</u>	<u>(8,144)</u>
Cash flows from investing activities:			
Interest on investments	<u>73</u>		<u>73</u>
Net cash provided by investing activities	<u>73</u>	<u>-</u>	<u>73</u>
Net decrease in cash and cash equivalents	(5,818)	(2,253)	(8,071)
Cash and cash equivalents at beginning of year	<u>726,295</u>	<u>307,486</u>	<u>1,033,781</u>
Cash and cash equivalents at end of year	<u>\$ 720,477</u>	<u>\$ 305,233</u>	<u>\$ 1,025,710</u>
Reconciliation of operating income (loss) to net cash used by operating activities:			
Operating income (loss)	\$ (28,036)	\$ 4,480	\$ (23,556)
Changes in assets and liabilities:			
Due from other governments		4,667	4,667
Accounts payable	2,145		2,145
Refundable deposits	20,000		20,000
Estimated liability for landfill postclosure care costs		(11,400)	(11,400)
Net cash used by operating activities	<u>\$ (5,891)</u>	<u>\$ (2,253)</u>	<u>\$ (8,144)</u>