

TOWN OF CABOT, VERMONT

AUDIT REPORT

JUNE 30, 2019

TOWN OF CABOT, VERMONT
 AUDIT REPORT
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Independent Auditor's Report

Selectboard
Town of Cabot, Vermont
P.O. Box 36
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Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Town of Cabot, Vermont as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Town of Cabot, Vermont'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 the modified cash basis of accounting as described in Note I; this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Town'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 Town's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Basis for Qualified Opinions

The modified cash basis of accounting requires the Town to record its investments at historical cost. Currently, the Town's investments in the governmental activities, the business-type activities, the Cabot Community Investment Fund, the Wastewater Fund and the aggregate remaining fund information are recorded at current market value. The difference between the historical cost and current market value is not reasonably determinable.

Qualified Opinions

In our opinion, except for the effects of the matter described in the "Basis for Qualified Opinions" paragraph, the financial statements referred to previously present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the Cabot Community Investment Fund, the Wastewater Fund and the aggregate remaining fund information of the Town of Cabot, Vermont, as of June 30, 2019, and the respective changes in financial position thereof for the year then ended in conformity with the modified cash basis of accounting, as described in Note I.D.

Unmodified Opinions

In our opinion, the financial statements referred to previously present fairly, in all material respects, the respective financial position of the General Fund and the Water Fund of the Town of Cabot, Vermont as of June 30, 2019, and the respective changes in financial position thereof for the year then ended in conformity with the modified cash basis of accounting, as described in Note I.D.

Other Matters

Basis of Accounting

We draw attention to Note I.D. to the financial statements, which describes the basis of accounting. The financial statements are prepared primarily on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to that matter.

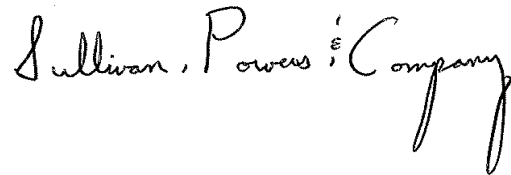
Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Cabot, Vermont's basic financial statements. The budgetary comparison information on Schedule 1 is presented for purposes of additional analysis and is not a required part of the basic financial statements. This schedule has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we express no opinion or provide any assurance on it.

Other Reporting Required by "Government Auditing Standards"

In accordance with "Government Auditing Standards", we have also issued our report dated December 30, 2019 on our consideration of the Town of Cabot, Vermont's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with "Government Auditing Standards" in considering the Town of Cabot, Vermont's internal control over financial reporting and compliance.

December 30, 2019
Montpelier, Vermont
VT Lic. #92-000180

A handwritten signature in black ink that reads "Sullivan, Powers & Company". The signature is written in a cursive style with a large, stylized 'S' at the beginning and a long, sweeping tail at the end.

TOWN OF CABOT, VERMONT
STATEMENT OF NET POSITION - MODIFIED CASH BASIS
JUNE 30, 2019

| | Governmental Activities | Business-type Activities | Total |
|--------------------------------------|----------------------------|-----------------------------|---------------------|
| <u>ASSETS</u> | | | |
| Cash and Cash Equivalents | \$ 316,060 | \$ 104,815 | \$ 420,875 |
| Investments | 1,302,454 | 390,843 | 1,693,297 |
| Internal Balances | 480,500 | (480,500) | 0 |
| Total Assets | <u>2,099,014</u> | <u>15,158</u> | <u>2,114,172</u> |
| <u>LIABILITIES</u> | | | |
| Line of Credit Payable | 294,780 | 0 | 294,780 |
| Due to Others | 300 | 0 | 300 |
| Total Liabilities | <u>295,080</u> | <u>0</u> | <u>295,080</u> |
| <u>DEFERRED INFLOWS OF RESOURCES</u> | | | |
| Prepaid Property Taxes | 4,723 | 0 | 4,723 |
| Total Deferred Inflows of Resources | <u>4,723</u> | <u>0</u> | <u>4,723</u> |
| <u>NET POSITION</u> | | | |
| Restricted: | | | |
| Non-Expendable: | | | |
| Cemetery | 11,200 | 0 | 11,200 |
| Expendable: | | | |
| Community Development | 1,841,166 | 0 | 1,841,166 |
| Cemetery | 125,611 | 0 | 125,611 |
| Other Purposes | 13,386 | 0 | 13,386 |
| Unrestricted/(Deficit) | (192,152) | 15,158 | (176,994) |
| Total Net Position | <u>\$ 1,799,211</u> | <u>\$ 15,158</u> | <u>\$ 1,814,369</u> |

The accompanying notes are an integral part of this financial statement.

TOWN OF CABOT, VERMONT
STATEMENT OF ACTIVITIES - MODIFIED CASH BASIS
FOR THE YEAR ENDED JUNE 30, 2019

| | Program Cash Receipts | | | | Net (Disbursements) Receipts and Changes in Net Position | | |
|--|-----------------------|-------------------------|--|--|---|-----------------------------|---------------------|
| | Cash Disbursements | Charges for Services | Operating Grants and Contributions | Capital Grants/Loans and Contributions | Governmental Activities | Business-type Activities | Total |
| Functions/Programs: | | | | | | | |
| Primary Government: | | | | | | | |
| Governmental Activities: | | | | | | | |
| General Government | \$ 455,763 | \$ 32,551 | \$ 14,520 | \$ 0 | \$ (408,692) | \$ 0 | \$ (408,692) |
| Public Safety | 74,094 | 2,012 | 0 | 0 | (72,082) | 0 | (72,082) |
| Highways and Streets | 866,915 | 869 | 132,480 | 249,001 | (484,565) | 0 | (484,565) |
| Culture and Recreation | 105,707 | 2,714 | 3,767 | 0 | (99,226) | 0 | (99,226) |
| Community Development | 153,764 | 5,472 | 0 | 0 | (148,292) | 0 | (148,292) |
| Cemetery | 38,498 | 7,635 | 0 | 0 | (30,863) | 0 | (30,863) |
| Debt Service | 308,543 | 0 | 0 | 0 | (308,543) | 0 | (308,543) |
| Total Governmental Activities | <u>2,003,284</u> | <u>51,253</u> | <u>150,767</u> | <u>249,001</u> | <u>(1,552,263)</u> | <u>0</u> | <u>(1,552,263)</u> |
| Business-type Activities: | | | | | | | |
| Water | 291,797 | 66,994 | 0 | 434,039 | 0 | 209,236 | 209,236 |
| Wastewater | 241,576 | 152,137 | 0 | 0 | 0 | (89,439) | (89,439) |
| Total Business-type Activities | <u>533,373</u> | <u>219,131</u> | <u>0</u> | <u>434,039</u> | <u>0</u> | <u>119,797</u> | <u>119,797</u> |
| Total Primary Government | <u>\$ 2,536,657</u> | <u>\$ 270,384</u> | <u>\$ 150,767</u> | <u>\$ 683,040</u> | <u>(1,552,263)</u> | <u>119,797</u> | <u>(1,432,466)</u> |
| General Receipts: | | | | | | | |
| Property Taxes | | | | | 1,071,561 | 0 | 1,071,561 |
| Penalties and Interest on Delinquent Taxes | | | | | 29,669 | 0 | 29,669 |
| General State Grants | | | | | 119,158 | 0 | 119,158 |
| Unrestricted Investment Earnings | | | | | 74,464 | 17,167 | 91,631 |
| Other Revenues | | | | | 573 | 0 | 573 |
| Total General Receipts | | | | | <u>1,295,425</u> | <u>17,167</u> | <u>1,312,592</u> |
| Change in Net Position | | | | | (256,838) | 136,964 | (119,874) |
| Net Position/(Deficit) - July 1, 2018, As Restated | | | | | <u>2,056,049</u> | <u>(121,806)</u> | <u>1,934,243</u> |
| Net Position - June 30, 2019 | | | | | <u>\$ 1,799,211</u> | <u>\$ 15,158</u> | <u>\$ 1,814,369</u> |

The accompanying notes are an integral part of this financial statement.

TOWN OF CABOT, VERMONT
STATEMENT OF MODIFIED CASH BASIS ASSETS, LIABILITIES AND FUND BALANCES
GOVERNMENTAL FUNDS
JUNE 30, 2019

| | General Fund | Cabot Community Investment Fund | Non-Major Governmental Fund Cemetery Fund | Total Governmental Funds |
|---|-------------------|---------------------------------------|---|--------------------------------|
| <u>ASSETS</u> | | | | |
| Cash and Cash Equivalents | \$ 172,156 | \$ 136,898 | \$ 7,006 | \$ 316,060 |
| Investments | 0 | 1,182,635 | 119,819 | 1,302,454 |
| Due from Other Funds | 0 | 0 | 9,986 | 9,986 |
| Advances to Other Funds | 0 | 521,633 | 0 | 521,633 |
| | <u>0</u> | <u>521,633</u> | <u>0</u> | <u>521,633</u> |
| Total Assets | \$ <u>172,156</u> | \$ <u>1,841,166</u> | \$ <u>136,811</u> | \$ <u>2,150,133</u> |
| <u>LIABILITIES</u> | | | | |
| Due to Other Funds | \$ 9,986 | \$ 0 | \$ 0 | \$ 9,986 |
| Advances from Other Funds | 41,133 | 0 | 0 | 41,133 |
| Line of Credit Payable | 294,780 | 0 | 0 | 294,780 |
| Due to Others | 300 | 0 | 0 | 300 |
| | <u>300</u> | <u>0</u> | <u>0</u> | <u>300</u> |
| Total Liabilities | <u>346,199</u> | <u>0</u> | <u>0</u> | <u>346,199</u> |
| <u>DEFERRED INFLOWS OF RESOURCES</u> | | | | |
| Prepaid Property Taxes | <u>4,723</u> | <u>0</u> | <u>0</u> | <u>4,723</u> |
| Total Deferred Inflows of Resources | <u>4,723</u> | <u>0</u> | <u>0</u> | <u>4,723</u> |
| <u>FUND BALANCES</u> | | | | |
| Nonspendable | 0 | 0 | 11,200 | 11,200 |
| Restricted | 13,386 | 1,841,166 | 125,611 | 1,980,163 |
| Unassigned/(Deficit) | <u>(192,152)</u> | <u>0</u> | <u>0</u> | <u>(192,152)</u> |
| Total Fund Balances/(Deficit) | <u>(178,766)</u> | <u>1,841,166</u> | <u>136,811</u> | <u>1,799,211</u> |
| Total Liabilities, Deferred Inflows of Resources and Fund Balances | \$ <u>172,156</u> | \$ <u>1,841,166</u> | \$ <u>136,811</u> | \$ <u>2,150,133</u> |

The accompanying notes are an integral part of this financial statement.

TOWN OF CABOT, VERMONT
STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS AND
CHANGES IN MODIFIED CASH BASIS FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2019

| | General Fund | Cabot Community Investment Fund | Non-Major Governmental Fund Cemetery Fund | Total Governmental Funds |
|---|---------------------|---------------------------------------|---|--------------------------------|
| Cash Receipts: | | | | |
| Property Taxes | \$ 1,071,561 | \$ 0 | \$ 0 | \$ 1,071,561 |
| Penalties and Interest on Delinquent Taxes | 29,669 | 0 | 0 | 29,669 |
| Intergovernmental | 373,897 | 0 | 0 | 373,897 |
| Charges for Services | 28,357 | 0 | 7,635 | 35,992 |
| Permits, Licenses and Fees | 21,200 | 0 | 0 | 21,200 |
| Loan Repayments | 0 | 5,472 | 0 | 5,472 |
| Investment Income | 1,122 | 64,012 | 9,330 | 74,464 |
| Donations | 3,274 | 0 | 0 | 3,274 |
| Other | 995 | 0 | 0 | 995 |
| Total Cash Receipts | 1,530,075 | 69,484 | 16,965 | 1,616,524 |
| Cash Disbursements: | | | | |
| General Government | 464,940 | 2,656 | 0 | 467,596 |
| Public Safety | 65,343 | 0 | 0 | 65,343 |
| Highways and Streets | 583,680 | 0 | 0 | 583,680 |
| Culture and Recreation | 91,769 | 0 | 0 | 91,769 |
| Community Development | 0 | 153,764 | 0 | 153,764 |
| Cemetery | 0 | 0 | 38,498 | 38,498 |
| Capital Outlay: | | | | |
| Public Safety | 8,751 | 0 | 0 | 8,751 |
| Highways and Streets | 283,235 | 0 | 0 | 283,235 |
| Culture and Recreation | 13,938 | 0 | 0 | 13,938 |
| Debt Service: | | | | |
| Principal | 238,423 | 22,269 | 0 | 260,692 |
| Interest | 45,330 | 2,521 | 0 | 47,851 |
| Total Cash Disbursements | 1,795,409 | 181,210 | 38,498 | 2,015,117 |
| Excess/(Deficiency) of Cash Receipts Over Cash Disbursements | (265,334) | (111,726) | (21,533) | (398,593) |
| Other Financing Sources/(Uses): | | | | |
| Proceeds from Long-term Debt | 141,755 | 0 | 0 | 141,755 |
| Transfers In | 0 | 0 | 20,000 | 20,000 |
| Transfers Out | (20,000) | 0 | 0 | (20,000) |
| Total Other Financing Sources/(Uses) | 121,755 | 0 | 20,000 | 141,755 |
| Net Change in Fund Balances | (143,579) | (111,726) | (1,533) | (256,838) |
| Fund Balances/(Deficit) - July 1, 2018 | (35,187) | 1,952,892 | 138,344 | 2,056,049 |
| Fund Balances/(Deficit) - June 30, 2019 | \$ (178,766) | \$ 1,841,166 | \$ 136,811 | \$ 1,799,211 |

The accompanying notes are an integral part of this financial statement.

TOWN OF CABOT, VERMONT
STATEMENT OF FUND NET POSITION - MODIFIED CASH BASIS
PROPRIETARY FUNDS
JUNE 30, 2019

| | <u>Water Fund</u> | <u>Wastewater Fund</u> | <u>Total</u> |
|---------------------------------------|-----------------------|----------------------------|-------------------|
| <u>ASSETS</u> | | | |
| Cash and Cash Equivalents | \$ 53,649 | \$ 51,166 | \$ 104,815 |
| Investments | 0 | 390,843 | 390,843 |
| Due from Other Funds | <u>1,164</u> | <u>0</u> | <u>1,164</u> |
| Total Assets | <u>\$ 54,813</u> | <u>\$ 442,009</u> | <u>\$ 496,822</u> |
| <u>LIABILITIES AND NET POSITION</u> | | | |
| Liabilities: | | | |
| Due to Other Funds | \$ 0 | \$ 1,164 | \$ 1,164 |
| Advances from Other Funds | <u>0</u> | <u>480,500</u> | <u>480,500</u> |
| Total Liabilities | <u>0</u> | <u>481,664</u> | <u>481,664</u> |
| Net Position: | | | |
| Unrestricted/(Deficit) | <u>54,813</u> | <u>(39,655)</u> | <u>15,158</u> |
| Total Net Position | <u>54,813</u> | <u>(39,655)</u> | <u>15,158</u> |
| Total Liabilities and Net Position | <u>\$ 54,813</u> | <u>\$ 442,009</u> | <u>\$ 496,822</u> |

The accompanying notes are an integral part of this financial statement.

TOWN OF CABOT, VERMONT
STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS AND
CHANGES IN MODIFIED CASH BASIS FUND NET POSITION
PROPRIETARY FUNDS
FOR THE YEAR ENDED JUNE 30, 2019

| | Water Fund | Wastewater Fund | Total |
|--|------------------|--------------------|------------------|
| Operating Receipts: | | | |
| Charges for Services | \$ 66,944 | \$ 149,172 | \$ 216,116 |
| Interest and Penalties | <u>50</u> | <u>1,130</u> | <u>1,180</u> |
| Total Operating Receipts | <u>66,994</u> | <u>150,302</u> | <u>217,296</u> |
| Operating Disbursements: | | | |
| Administrative Fees | 1,333 | 10,500 | 11,833 |
| Utilities | 3,960 | 29,871 | 33,831 |
| Supplies | 264 | 3,271 | 3,535 |
| Insurances | 200 | 1,538 | 1,738 |
| Telephone | 584 | 1,996 | 2,580 |
| Professional Services | 1,127 | 3,533 | 4,660 |
| Miscellaneous Expenses | 2,283 | 278 | 2,561 |
| Dues and Fees | 412 | 3,282 | 3,694 |
| Contract Services | 6,511 | 48,010 | 54,521 |
| Equipment | 142 | 0 | 142 |
| Repairs and Maintenance | 1,908 | 16,397 | 18,305 |
| Chemicals | 0 | 6,466 | 6,466 |
| Sludge Disposal | <u>0</u> | <u>31,888</u> | <u>31,888</u> |
| Total Operating Disbursements | <u>18,724</u> | <u>157,030</u> | <u>175,754</u> |
| Operating Income/(Loss) | <u>48,270</u> | <u>(6,728)</u> | <u>41,542</u> |
| Non-Operating Receipts/(Disbursements): | | | |
| Proceeds from Long-term Debt | 434,039 | 0 | 434,039 |
| Principal Payments on Long-term Debt | (34,134) | (23,384) | (57,518) |
| Miscellaneous Income | 0 | 1,835 | 1,835 |
| Capital Improvement Expenses | (238,101) | (49,377) | (287,478) |
| Investment Income | 10 | 17,157 | 17,167 |
| Interest Expense | <u>(838)</u> | <u>(11,785)</u> | <u>(12,623)</u> |
| Total Non-Operating Receipts/(Disbursements) | <u>160,976</u> | <u>(65,554)</u> | <u>95,422</u> |
| Change in Net Position | 209,246 | (72,282) | 136,964 |
| Net Position/(Deficit) - July 1, 2018 | <u>(154,433)</u> | <u>32,627</u> | <u>(121,806)</u> |
| Net Position/(Deficit) - June 30, 2019 | <u>\$ 54,813</u> | <u>\$ (39,655)</u> | <u>\$ 15,158</u> |

The accompanying notes are an integral part of this financial statement.

TOWN OF CABOT, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

The Town of Cabot, Vermont, (herein the "Town") operates under a Selectboard form of government and provides the following services as authorized by its charter: public safety, highways and streets, health and social services, culture and recreation, community/economic development, cemetery, public improvements, planning and zoning, water, wastewater and general administrative services.

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

As discussed further in Note I.D., these financial statements are presented primarily on the modified cash basis of accounting. This basis of accounting differs from accounting principles generally accepted in the United States of America (GAAP). Generally accepted accounting principles include all relevant Governmental Accounting Standards Board (GASB) pronouncements. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing accounting and financial reporting principles. The following is a summary of the more significant accounting policies employed in the preparation of these financial statements.

A. The Financial Reporting Entity

This report includes all of the activity of the Town of Cabot, Vermont. The financial reporting entity consists of the primary government; organizations for which the primary government is financially accountable; and other organizations for which the nature and significance of their relationship with the primary government are such that their exclusion would cause the reporting entity's financial statements to be misleading or incomplete. Component units are legally separate organizations for which the elected officials of the primary government are financially accountable. The primary government is financially accountable if it appoints a voting majority of the organization's governing body and it is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the primary government. The primary government is financially accountable if an organization is fiscally dependent on and there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the primary government regardless of whether the organization has a separately elected governing board; a governing board appointed by a higher level of government; or a jointly appointed board. Based on these criteria, there are no other entities that should be combined with the financial statements of the Town.

B. Basis of Presentation

The accounts of the Town are organized and operated on the basis of fund accounting. A fund is an independent fiscal and accounting entity with a separate set of self-balancing accounts which comprise its assets, deferred outflows of resources, liabilities, deferred inflows of resources, fund equity, receipts, and disbursements. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are spent and the means by which spending activities are controlled.

The basic financial statements of the Town include both government-wide statements and fund financial statements. The focus of the government-wide statements is on reporting the operating results and financial position of the Town as a whole. The focus of the fund financial statements is on reporting on the operating results and financial position of the most significant funds of the Town.

TOWN OF CABOT, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

Government-wide Statements: The statement of net position and the statement of activities display information about the primary government, the Town. These statements include the financial activities of the overall government. Eliminations have been made to minimize the double counting of activities between funds. Governmental activities generally are financed through property taxes, intergovernmental receipts, and other nonexchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties.

The statement of activities presents a comparison between direct disbursements and program receipts for each function of the Town's governmental activities and for each segment of the Town's business-type activities. Direct disbursements are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular program or function. Program revenues include (a) charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Receipts that are not classified as program receipts, including all property taxes, are presented as general receipts.

Under the terms of grant agreements, the Town funds certain programs by a combination of specific cost-reimbursement grants and general revenues. Thus, when program expenses are incurred, there are both restricted and unrestricted net position available to finance the program. It is the Town's policy to first apply cost-reimbursement grant resources to such programs, followed by general revenues.

Fund Financial Statements: The fund financial statements provide information about the Town's funds. Separate statements for each fund category – governmental and proprietary – are presented. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column. All remaining funds are aggregated and reported as nonmajor funds.

The Town reports on the following major governmental funds:

General Fund – This is the Town's main operating fund. It accounts for all financial resources of the Town except those accounted for in another fund.

Cabot Community Investment Fund – This fund provides financial resources to local individuals and groups for activities and projects that serve to strengthen the economic, cultural, educational, environmental and social well-being of the Cabot community.

The Town reports on the following major enterprise funds:

Water Fund – This fund accounts for the operations of the Water Department.

Wastewater Fund – This fund accounts for the operations of the Wastewater Department.

Proprietary fund operating receipts, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating receipts, such as subsidies and investment earnings, result from nonexchange transactions or ancillary activities.

TOWN OF CABOT, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

C. Measurement Focus

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Government-wide and proprietary fund financial statements are reported using the economic resources measurement focus within the limitations of the modified cash basis of accounting. Equity (i.e., modified cash basis net position) is segregated into restricted and unrestricted net position. Operating statements present increases (i.e., receipts) and decreases (i.e., disbursements) in modified cash basis net position.

Governmental fund financial statements are reported using the current financial resources measurement focus within the limitations of the modified cash basis of accounting. Their reported fund balances (modified cash basis fund balances) are considered a measure of available spendable resources and are segregated into nonspendable; restricted; committed; assigned and unassigned amounts. Operating statements of these funds present increases (i.e., receipts and other financing sources) and decreases (i.e., disbursements and other financing uses) in modified cash basis fund balances.

D. Basis of Accounting

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

The Town's policy is to prepare its financial statements generally on the basis of cash receipts and disbursements; consequently, certain revenue and related assets are recognized when received rather than when earned and certain expenditures and related liabilities are recognized when paid rather than when the obligation is incurred. The exceptions to this are that the Town records investments at market value as assets, lines of credit payable and amounts due to others for refundable deposits as liabilities and prepaid property taxes as deferred inflows of resources. The recording of investments at market value is not in accordance with the modified cash basis of accounting which requires investments to be carried at cost.

General capital asset acquisitions are reported as expenditures. Proceeds of general long-term debt, acquisitions under capital leases and insurance proceeds are reported as other financing sources.

E. Assets, Liabilities, Deferred Outflows/Inflows of Resources and Equity

1. Cash

Cash balances of most Town funds are deposited with and invested by the Town Treasurer. The Town considers all short-term investments of ninety (90) days or less to be cash equivalents.

2. Investments

The Town invests in investments as allowed by State Statute. The Town's investments are reported at current market value.

TOWN OF CABOT, VERMONT
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3. Fund Equity

Fund equity is classified based upon any restrictions that have been placed on those balances or any tentative plans management may have made for those balances. Restrictions of net position in government-wide financial statements represent amounts that cannot be appropriated or are legally restricted for a specific purpose by a grant, contract, or other binding agreement. Fund balances in governmental fund financial statements are classified as nonspendable (not in spendable form or legally required to remain intact); restricted (constraints on the use of resources are either externally imposed by creditors, grantors, or donors, or imposed by law through enabling legislation); committed (constraints on the use of resources are imposed by formal action of the voters); assigned (reflecting the Selectboard's intended use of the resources); and unassigned.

4. Interfund Receivables/Payables

Activity between funds that are representative of lending/borrowing arrangements that are outstanding at the end of the fiscal year are referred to as "advances to/from other funds". All other outstanding balances between funds are reported as "due from/to other funds".

5. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statements element, "deferred outflows of resources" represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditures) until then. The Town did not have any items that qualified for reporting in this category.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, "deferred inflows of resources" represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. These amounts are deferred and recognized as an inflow of resources in the future periods to which the inflows are related.

II. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. Budgetary Information

Budgets are approved at the annual Town Meeting in March. Any budget changes require voter approval. There were no budget changes during the year.

B. Excess of Expenditures Over Appropriations

For the year ended June 30, 2019, expenditures in the General Fund exceeded appropriations by \$301,609. These over-expenditures were partially funded by excess revenues, however, resulted in a deficit.

TOWN OF CABOT, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

C. Change in Accounting Principles

In previous years, the Town prepared its financial statements using generally accepted accounting principles. This year, however, the Town prepared its financial statements using the modified cash basis of accounting. Management believes the modified cash basis provides the information needed by the primary users of the financial statements.

III. DETAILED NOTES ON ALL FUNDS

A. Cash, Cash Equivalents and Investments

Cash, cash equivalents and investments as of June 30, 2019 consist of the following:

| | |
|--|--------------------|
| Cash and Cash Equivalents: | |
| Deposits with Financial Institutions | \$ 250,838 |
| Deposits Held by Investment Company | 169,937 |
| Cash on Hand | <u>100</u> |
| Total Cash and Cash Equivalents | <u>420,875</u> |
| Investments: | |
| Common Stock | 915,621 |
| Exchange-Traded Funds | 99,424 |
| Corporate Bonds | <u>678,252</u> |
| Total Investments | <u>1,693,297</u> |
| Total Cash, Cash Equivalents and Investments | <u>\$2,114,172</u> |

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover its collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of failure of the counter-party (e.g. broker-dealer) to a transaction, a government will not be able to recover the value of its investments or collateral securities that are in possession of another party. The Town does not have any policy to limit the exposure to custodial credit risk. The common stock, exchange-traded funds and corporate bonds are in the name of the Town and are not exposed to custodial credit risk. The following table shows the custodial credit risk of the Town's cash.

| | <u>Book Balance</u> | <u>Bank Balance</u> |
|-------------------|-------------------------|-------------------------|
| FDIC/SIPC Insured | <u>\$420,775</u> | <u>\$464,218</u> |

The difference between the book and the bank balance is due to reconciling items such as deposits in transit and outstanding checks.

TOWN OF CABOT, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
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The book balance is comprised of the following:

| | |
|---|------------------|
| Cash – Deposits with Financial Institutions | \$250,838 |
| Cash – Deposits Held by Investment Company | <u>169,937</u> |
| Total | <u>\$420,775</u> |

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Town does not have any policy to limit the exposure to interest rate risk. The Town’s common stock and exchange-traded funds are not subject to interest rate disclosure.

Information about the sensitivity of the fair values of the Town’s investments to market interest rate fluctuations is provided by the following table that shows the distribution of the Town’s investments by maturity. The corporate bonds are shown at their actual maturity.

| Investment Type | Remaining Maturity | | Total |
|-----------------|---------------------|-------------------|-------------------|
| | Less Than 1 Year | 1 to 5 Years | |
| Corporate Bonds | <u>\$ 54,005</u> | <u>\$ 624,247</u> | <u>\$ 678,252</u> |

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 Town does not have any policy to limit the exposure to credit risk. The Town’s common stock and exchange-traded funds are not subject to credit risk disclosure. The credit ratings for the corporate bonds are as follows:

| Investment Type | Standard and Poor's Rating as of June 30, 2019 | | | | | | Total |
|-----------------|--|-------------------|-------------------|-------------------|------------------|------------------|-------------------|
| | A+ | A- | BBB+ | BBB | BB+ | BB | |
| Corporate Bonds | <u>\$ 92,058</u> | <u>\$ 217,314</u> | <u>\$ 131,104</u> | <u>\$ 197,544</u> | <u>\$ 10,157</u> | <u>\$ 30,075</u> | <u>\$ 678,252</u> |

Concentration of Credit Risk

Concentration of credit risk is the risk that a large percentage of the Town’s investments are held within one security. The Town does not have any limitations on the amount that can be invested in any one issuer. The Town’s common stock and exchange-traded funds are exempt from concentration of credit risk analysis. The percentage of corporate bonds invested in each issuer is as follows:

TOWN OF CABOT, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
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Corporate Bonds

| | | |
|-----------------------------------|-------------------|---------------|
| FedEx Corporation | \$ 130,902 | 19.3% |
| Halliburton Co. | 117,272 | 17.3% |
| American International Group Inc. | 101,093 | 14.9% |
| Comcast Corporation | 65,957 | 9.7% |
| Citigroup Inc. | 51,593 | 7.6% |
| Cummins Inc. | 31,610 | 4.7% |
| TJX Companies Inc. | 30,326 | 4.5% |
| United Health Group Inc. | 30,122 | 4.5% |
| NCR Corporation | 30,075 | 4.4% |
| Goldman Sachs Group Inc. | 30,011 | 4.4% |
| American Express Corporation | 23,994 | 3.5% |
| CVS Health Corporation | 15,049 | 2.2% |
| Symantec Corporation | 10,157 | 1.5% |
| Wells Fargo & Co. | <u>10,091</u> | <u>1.5%</u> |
| Total | <u>\$ 678,252</u> | <u>100.0%</u> |

Fair Value

The Town categorizes its fair value measurements within the fair value hierarchy established by Governmental Accounting Standards Board (GASB) Statement No. 72, "Fair Value Measurement and Application." The hierarchy is based on the valuation inputs used to measure fair value of the asset and gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurements) and the lowest priority to unobservable inputs (level 3 measurements).

Level 1 – Unadjusted quoted prices for identical instruments in active markets.

Level 2 – Quoted prices for similar instruments in active markets; quoted prices for identical or similar instruments in markets that are not active; and model-derived valuations in which all significant inputs are observable.

Level 3 – Valuations derived from valuation techniques in which significant inputs are unobservable.

The Town has the following fair value measurements as of June 30, 2019:

| Description | Total | Fair Value Measurements Using: | | |
|-----------------------|---------------------|--|--|--|
| | | Quoted prices in active markets for identical assets (Level 1) | Significant observable inputs (Level 2) | Significant unobservable inputs (Level 3) |
| Common Stock | \$ 915,621 | \$ 915,621 | \$ 0 | \$ 0 |
| Exchange-Traded Funds | 99,424 | 99,424 | 0 | 0 |
| Corporate Bonds | <u>678,252</u> | <u>678,252</u> | <u>0</u> | <u>0</u> |
| Total | <u>\$ 1,693,297</u> | <u>\$ 1,693,297</u> | <u>\$ 0</u> | <u>\$ 0</u> |

TOWN OF CABOT, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

B. Interfund Balances and Activity

The composition of interfund balances as of June 30, 2019 are as follows:

| <u>Fund</u> | <u>Due from Other Funds</u> | <u>Due to Other Funds</u> |
|--|---------------------------------|-------------------------------|
| General Fund | \$ 0 | \$ 9,986 |
| Non-Major Governmental Fund – Cemetery Fund | 9,986 | 0 |
| Water Fund | 1,164 | 0 |
| Wastewater Fund | <u>0</u> | <u>1,164</u> |
| Totals | <u>\$11,150</u> | <u>\$11,150</u> |

The composition of advances to/from other funds as of June 30, 2019 are as follows

| <u>Fund</u> | <u>Advances to Other Funds</u> | <u>Advances from Other Funds</u> |
|---------------------------------|------------------------------------|--------------------------------------|
| General Fund | \$ 0 | \$ 41,133 |
| Cabot Community Investment Fund | 521,633 | |
| Wastewater Fund | <u>0</u> | <u>480,500</u> |
| Totals | <u>\$521,633</u> | <u>\$521,633</u> |

The advances to/from other funds will be repaid as follows:

| | |
|---|------------------|
| Advance to the General Fund from the Cabot Community Investment Fund for Willey Building Improvements, Interest at 0%, The Town Makes Annual Principal Payments of \$8,300 and Anticipates Payoff in 2023 | \$ 41,133 |
| Advance to the Wastewater Fund from the Cabot Community Investment Fund for Investment (\$405,500) and Water System Improvements (\$75,000), Interest at 0%, Repayment Deferred Until November, 2031 at Which Time all Principal is Due | <u>480,500</u> |
| Total Advances to/from Other Funds | <u>\$521,633</u> |

Interfund transfers during the period ended June 30, 2019 were as follows:

| <u>Transfer From</u> | <u>Transfer To</u> | <u>Amount</u> | <u>Purpose</u> |
|----------------------|--------------------|-----------------|----------------|
| General Fund | Cemetery Fund | <u>\$20,000</u> | Appropriation |
| Total | | <u>\$20,000</u> | |

TOWN OF CABOT, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

C. Fund Balances

GASB Statement No. 34, as amended by GASB Statement No. 54, requires fund balances reported on the governmental fund balance sheet to be classified using a hierarchy based primarily on the extent to which a government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

Governmental fund balances are to be classified as: nonspendable (not in spendable form or legally required to remain intact); restricted (constraints on the use of resources are either externally imposed by creditors, grantors or donors, or imposed by law through enabling legislation); committed (constraints on the use of resources are imposed by formal action of the voters); assigned (reflecting the Selectboard's intended use of the resources); and unassigned.

Special revenue funds are created only to report a revenue source (or sources) that is restricted or committed to a specified purpose, and that the revenue source should constitute a substantial portion of the resources reported in that fund. Special revenue funds cannot be used to accumulate funds that are not restricted or committed. These amounts will have to be reflected in the General Fund.

Amounts constrained to stabilization (rainy-day funds) will be reported as restricted or committed fund balance in the General Fund if they meet the other criteria for those classifications. However, stabilization is regarded as a specified purpose only if the circumstances or conditions that signal the need for stabilization (a) are identified in sufficient detail and (b) are not expected to occur routinely. The Town does not have any stabilization arrangements.

Some governments create stabilization-like arrangements by establishing formal minimum fund balance policies. The Town does not have any minimum fund balance policies.

When expenditures are incurred for purposes for which both restricted and unrestricted amounts are available, it is the Town's policy to first consider restricted amounts to have been spent, followed by committed, assigned, and finally unassigned amounts.

The purpose for each major special revenue fund, including which specific revenues and other resources are authorized to be reported in each, are described in the following section.

The fund balances in the following fund is nonspendable as follows:

Non-Major Funds

Permanent Fund:

| | |
|--------------------------------------|------------------|
| Nonspendable Cemetery Fund Principal | \$ <u>11,200</u> |
| Total Nonspendable Fund Balances | \$ <u>11,200</u> |

TOWN OF CABOT, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
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The fund balances in the following funds are restricted as follows:

Major Funds

General Fund:

| | |
|--|-----------|
| Restricted for Records Restoration Expenses by Statute (Source of Revenue is Restoration Fees) | \$ 13,386 |
|--|-----------|

Cabot Community Investment Fund:

| | |
|--|-----------|
| Restricted for Community Development by Grant Agreement (Source of Revenue is Grant Revenue) | 1,841,166 |
|--|-----------|

Non-Major Fund

Permanent Fund:

| | |
|--|----------------|
| Restricted for Cemetery Expenses by Sale of Lots | <u>125,611</u> |
|--|----------------|

| | |
|--------------------------------|--------------------|
| Total Restricted Fund Balances | <u>\$1,980,163</u> |
|--------------------------------|--------------------|

The unassigned deficit in the General Fund of \$192,152 will be funded with future tax revenues.

D. Net Position

The restricted net position in the Governmental Activities includes the nonspendable fund balances of \$11,200 and the restricted fund balances of \$1,980,163 for a total of \$1,991,363.

The unrestricted deficit in the Wastewater Fund of \$39,655 will be funded in future years with additional revenues.

IV. OTHER INFORMATION

A. Pension Plan

Defined Benefit Plan

Plan Description

The Vermont Municipal Employees' Retirement System (VMERS) is a cost-sharing, multiple-employer defined benefit pension plan that is administered by the State Treasurer and its Board of Trustees. It is designed for municipal and school district employees that work on a regular basis and also includes employees of museums and libraries if at least half of that institution's operating expenses are met by municipal funds. An employee of any employer that becomes affiliated with the system may join at that time or at any time thereafter. Any employee hired subsequent to the effective participation date of their employer who meets the minimum hourly requirements is required to join the system. During the year ended June 30, 2019, the retirement system consisted of 402 participating employers.

TOWN OF CABOT, VERMONT
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The plan was established effective July 1, 1975, and is governed by Title 24, V.S.A. Chapter 125.

The general administration and responsibility for formulating administrative policy and procedures of the retirement system for its members and their beneficiaries is vested in the Board of Trustees consisting of five members. They are the State Treasurer, two employee representatives elected by the membership of the system, and two employer representatives-one elected by the governing bodies of participating employers of the system, and one selected by the Governor from a list of four nominees. The list of four nominees is jointly submitted by the Vermont League of Cities and Towns and the Vermont School Boards Association.

All assets are held in a single trust and are available to pay retirement benefits to all members. Benefits available to each group are based on average final compensation (AFC) and years of creditable service.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources

As of June 30, 2018, the measurement date selected by the State of Vermont, VMERS was funded at 82.60% and had a plan fiduciary net position of \$667,848,905 and a total pension liability of \$808,524,797 resulting in a net position liability of \$140,675,892. As of June 30, 2019, the Town's proportionate share of this was 0.0762% resulting in a net pension liability of \$107,255. The net pension liability was measured as of June 30, 2018, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating municipalities, actuarially determined. The Town's proportion of 0.0762% was a decrease of 0.0019 from its proportion measured as of the prior year.

Summary of System Provisions

Membership – Full time employees of participating municipalities. The Town elected coverage under Group A.

Creditable Service – Service as a member plus purchased service.

Average Final Compensation (AFC) – Group A – Average annual compensation during highest five (5) consecutive years.

Service Retirement Allowance:

Eligibility – Group A – The earlier of age 65 with five (5) years of service or age 55 with thirty-five (35) years of service.

Amount – Group A – 1.4% of AFC times service.

Maximum benefit is 60% of AFC for Group A. The previous amounts include the portion of the allowance provided by member contributions.

TOWN OF CABOT, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
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Early Retirement Allowance:

Eligibility – Age 55 with five (5) years of service for Group A.

Amount – Normal allowance based on service and AFC at early retirement, reduced by 6% for each year commencement precedes normal retirement age for Group A members.

Vested Retirement Allowance:

Eligibility – Five (5) years of service.

Amount – Allowance beginning at normal retirement age based on AFC and service at termination. The AFC is to be adjusted annually by one-half of the percentage change in the Consumer Price Index, subject to the limits on “Post-Retirement Adjustments”.

Disability Retirement Allowance:

Eligibility – Five (5) years of service and disability as determined by Retirement Board.

Amount – Immediate allowance based on AFC and service to date of disability.

Death Benefit:

Eligibility – Death after five (5) years of service.

Amount – For Group A, reduced early retirement allowance under 100% survivor option commencing immediately or, if greater, survivor(s) benefit under disability annuity computed as of date of death.

Optional Benefit and Death after Retirement – For Group A, lifetime allowance or actuarially equivalent 50% or 100% joint and survivor allowance with refund of contribution guarantee.

Refund of Contribution – Upon termination, if the member so elects or if no other benefit is payable, the member’s accumulated contributions are refunded.

Post-Retirement Adjustments – Allowance in payment for at least one year increased on each January 1 by one-half of the percentage increase in Consumer Price Index but not more than 2% for Group A.

Member Contributions – Group A – 2.625%.

Employer Contributions – Group A – 4.125%.

Retirement Stipend – \$25 per month payable at the option of the Board of Trustees.

Significant Actuarial Assumptions and Methods

Investment Rate of Return: 7.50%, net of pension plan investment expenses, including inflation.

Salary increases: 5% per year.

TOWN OF CABOT, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
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Mortality:

Death in Active Service: Group A – 98% of RP-2006 blended 60% Blue Collar Employee, 40% Healthy Employee with generational improvements.

Healthy Post-Retirement: Group A – 98% of RP-2014 blended 60% Blue Collar Annuitant, 40% Healthy Annuitant with generational improvements.

Disabled Post-Retirement: Group A – RP-2006 Disabled Mortality Table with generational improvements.

Spouse’s Age: Females three years younger than males.

Cost-of-Living Adjustments: Assumed to occur on January 1 following one year of retirement at the rate of 1.15% per annum for Group A members (beginning at normal retirement eligibility age for members who elect reduced early retirement, at age 62 for members of Group A who receive a disability retirement benefit). The January 1, 2019 COLA is assumed to be 1.30%.

Actuarial Cost Method: Entry age actuarial cost method. Entry age is the age at date of employment or, if date is unknown, current age minus years of service. Normal cost and actuarial accrued liability are calculated on an individual basis and are allocated by salary, with normal cost determined using the plan of benefits applicable to each participant.

Actuarial Value of Assets: A smoothing method is used, under which the value of assets for actuarial purposes equals market value less a five-year phase-in of the differences between actual and assumed investment return. The value of assets for actuarial purposes may not differ from market value of assets by more than 20%.

Inflation: 2.50%

Long-term Expected Rate of Return:

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. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan’s target asset allocation as of June 30, 2018 are summarized in the following table:

| <u>Asset Class</u> | <u>Target Allocation</u> | <u>Long-term Expected Real Rate of Return</u> |
|--------------------|--------------------------|---|
| US Equity | 18% | 6.10% |
| Non-US Equity | 16% | 7.45% |
| Global Equity | 9% | 6.74% |
| Fixed Income | 26% | 2.25% |
| Real Estate | 8% | 5.11% |
| Private Markets | 15% | 7.60% |
| Hedge Funds | 8% | 3.86% |

TOWN OF CABOT, VERMONT
 NOTES TO THE FINANCIAL STATEMENTS
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Discount Rate – The discount rate used to measure the total pension liability was 7.50%. In accordance with paragraph 29 of GASB 68, professional judgement was applied to determine that the System’s projected fiduciary net position exceeds projected benefit payments for current active and inactive members for all years. The analysis was based on the expectation that employers will continue to contribute at the rates set by the Board, which exceed the actuarially determined contribution, which is comprised on an employer normal cost payment and a payment to reduce the unfunded liability to zero by June 30, 2038. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

The following presents the Town's proportionate share of the net pension liability calculated using the discount rate of 7.50 percent, as well as what the proportionate share would be if it were calculated using a discount rate that is one percent lower (6.50%) or one percent higher (8.50%):

| <u>1% Decrease (6.50%)</u> | <u>Discount Rate (7.50%)</u> | <u>1% Increase (8.50%)</u> |
|----------------------------|------------------------------|----------------------------|
| \$181,667 | \$107,255 | \$46,739 |

Additional Information

Additional information regarding the State of Vermont Municipal Employees’ Retirement System, including the details of the Fiduciary Net Position, is available upon request from the State of Vermont.

B. Property Taxes

The Town is responsible for assessing and collecting its own property taxes, as well as education property taxes for the State of Vermont. Property taxes are assessed based on property valuations as of April 1, the voter approved budgets and the State education property tax liability. Property taxes are due in two installments on August 23, 2018 and November 15, 2018. The penalty rate is eight percent (8%). Interest is charged at one percent (1%) per month for the first three months and one and a half percent (1-1/2%) per month for each month thereafter. Unpaid taxes become an enforceable lien on the property and such properties are subject to tax sale. The tax rates for 2019 were as follows:

| | <u>Homestead</u> | <u>Non-Residential</u> |
|-----------------|------------------|------------------------|
| Education | 1.7543 | 1.5910 |
| Local Agreement | 0.0048 | 0.0048 |
| Town | 0.2571 | 0.2571 |
| Highway | <u>0.3672</u> | <u>0.3672</u> |
| Total | <u>2.3834</u> | <u>2.2201</u> |

TOWN OF CABOT, VERMONT
 NOTES TO THE FINANCIAL STATEMENTS
 JUNE 30, 2019

C. Risk Management

The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Town maintains insurance coverage through the Vermont League of Cities and Towns Property and Casualty Intermunicipal Fund, Inc. covering each of those risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Town. Settled claims have not exceeded this coverage in any of the past three fiscal years. The Town must remain a member for a minimum of one year and may withdraw from the Fund after that time by giving sixty days notice. Fund underwriting and ratesetting policies have been established after consultation with actuaries. Fund members are subject to a supplemental assessment in the event of deficiencies. If the assets of the Fund were to be exhausted, members would be responsible for the Fund's liabilities.

The Town is also a member of the Vermont League of Cities and Towns Employment Resource and Benefits Trust. The Trust is a nonprofit corporation formed to provide unemployment coverage and other employment benefits for Vermont municipalities and is owned by the participating members. The agreement does not permit the Trust to make additional assessments to its members. The Town has only elected unemployment coverage with the Trust.

D. Contingent Liabilities

The Town participates in a number of federally assisted and state grant programs that are subject to audits by the grantors or their representatives. Accordingly, compliance with applicable grant requirements will be established at some future date. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

E. Short-Term Debt

The Town has lines of credit with Passumpsic Savings Bank. The terms and activity are as follows:

| | <u>Beginning Balance</u> | <u>Additions</u> | <u>Deletions</u> | <u>Ending Balance</u> |
|--|------------------------------|------------------|------------------|---------------------------|
| Line of Credit, Passumpsic Savings Bank, Danville Hill Water Project, \$800,000 Available, Interest at 1.78%, Due and Paid February 1, 2019 | \$193,587 | \$ 0 | \$193,587 | \$ 0 |
| Line of Credit, Passumpsic Savings Bank, Tax Anticipation Note, \$893,279 Available, Interest at 1.98%, Due and Paid July 1, 2019 | <u>0</u> | <u>294,780</u> | <u>0</u> | <u>294,780</u> |
| Total | <u>\$193,587</u> | <u>\$294,780</u> | <u>\$193,587</u> | <u>\$294,780</u> |

TOWN OF CABOT, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

F. Long-Term Debt

The Town issues general obligation bonds to provide resources for the acquisition and construction of major capital assets and to refund prior issues. General obligation bonds have been issued for both governmental and proprietary activities. Bonds are reported in governmental activities if the debt is expected to be repaid from general governmental revenues and in business-type activities if the debt is expected to be repaid from proprietary fund revenues.

General obligation bonds are direct obligations and pledge the full faith and credit of the Town. New bonds generally are issued as 10 to 20 year bonds. Refunding bonds are issued for various terms based on the debt service of the debt refunded.

The Town has notes payable to finance various capital projects and equipment purchases through local banks.

The Town enters into lease agreements as the lessee for the purpose of financing the acquisition of major pieces of equipment. These lease agreements qualify as capital lease obligations for accounting purposes (even though they may include clauses that allow for cancellation of the lease in the event the Town does not appropriate funds in future years) and, therefore, have been recorded at the present value of the future minimum lease payments as of the inception date of the leases. Leases are reported in governmental activities if the debt is expected to be repaid from general governmental revenues and in business-type activities if the debt is expected to be repaid from proprietary fund revenues.

The State of Vermont offers a number of no and negative interest revolving loan programs to utilize for predetermined purposes. The Town has borrowed money from the State of Vermont Special Environmental Revolving Fund for water and wastewater projects.

Long-term debt outstanding as of June 30, 2019 were as follows:

Governmental Activities:

| | <u>Beginning Balance</u> | <u>Additions</u> | <u>Deletions</u> | <u>Ending Balance</u> |
|---|------------------------------|------------------|------------------|---------------------------|
| Bond Payable, Vermont Municipal Bond Bank, Highway Improvements, Principal Payments Ranging from \$40,000 to \$55,000 Payable on November 15 Annually, Interest Ranging from 0.913% to 3.223% Payable on May 15 and November 15, Due November, 2024 | \$ 335,000 | \$ 0 | \$ 55,000 | \$ 280,000 |
| Bond Payable, Vermont Municipal Bond Bank, Pumper Truck, Principal Payments Ranging from \$10,000 to \$15,000 Payable on November 1 Annually, Interest Ranging from 1.49% to 1.76% Payable on May 1 and November 1, Due November, 2021 | 40,000 | 0 | 10,000 | 30,000 |

TOWN OF CABOT, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

| | <u>Beginning Balance</u> | <u>Additions</u> | <u>Deletions</u> | <u>Ending Balance</u> |
|---|------------------------------|------------------|------------------|---------------------------|
| Bond Payable, Vermont Municipal Bond Bank, Rescue Truck, Principal Payments of \$15,000 Payable on November 15 Annually, Interest Ranging from 3.9% to 4.01% Payable on May 15 and November 15, Due and Paid November, 2018 | \$ 15,000 | \$ 0 | \$15,000 | \$ 0 |
| Note Payable, Union Bank, Highway Garage Improvements, Principal and Interest Payments of \$24,789 Payable on September 25 Annually, Interest at 2.5%, Due September, 2025 | 177,731 | 0 | 20,346 | 157,385 |
| Note Payable, Community Bank, N.A., Highway Equipment, Principal Payments of \$56,632 Plus Interest Payable on July 22 Annually, Interest at 1.97%, Due July, 2022 | 283,159 | 0 | 56,632 | 226,527 |
| Note Payable, Union Bank, Willey Building Improvements, Principal and Interest Payments of \$19,178 Payable on July 3 Annually, Interest at 2.15%, Due July, 2022 | 90,000 | 0 | 17,232 | 72,768 |
| Note Payable, Union Bank, Paving, Principal and Interest Payments of \$28,456 Payable on November 15 Annually, Interest at 2.89%, Due November, 2027 | 244,100 | 0 | 21,380 | 222,720 |
| Note Payable, Union Bank, Fire Department Property, Principal and Interest Payments of \$26,256 Payable on July 1 Annually Beginning July 1, 2019, Interest at 1.99%, Due July, 2022 | 100,000 | 0 | 0 | 100,000 |
| Note Payable, Union Bank, Highway Loader, Principal and Interest Payments of \$22,231 Payable on July 1 Annually, Interest at 2.39%, Due July, 2025 | 0 | 141,755 | 0 | 141,755 |

TOWN OF CABOT, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

| | <u>Beginning Balance</u> | <u>Additions</u> | <u>Deletions</u> | <u>Ending Balance</u> |
|--|------------------------------|------------------|------------------|---------------------------|
| Capital Lease Payable, Ally Financial, Highway GMC Truck, Principal and Interest Payments of \$5,999 Payable on August 22 Annually, Interest at 6.69%, Due and Paid August, 2018 | \$ 5,622 | \$ 0 | \$ 5,622 | \$ 0 |
| Capital Lease Payable, Kansas State Bank, Highway Truck, Principal and Interest Payments of \$22,432 Payable on July 26 Annually, Interest at 2.87%, Due July, 2021. The Town Made the July, 2019 Payment in June, 2019. | 150,618 | 0 | 36,739 | 113,879 |
| Capital Lease Payable, Kansas State Bank, Highway Truck, Principal and Interest Payments of \$16,595 Payable on July 19 Annually with a Final Payment of \$60,000 Payable on August 19, 2024, Interest at 3.71%, Due August, 2024. The Town Made the August, 2019 Payment in June, 2019. | <u>147,165</u> | <u>0</u> | <u>22,741</u> | <u>124,424</u> |
| Total Governmental Activities | <u>\$1,588,395</u> | <u>\$141,755</u> | <u>\$260,692</u> | <u>\$1,469,458</u> |
| Business-type Activities: | | | | |
| | <u>Beginning Balance</u> | <u>Additions</u> | <u>Deletions</u> | <u>Ending Balance</u> |
| Bond Payable, State of Vermont Special Environmental Revolving Fund, Water System Improvements, Principal Payments of \$27,734 Payable on January 1 Annually, Interest at -3.0%, Due January, 2031. The Town Recognized Principal Forgiveness in the Amount of \$13,399 During the Year. | \$446,630 | \$ 0 | \$ 41,133 | \$405,497 |
| Bond Payable, State of Vermont Special Environmental Revolving Fund, Danville Hill Water Project, Authorized to \$760,000, Principal Payments of \$6,400 Payable on July 1 Annually, 0% Interest, Due July, 2048. The Town Recognized Principal Forgiveness in the Amount of \$291,654 During the Year. | 49,605 | 434,039 | 298,054 | 185,590 |

TOWN OF CABOT, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

| | <u>Beginning Balance</u> | <u>Additions</u> | <u>Deletions</u> | <u>Ending Balance</u> |
|--|------------------------------|------------------|------------------|---------------------------|
| Bond Payable, Vermont Municipal Bond Bank, Wastewater System Improvements, Principal Payments Ranging from \$19,532 to \$33,505 Payable on November 1 Annually, Interest Ranging from 3.93% to 4.09% Payable on May 1 and November 1, Due November, 2031 | \$369,538 | \$ 0 | \$ 20,299 | \$349,239 |
| Bond Payable, State of Vermont Special Environmental Revolving Fund, Wastewater System Improvements, Principal Payments of \$3,085 Payable on June 1 Annually, 0% Interest, Due June, 2023 | <u>15,426</u> | <u>0</u> | <u>3,085</u> | <u>12,341</u> |
| Total Business-type Activities | <u>\$881,199</u> | <u>\$434,039</u> | <u>\$362,571</u> | <u>\$952,667</u> |

Maturities are as follows:

| Year Ending June 30 | Governmental Activities | | | Business-type Activities | |
|--|-------------------------|-------------------|-------------------|--------------------------|-------------------|
| | Principal | Interest | Capital Leases | Principal | Interest |
| 2020 | \$ 220,201 | \$ 30,326 | \$ 0 | \$ 51,916 | \$ 13,725 |
| 2021 | 222,697 | 25,389 | 39,027 | 59,145 | 12,896 |
| 2022 | 225,230 | 20,215 | 114,027 | 59,816 | 12,034 |
| 2023 | 217,856 | 14,792 | 16,595 | 60,711 | 11,139 |
| 2024 | 108,407 | 9,597 | 16,595 | 58,556 | 10,208 |
| 2025-2029 | 236,764 | 12,380 | 76,595 | 308,076 | 35,746 |
| 2030-2034 | 0 | 0 | 0 | 183,838 | 7,064 |
| 2035-2039 | 0 | 0 | 0 | 32,000 | 0 |
| 2040-2044 | 0 | 0 | 0 | 32,000 | 0 |
| 2045-2049 | 0 | 0 | 0 | 32,000 | 0 |
| Total | 1,231,155 | 112,699 | 262,839 | 878,058 | 102,812 |
| Less: Imputed Interest | 0 | 0 | (24,536) | 0 | 0 |
| Plus: Principal to be Forgiven (To be Converted to Grant) | <u>0</u> | <u>0</u> | <u>0</u> | <u>74,609</u> | <u>0</u> |
| Total | <u>\$ 1,231,155</u> | <u>\$ 112,699</u> | <u>\$ 238,303</u> | <u>\$ 952,667</u> | <u>\$ 102,812</u> |

G. Subsequent Events

The Town obtained a tax anticipation note with Passumpsic Savings Bank on July 1, 2019 for \$500,000. Interest is at 2.19% and matures on December 31, 2019.

On September 4, 2019, the Town approved a loan agreement with Union Bank for paving in the amount of \$139,000. Interest is at 2.21% and matures on November 1, 2024.

On November 6, 2019, the Town approved a lease agreement with John Deere Financial for a skid steer in the amount of \$51,670. Interest is at 4.7% and matures on November 6, 2024.

TOWN OF CABOT, VERMONT
STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS AND
CHANGES IN MODIFIED CASH BASIS FUND BALANCE
BUDGET AND ACTUAL
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2019

| | Budget | Actual | Variance Favorable/ (Unfavorable) |
|---|------------------|------------------|---|
| Revenues: | | | |
| Property Taxes | \$ 1,091,258 | \$ 856,156 | \$ (235,102) |
| Hold Harmless | 110,442 | 110,442 | 0 |
| Education Billing Fee | 0 | 4,943 | 4,943 |
| PILOT | 0 | 8,716 | 8,716 |
| Clerk Fees | 18,000 | 15,415 | (2,585) |
| Library Income | 500 | 3,498 | 2,998 |
| Records Restoration Fees | 3,400 | 3,326 | (74) |
| Delinquent Taxes | 90,000 | 215,405 | 125,405 |
| Tax Sale Reimbursement | 0 | 50 | 50 |
| Penalties on Delinquent Taxes | 0 | 16,551 | 16,551 |
| Interest | 12,000 | 14,209 | 2,209 |
| Planning Grant Income | 0 | 5,998 | 5,998 |
| Miscellaneous Income | 12,000 | 523 | (11,477) |
| Water/Wastewater Administration Charges | 0 | 11,833 | 11,833 |
| Masonic Hall Fees | 8,000 | 7,800 | (200) |
| Reappraisal Income | 8,000 | 8,522 | 522 |
| Recreation Committee | 3,000 | 3,014 | 14 |
| Recycle Center | 200 | 0 | (200) |
| Sheriff Fines | 400 | 2,012 | 1,612 |
| Willey Building Rental Income | 2,000 | 1,067 | (933) |
| Highway Miscellaneous Income | 5,000 | 869 | (4,131) |
| Highway Grant Income | 17,000 | 107,246 | 90,246 |
| State Highway Aid | 132,600 | 132,480 | (120) |
| Proceeds from Long-term Debt | 0 | 141,755 | 141,755 |
| | <u>1,513,800</u> | <u>1,671,830</u> | <u>158,030</u> |
| Expenditures: | | | |
| General: | | | |
| Payroll | 167,700 | 161,892 | 5,808 |
| Payroll Taxes | 17,000 | 17,515 | (515) |
| Cabot Appropriations | 64,500 | 64,500 | 0 |
| Special Service Appropriations | 18,100 | 18,055 | 45 |
| Audit | 11,900 | 11,232 | 668 |
| Legal | 10,000 | 22,319 | (12,319) |
| Computer | 500 | 4,125 | (3,625) |
| Conservation Commission | 2,900 | 123 | 2,777 |
| Constable | 900 | 395 | 505 |
| County Tax | 14,000 | 6,844 | 7,156 |
| Debt Collector Expense | 11,700 | 19,662 | (7,962) |
| Dues & Subscriptions | 6,400 | 7,274 | (874) |
| Fire Department Bond Interest | 1,500 | 1,170 | 330 |

See Disclaimer in Accompanying Independent Auditor's Report.

TOWN OF CABOT, VERMONT
STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS AND
CHANGES IN MODIFIED CASH BASIS FUND BALANCE
BUDGET AND ACTUAL
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2019

| | Budget | Actual | Variance Favorable/ (Unfavorable) |
|---------------------------------|----------------|----------------|---|
| General/(Cont'd): | | | |
| Fire Department Bond Principal | \$ 25,000 | \$ 25,000 | \$ 0 |
| Fire Department Operations | 50,000 | 49,531 | 469 |
| General Expense | 2,700 | 1,878 | 822 |
| Health Insurance | 21,000 | 15,562 | 5,438 |
| Insurance | 16,500 | 16,379 | 121 |
| Interest Expense | 3,000 | 730 | 2,270 |
| Library Expense | 76,000 | 92,287 | (16,287) |
| Lister Expense | 8,000 | 5,709 | 2,291 |
| Masonic Hall Expense | 12,000 | 8,129 | 3,871 |
| Meetings/Elections | 5,000 | 5,070 | (70) |
| Office Expenses | 6,000 | 13,226 | (7,226) |
| Office Supplies | 2,000 | 1,780 | 220 |
| Planning Commission | 1,000 | 1,209 | (209) |
| Pound Keeper | 500 | 100 | 400 |
| Recreation Committee Operations | 5,000 | 13,420 | (8,420) |
| Records Restoration | 1,000 | 1,116 | (116) |
| Selectboard Miscellaneous | 7,000 | 4,825 | 2,175 |
| Sheriff | 8,000 | 6,563 | 1,437 |
| Solid Waste/Recycle Center | 5,100 | 7,803 | (2,703) |
| Tax Maps | 400 | 0 | 400 |
| Tax Reduction Loan | 45,000 | 0 | 45,000 |
| Village Expenses | 12,600 | 20,198 | (7,598) |
| Willey Building Expenses | 75,600 | 83,699 | (8,099) |
| Zoning Administration | 1,800 | 1,499 | 301 |
| | <u>717,300</u> | <u>710,819</u> | <u>6,481</u> |
| Total General | | | |
| Highway: | | | |
| Payroll | 178,000 | 202,526 | (24,526) |
| Payroll Taxes | 17,000 | 23,051 | (6,051) |
| Audit/Legal | 500 | 0 | 500 |
| Bridges | 5,000 | 0 | 5,000 |
| Building Maintenance | 2,000 | 4,726 | (2,726) |
| Chloride | 17,200 | 8,177 | 9,023 |
| Clothing Allowance | 1,900 | 1,963 | (63) |
| Cold Patch/Paving | 2,500 | 1,823 | 677 |
| Culverts | 12,000 | 15,343 | (3,343) |
| Equipment Bond/Loan & Interest | 63,300 | 62,186 | 1,114 |
| Equipment Lease | 39,000 | 78,055 | (39,055) |
| Equipment Repair | 25,000 | 40,346 | (15,346) |
| Fuel Expense for Equipment | 38,000 | 49,055 | (11,055) |
| Garage Supplies | 6,000 | 3,098 | 2,902 |

See Disclaimer in Accompanying Independent Auditor's Report.

TOWN OF CABOT, VERMONT
STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS AND
CHANGES IN MODIFIED CASH BASIS FUND BALANCE
BUDGET AND ACTUAL
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2019

| | Budget | Actual | Variance Favorable/ (Unfavorable) |
|---|------------------|---------------------|---|
| Highway/(Cont'd): | | | |
| Gravel | \$ 70,000 | \$ 59,320 | \$ 10,680 |
| GMC Sierra Truck | 6,000 | 6,000 | 0 |
| Health Insurance | 38,100 | 18,598 | 19,502 |
| Oil/Propane | 7,500 | 5,346 | 2,154 |
| Hired/Rented Equipment | 12,000 | 19,900 | (7,900) |
| Insurance | 26,500 | 27,377 | (877) |
| Miscellaneous | 8,000 | 6,469 | 1,531 |
| New Equipment | 0 | 598 | (598) |
| Paving Bond Interest | 6,400 | 6,384 | 16 |
| Paving Bond Principal | 44,000 | 44,000 | 0 |
| Paving Loan/Interest | 28,500 | 28,454 | 46 |
| Permits Stormwater | 3,000 | 240 | 2,760 |
| Salt | 36,000 | 59,143 | (23,143) |
| Sand | 20,000 | 26,950 | (6,950) |
| Signs & Guardrails | 1,000 | 1,412 | (412) |
| Tires | 4,000 | 4,526 | (526) |
| Town Garage Bond Interest | 1,600 | 1,596 | 4 |
| Town Garage Bond Principal | 11,000 | 11,000 | 0 |
| Transportation Planning | 2,000 | 0 | 2,000 |
| Utilities | 4,000 | 3,693 | 307 |
| New Equipment | 2,000 | 139,055 | (137,055) |
| Paving Projects | 57,500 | 16,555 | 40,945 |
| Porter Road Grant Expense | 0 | 127,625 | (127,625) |
| | <u>796,500</u> | <u>1,104,590</u> | <u>(308,090)</u> |
| Total Highway | | | |
| | <u>1,513,800</u> | <u>1,815,409</u> | <u>(301,609)</u> |
| Total Expenditures | | | |
| Excess/(Deficiency) of Cash Receipts Over Cash Disbursements | \$ <u>0</u> | (143,579) | \$ <u>(143,579)</u> |
| Fund Balance/(Deficit) - July 1, 2018 | | <u>(35,187)</u> | |
| Fund Balance/(Deficit) - June 30, 2019 | | <u>\$ (178,766)</u> | |

See Disclaimer in Accompanying Independent Auditor's Report.

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Montpelier, VT 05601
802/223-2352
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Fred Duplessis, CPA
Richard J. Brigham, CPA
Chad A. Hewitt, CPA
Wendy C. Gilwee, CPA
VT Lic. #92-000180

Independent Auditor's Report on Internal Control Over Financial Reporting
and on Compliance and Other Matters Based on an Audit of Financial
Statements Performed in Accordance with "Government Auditing Standards"

Selectboard
Town of Cabot, Vermont
P.O. Box 36
Cabot, Vermont 05647

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, each major fund, and the aggregate remaining fund information of the Town of Cabot, Vermont, as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Town of Cabot, Vermont's basic financial statements, and have issued our report thereon dated December 30, 2019. Our opinion on the governmental activities, the business-type activities, the Cabot Community Investment Fund, the Wastewater Fund and the aggregate remaining fund information was qualified because of the recording of investments at current market value rather than cost.

Internal Control Over Financial Reporting

In planning and performing the audit, we considered the Town of Cabot, Vermont's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town of Cabot, Vermont's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Town of Cabot, Vermont's internal control over financial reporting.

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

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 Town of Cabot, Vermont's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiency described in the accompanying Schedule of Findings and Deficiencies in Internal Control as Item 2019-01 to be a material weakness.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town of Cabot, Vermont's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under "Government Auditing Standards".

We also noted certain other matters that we reported to the management of the Town of Cabot, Vermont in a separate letter dated December 30, 2019.

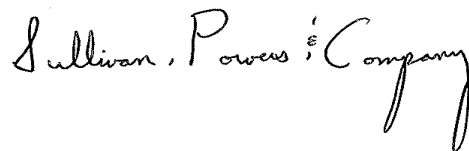
Town of Cabot, Vermont's Response to Deficiency in Internal Control

The Town of Cabot, Vermont's response to the deficiency in internal control identified in our audit is included with the accompanying Schedule of Findings and Deficiencies in Internal Control. The Town of Cabot, Vermont's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

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 Town of Cabot, Vermont's internal control or on compliance. This report is an integral part of an audit performing in accordance with "Government Auditing Standards" in considering the Town of Cabot, Vermont's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

December 30, 2019
Montpelier, Vermont
VT Lic. #92-000180



TOWN OF CABOT, VERMONT
SCHEDULE OF FINDINGS AND DEFICIENCIES IN INTERNAL CONTROL
JUNE 30, 2019

Deficiencies in Internal Control:

Material Weaknesses:

2019-01 Property Tax Reconciliation

Criteria:

Internal controls should be in place to ensure that all property tax accounts are reconciled to the general ledger.

Condition:

The Town did not have controls in place to ensure that all property tax accounts were reconciled to the general ledger.

Cause:

Unknown.

Effect:

The Town's prepaid property taxes account was not reconciled to supporting documentation which resulted in significant adjustments to the prepaid property taxes and property tax revenue accounts.

Recommendation:

We recommend that the Town implement controls to ensure that all property tax accounts are reconciled to the general ledger.

Betty Ritter
Town Clerk - Treasurer
Michelle Leclerc
Assistant Clerk - Treasurer

TOWN OF CABOT
PO Box 36
Cabot, Vermont 05647

Office (802) 563-2279
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December 30, 2019

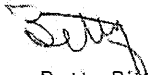
Sullivan Powers & Co, PC
PO Box 947
Montpelier VT 05601

Re: Material Weakness

Material Weakness:

2019-01 Property Tax Reconciliation – Jordon from Sullivan Powers will explain to Betty and Michelle how this procedure is done.

Sincerely,



Betty Ritter
Town of Cabot
Clerk & Treasurer