

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Report on the Examination of Basic Financial Statements**  
**For the Year Ended June 30, 2020**

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**TABLE OF CONTENTS**

	<u>Page</u>
<b>TABLE OF CONTENTS</b> .....	2
<b>INDEPENDENT AUDITOR'S REPORT ON:</b>	
Basic Financial Statements .....	3-5
<b>BASIC FINANCIAL STATEMENTS</b> .....	6
Balance Sheet - Governmental Funds .....	7
Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds .....	8
Statement of Revenues and Expenditures – Budgetary Basis – (NON-GAAP) – Budget and Actual – General Fund .....	9
Reconciliation of Revenues and Expenditures from Budgetary Basis to GAAP Basis .....	10
Statement of Fiduciary Net Position – Fiduciary Funds .....	11
<b>Notes to the Financial Statements</b> .....	12-34
<b>REQUIRED SUPPLEMENTARY INFORMATION</b> .....	35
Pension Plan Schedules .....	36-37
<b>SUPPLEMENTARY SCHEDULES</b> .....	38
Schedule of Revenues, Expenditures and Changes in Fund Balances – Non-Major Governmental Funds .....	39-41
Schedule of Real Estate and Personal Property Taxes .....	42
Schedule of Motor Vehicle Excise Taxes .....	43
Schedule of Tax Liens and Tax Foreclosures .....	44



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## **Independent Auditor's Report**

To the Honorable Board of Selectmen  
Town of Brookfield, Massachusetts

### **Report on the Financial Statements**

We have audited the accompanying financial statements of each major fund and the aggregate remaining fund information of the Town of Brookfield, Massachusetts, as of and for the year ended June 30, 2020, and the related notes to the financial, which collectively comprise a portion of the Town of Brookfield, Massachusetts' 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 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 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 opinion.

### ***Basis for Adverse Opinion on the Financial Statements as a Whole***

Management has not presented government-wide financial statements to display the financial position and changes in financial position of its governmental activities. Accounting principles generally accepted in the United States of America require the presentation of government-wide financial statements. The amounts that would be reported in government-wide financial statements for the Town of Brookfield, Massachusetts' governmental activities have not been determined.

## ***Adverse Opinion***

In our opinion, because of the significance of the matter discussed in the “Basis for Adverse Opinion on the Financial Statements as a Whole” paragraph, the financial statements referred to above do not present fairly the financial position of the Town of Brookfield, Massachusetts, as of June 30, 2020, or the changes in financial position, thereof, and the respective budgetary comparison for the General Fund 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 the pension plan schedules as listed on the table of contents 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.

Management has omitted the Management's Discussion and Analysis and the other post employment benefit schedule that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing 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. Our opinion on the basic financial statements is not affected by this missing information.

### ***Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Brookfield, Massachusetts' basic financial statements. The Supplementary Schedules, as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The Supplementary Schedules 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 information is 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 August 10, 2021, on our consideration of the Town of Brookfield, Massachusetts' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and 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 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 Brookfield, Massachusetts' internal control over financial reporting and compliance.

*Scanlon and Associates, LLC*

Scanlon & Associates, LLC  
South Deerfield, Massachusetts

August 10, 2021

## **BASIC FINANCIAL STATEMENTS**

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**BALANCE SHEET - GOVERNMENTAL FUNDS**  
**JUNE 30, 2020**

	General Fund	Water Fund	Police Station Construction Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>Assets:</b>					
Cash and Cash Equivalents	\$ 1,793,352	\$ 174,608	\$ 390	\$ 1,707,953	\$ 3,676,303
Investments	591,930	-	-	220,898	812,828
Receivables, net of allowance for uncollectibles:					
Property Taxes	235,265	-	-	-	235,265
Tax Liens	601,743	-	-	-	601,743
Excise Taxes	53,194	-	-	-	53,194
User Charges	-	23,658	-	-	23,658
Departmental	-	-	-	48,876	48,876
Due from Other Governments	50,084	-	-	491,339	541,423
Tax Foreclosures	318,252	-	-	-	318,252
<b>Total Assets</b>	<b>\$ 3,643,820</b>	<b>\$ 198,266</b>	<b>\$ 390</b>	<b>\$ 2,469,066</b>	<b>\$ 6,311,542</b>
<b>Liabilities:</b>					
Warrants Payable	\$ 258,958	\$ 175	\$ -	\$ 31,598	\$ 290,731
Accrued Payroll	154,555	879	-	6,109	161,543
Payroll Withholdings	78,985	-	-	-	78,985
Other	4,218	-	-	-	4,218
Bond Anticipation Notes Payable	-	-	949,126	-	949,126
<b>Total Liabilities</b>	<b>496,716</b>	<b>1,054</b>	<b>949,126</b>	<b>37,707</b>	<b>1,484,603</b>
<b>Deferred Inflows of Resources:</b>					
Unavailable Revenue	1,189,338	23,658	-	481,631	1,694,627
<b>Fund Balance:</b>					
Nonspendable	-	-	-	155,704	155,704
Restricted	-	-	-	1,370,332	1,370,332
Committed	-	173,554	-	436,708	610,262
Assigned	496,528	-	-	-	496,528
Unassigned	1,461,238	-	(948,736)	(13,016)	499,486
<b>Total Fund Balance</b>	<b>1,957,766</b>	<b>173,554</b>	<b>(948,736)</b>	<b>1,949,728</b>	<b>3,132,312</b>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balances</b>	<b>\$ 3,643,820</b>	<b>\$ 198,266</b>	<b>\$ 390</b>	<b>\$ 2,469,066</b>	<b>\$ 6,311,542</b>

The Notes to the Financial Statements are an integral part of this Statement.

**TOWN OF BROOKFIELD, MASSACHUSETTS  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCES - GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2020**

	General Fund	Water Fund	Police Station Construction Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>Revenues:</b>					
Property Taxes	\$ 5,360,300	\$ -	\$ -	\$ -	\$ 5,360,300
Intergovernmental	2,301,700	-	-	1,513,098	3,814,798
Excise and Other Taxes	519,638	-	-	-	519,638
Licenses, Permits, Fees	349,451	-	-	-	349,451
Charges for Services	-	124,171	-	685,940	810,111
Interest on Taxes	91,543	-	-	-	91,543
Investment Income	49,653	-	-	6,377	56,030
Gifts and Donations	-	-	-	9,125	9,125
Other	-	1,702	-	47,760	49,462
Intergovernmental - "On-behalf" Payments	893,624	-	-	-	893,624
<b>Total Revenues</b>	<b>9,565,909</b>	<b>125,873</b>	<b>-</b>	<b>2,262,300</b>	<b>11,954,082</b>
<b>Expenditures:</b>					
Current:					
General Government	784,312	-	-	893,575	1,677,887
Public Safety	940,668	-	-	261,349	1,202,017
Public Works	362,781	-	-	77,207	439,988
Water	-	142,981	-	-	142,981
Education	4,935,823	-	-	633,145	5,568,968
Health and Human Services	241,054	-	-	19,978	261,032
Culture and Recreation	159,222	-	-	9,434	168,656
Employee Benefits and Insurance	1,967,009	-	-	-	1,967,009
State Assessments	114,789	-	-	-	114,789
Debt Service:					
Principal	194,065	-	-	7,805	201,870
Interest	28,701	-	-	585	29,286
<b>Total Expenditures</b>	<b>9,728,424</b>	<b>142,981</b>	<b>-</b>	<b>1,903,078</b>	<b>11,774,483</b>
<b>Excess of Revenues Over (Under) Expenditures</b>	<b>(162,515)</b>	<b>(17,108)</b>	<b>-</b>	<b>359,222</b>	<b>179,599</b>
<b>Other Financing Sources (Uses):</b>					
Operating Transfers In	485,840	-	-	-	485,840
Operating Transfers Out	-	-	-	(485,840)	(485,840)
Proceeds from Issuance of Bonds and Notes	-	-	186,800	-	186,800
<b>Total Other Financing Sources (Uses)</b>	<b>485,840</b>	<b>-</b>	<b>186,800</b>	<b>(485,840)</b>	<b>186,800</b>
<b>Net Change in Fund Balances</b>	<b>323,325</b>	<b>(17,108)</b>	<b>186,800</b>	<b>(126,618)</b>	<b>366,399</b>
<b>Fund Balances, Beginning of Year</b>	<b>1,634,441</b>	<b>190,662</b>	<b>(1,135,536)</b>	<b>2,076,346</b>	<b>2,765,913</b>
<b>Fund Balances, End of Year</b>	<b>\$ 1,957,766</b>	<b>\$ 173,554</b>	<b>\$ (948,736)</b>	<b>\$ 1,949,728</b>	<b>\$ 3,132,312</b>

The Notes to the Financial Statements are an integral part of this Statement.

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**STATEMENT OF REVENUES AND EXPENDITURES - BUDETARY BASIS -**  
**(NON-GAAP) - BUDGET AND ACTUAL - GENERAL FUND**  
**FOR THE YEAR ENDED JUNE 30, 2020**

	Budgeted Amounts				Amounts Carried Forward to Next Year	Variance with Final Budget Positive (Negative)
	Amounts Carried Forward from Prior Year	Original Budget	Final Budget	Actual Budgetary Basis		
<b>Revenues:</b>						
Property Taxes	\$ -	\$ 5,318,699	\$ 5,318,699	\$ 5,333,400	\$ -	\$ 14,701
Intergovernmental	-	2,295,306	2,295,306	2,301,700	-	6,394
Excise and Other Taxes	-	452,668	452,668	506,755	-	54,087
Licenses, Permits, Fees	-	370,750	370,750	349,451	-	(21,299)
Interest on Taxes	-	40,000	40,000	91,543	-	51,543
Investment Income	-	15,000	15,000	35,906	-	20,906
<b>Total Revenues</b>	-	8,492,423	8,492,423	8,618,755	-	126,332
<b>Expenditures:</b>						
Current:						
General Government	199,618	733,214	948,859	784,312	113,668	50,879
Public Safety	47,886	1,214,881	1,259,949	940,668	290,284	28,997
Public Works	38,229	431,721	435,172	362,781	63,480	8,911
Education	67,378	4,898,653	4,935,827	4,935,823	-	4
Health and Human Services	12,500	218,689	250,783	241,054	6,792	2,937
Culture and Recreation	22,522	168,124	190,646	159,222	22,304	9,120
Employee Benefits and Insurance	-	1,013,888	1,074,451	1,073,385	-	1,066
State Assessments	-	97,221	97,221	114,789	-	(17,568)
Debt Service:						
Principal	-	193,865	194,065	194,065	-	-
Interest	-	43,286	28,702	28,701	-	1
<b>Total Expenditures</b>	388,133	9,013,542	9,415,675	8,834,800	496,528	84,347
<b>Excess of Revenues Over (Under) Expenditures</b>	(388,133)	(521,119)	(923,252)	(216,045)	(496,528)	210,679
<b>Other Financing Sources (Uses):</b>						
Operating Transfers In	-	555,340	569,340	569,507	-	167
Operating Transfers Out	-	(12,300)	(12,300)	-	-	12,300
<b>Total Other Financing Sources (Uses)</b>	-	543,040	557,040	569,507	-	12,467
<b>Net Change in Budgetary Fund Balance</b>	(388,133)	21,921	(366,212)	\$ 353,462	\$ (496,528)	\$ 223,146
<b>Other Budgetary Items:</b>						
Free Cash and Other Reserves	-	71,600	71,600			
Prior Year Deficits	-	(93,521)	(93,521)			
Prior Year Encumbrances	388,133	-	388,133			
<b>Total Other Budgetary Items</b>	388,133	(21,921)	366,212			
<b>NET BUDGET</b>	\$ -	\$ -	\$ -			

The Notes to the Financial Statements are an integral part of this Statement.

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Reconciliation of Revenues and Expenditures**  
**from Budgetary Basis to GAAP Basis**  
**For the Year Ended June 30, 2020**

	<u>Revenues</u>	<u>Expenditures</u>
<b>Reported on a Budgetary Basis</b>	\$ 8,618,755	\$ 8,834,800
<u>Adjustments:</u>		
Activity for Stabilization Fund Recorded in the General Fund for GAAP Purposes	26,630	-
Net increase in Revenue from recording Refund Taxes Payable	8,400	-
Recognition of Intergovernmental Revenue - "on behalf payments"	893,624	-
Recognition of Expenditures - "on behalf payments"	-	893,624
Net Increase in Revenue from Recording 60-Day Receipts	18,500	-
<b>Reported on a GAAP Basis</b>	<u>\$ 9,565,909</u>	<u>\$ 9,728,424</u>

The Notes to the Financial Statements are an integral part of this Statement.

**TOWN OF BROOKFIELD, MASSACHUSETTS  
STATEMENT OF FIDUCIARY NET POSITION  
FIDUCIARY FUNDS  
JUNE 30, 2020**

	<b>Agency Funds</b>
<b>ASSETS</b>	
Cash and Cash Equivalents	\$ 37,962
<b>Total Assets</b>	<b>37,962</b>
<b>LIABILITIES</b>	
Warrants Payable	145
Due to Others	5,630
Escrows and Deposits	32,187
<b>Total Liabilities</b>	<b>37,962</b>
<b>NET POSITION</b>	
Held in Trust for Other Purposes	\$ -

The Notes to the Financial Statements are an integral part of this Statement.

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Notes to the Financial Statements**  
**Year Ended June 30, 2020**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accompanying basic financial statements of the Town of Brookfield, Massachusetts (the Town) have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is the recognized standard-setting body for establishing governmental accounting and financial reporting principles. The significant accounting policies are described herein.

**A. Reporting Entity**

The Town was incorporated in 1673 under the laws of the Commonwealth of Massachusetts. The Town is governed by an elected three-member Board of Selectmen.

For financial reporting purposes, the Town has included all funds, organizations, account groups, agencies, boards, commissions and institutions. The Town has also considered all potential component units for which it is financially accountable as well as other organizations for which the nature and significance of their relationship with the Town are such that exclusion would cause the basic financial statements to be misleading or incomplete. In fiscal year 2020, it was determined that no entities met the required GASB-39 and GASB-61 criteria for component units.

The Town is responsible for electing the governing boards of the Brookfield Housing Authority and the Tantasqua Regional School District. These related organizations are excluded from the financial reporting entity because the Town's accountability does not extend beyond the Town electing the board or receiving service from the organization. Audited financial statements are available from the respective organizations. Descriptions of the related organizations are as follows:

**Brookfield Housing Authority** - A public housing agency that provides housing assistance to eligible and qualified low and moderate-income families, the elderly and handicapped. The housing authority is an autonomous and self-sufficient agency under the State Executive Office of Communities and Development. The Town has no significant influence over management, budget or policies of the authority.

**Tantasqua Regional School District** – A regional school district made up of five communities to serve the educational needs of students for grades 7 through 12. The regional school district is a separate entity under the Commonwealth of Massachusetts. The District is responsible for both the operating and capital costs related to the school and operates independently from the Town.

**B. Government-Wide and Fund Financial Statements**

**Government-wide financial statements**

The government-wide financial statements have not been presented.

**Fund financial statements**

Separate financial statements are provided for governmental funds and fiduciary funds. Major individual governmental funds are reported as separate columns in the fund financial statements. Non-major funds are aggregated and displayed in a single column.

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Notes to the Financial Statements**  
**Year Ended June 30, 2020**

**Major Fund Criteria**

Major funds must be reported if the following criteria are met:

- If the total assets, liabilities, revenues or expenditures/expenses of an individual governmental fund are at least 10 percent of the corresponding element (assets, liabilities, etc.) for all funds of that category or type (total governmental funds),  
  
*and*
- If the total assets, liabilities, revenues or expenditures/expenses of the individual governmental funds are at least 5 percent of the corresponding element for all governmental funds combined.

Additionally, any other governmental fund that management believes is particularly significant to the basic financial statements may be reported as a major fund.

Fiduciary funds are reported by fund type.

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

**Fund Financial Statements**

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

Property taxes, excises and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government.

Entitlements and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria is met. Expenditure driven grants recognize revenue when the qualifying expenditures are incurred and all other grant requirements are met.

The Town reports the following major governmental funds:

The *general fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The *water fund* is a special revenue fund used to account for the accumulation of resources to provide water services to the Town's citizens.

The *police station construction fund* is a capital project fund that is used to account for financial resources (debt) used to construct a new public safety facility.

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Notes to the Financial Statements**  
**Year Ended June 30, 2020**

The non-major governmental fund consists of other special revenue and permanent funds that are aggregated and presented in the *non-major governmental funds*' column on the governmental funds' financial statements. The following describes the general use of these fund types:

The *special revenue fund* is used to account for the proceeds of specific revenue sources (other than permanent or capital projects funds) that are restricted by law or administrative action to expenditures for specified purposes.

The *capital projects fund* is used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by Enterprise and Trust Funds).

The *permanent fund* is used to account for financial resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the governmental programs.

Additionally, the Town reports the following fund types:

*Fiduciary fund* financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Fiduciary funds are used to account for assets held in a trustee capacity for others that cannot be used to support the government programs. The Town reports the following fiduciary funds:

The *agency fund* is used to account for assets held in a purely custodial capacity.

#### **D. Cash and Cash Equivalents**

Cash balances from all funds, except those required to be segregated by law, are combined to form a consolidation of cash. Cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with an original maturity of three months or less from the date of acquisition. The Town maintains a cash and investment pool that is available for use by all funds. Each fund's portion of this pool is reflected on the combined financial statements under the caption, "cash and cash equivalents".

Excluding the permanent funds, investment income derived from major and non-major governmental funds is legally assigned to the general fund unless otherwise directed by Massachusetts General Laws (MGL).

#### **E. Investments**

The Town maintains investments according to Massachusetts General Laws and adopted policies. Investments are reported according to the fair value hierarchy established by generally accepted accounting principles. Investments are defined as securities or other assets that (a) a government holds primarily for the purpose of income or profit and (b) has a present service capacity based solely on its ability to generate cash or to be sold to generate cash. Fair Value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The hierarchy is based upon valuation inputs, which are assumptions that market participants would use when pricing an asset or a liability, including assumptions about risk.

Level 1 inputs are quoted prices in active markets for identical assets or liabilities at the measurement date.

Level 2 inputs are directly observable for an asset or a liability (including quoted prices for similar assets or liabilities), as well as inputs that are indirectly observable for the asset or liability.

Level 3 inputs are unobservable for the asset or liability.

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Notes to the Financial Statements**  
**Year Ended June 30, 2020**

Certain investments, such as money market investments and 2a7-like external investment pools, are reported at amortized cost. 2a7-like pools are external investment pools that operate in conformity with the Securities and Exchange Commission's (SEC) Rule 2a7 as promulgated under the Investment Company Act of 1940, as amended and should be measured at the net asset value per share provided by the pool.

Additional investment disclosures are presented in these Notes.

**F. Receivables**

The recognition of revenues related to accounts receivable reported in the government-wide financial statements and fund financial statements are reported under the accrual basis of accounting and the modified accrual basis of accounting, respectively.

**Property Taxes and Tax Liens**

Property taxes are based on assessments as of January 1, 2019 and include betterments, special assessments and liens. Taxes are used to finance the operations of the Town for the fiscal year July 1st to June 30th. By law, all taxable property in the Commonwealth of Massachusetts must be assessed at 100% of fair cash value. Taxes are due and payable on July 1st. The Town has accepted the quarterly tax payment system. Under the quarterly tax payment system, the assessors make a preliminary tax commitment based on the prior year's net tax and may not exceed, with limited exceptions, fifty percent of that amount. The collector must mail preliminary tax bills each year by July 1st. The preliminary tax is payable in two equal installments. The first installment is due on August 1st and the second installment is due on November 1st. After the Town sets the tax rate, the assessors make the actual tax commitment. If actual bills are mailed on or before December 31st, the balance remaining is payable in two equal installments. The first installment is due on February 1st and the second installment is due on May 1st. If bills are mailed after December 31st, the entire balance is not due until May 1st or thirty days after the bills were mailed, whichever is later. Any betterments, special assessments and other charges are added to the actual bills. Interest at the rate of 14% is charged on the amount of any preliminary tax or actual tax installment payment that is unpaid and delinquent and is charged only for the number of days the payment is actually delinquent. If actual tax bills are mailed after December 31st, interest will be computed from May 1st, or the payment due date, whichever is later. The Town has an ultimate right to foreclose on property for which taxes have not been paid. Property taxes levied are recorded as receivables. Revenues from property taxes are recognized in the fiscal year for which they have been levied.

The Town mailed preliminary tax bills for fiscal year 2020 on June 24, 2019 that were due on August 1, 2019 and November 1, 2019 and actual bills on December 26, 2019 that were due on February 3, 2020 and May 1, 2020.

The Commonwealth of Massachusetts electorate in November, 1980, passed legislation known as Proposition 2 1/2, in order to limit the amount of revenue to be raised by taxation. The purpose of the legislation was to control the levy of taxes that are assessed to property owners of a Town. The legal levy limit under Proposition 2 1/2 for fiscal year 2020 is as follows:

Legal Levy Limit Under Proposition	
2 1/2 for fiscal year 2020	\$ 5,668,022
Add: Debt Exclusion	83,400
Maximum Allowable Levy	<u>\$ 5,751,422</u>

The total amount raised by taxation was \$5,353,698.

The allowance for uncollectible accounts is estimated based on historical trends and specific account analysis.

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Notes to the Financial Statements**  
**Year Ended June 30, 2020**

**Excise Taxes**

Excise taxes consist of motor vehicle excise. Excise taxes are assessed annually for each vehicle registered in the Town and are recorded as receivables in the fiscal year of levy. The Commonwealth is responsible for reporting the number of vehicles registered and the fair value of those vehicles.

The tax calculation for motor vehicle excise is the fair value of the vehicle multiplied by the \$25 per \$1,000 of value.

The allowance for uncollectibles is estimated and based on historical trends and specific account analysis.

**Departmental**

Departmental consists of ambulance and septic loans.

The ambulance allowance for uncollectibles is estimated and based on historical trends and specific account analysis. The septic loan receivables are considered 100% collectible and, therefore, do not report an allowance for uncollectibles.

**Due from Other Governments**

Various federal and state grants for operating and capital purposes are applied for and received annually. For non-expenditure driven grants, revenue is recognized as soon as all eligibility requirements imposed by the provider have been met. For expenditure driven grants, revenue is recognized when the qualifying expenditures are incurred and all other grant requirements are met.

These receivables are considered 100% collectible and, therefore, do not report an allowance for uncollectibles.

**G. Capital Assets**

The Town has not capitalized and depreciated the cost of fixed assets.

Capital asset costs are recorded as expenditures in the acquiring fund in the fiscal year of the purchase.

**H. Interfund Transfers**

During the course of its operations, resources are permanently reallocated between and within funds. These transactions are reported as operating transfers in and operating transfers out.

In the fund financial statements, operating transfers between and within funds are not eliminated from the individual fund statements and are reported as operating transfers in and operating transfers out.

**I. Deferred Inflows of Resources**

**Fund financial statements**

In addition to liabilities, the governmental funds balance sheet 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 future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Town has only one type of item, which arises only under a modified accrual basis of accounting that qualifies in this category. Accordingly, the item, *unavailable revenue*, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues for the Town's property and excise taxes, departmental receipts and intergovernmental

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Notes to the Financial Statements**  
**Year Ended June 30, 2020**

grants. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

**J. Fund Balances**

In the fund financial statements, governmental funds report aggregate amounts for five classifications of fund balances based on the constraints imposed on the use of those resources.

The nonspendable fund balance classification includes amounts that cannot be spent because they are either (a) not in spendable form – prepaid items or inventories; or (b) legally or contractually required to be maintained intact.

The spendable portion of the fund balance comprises the remaining four classifications: restricted, committed, assigned and unassigned.

*Restricted fund balance.* This classification reflects the constraints imposed on resources either (a) externally by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

*Committed fund balance.* These amounts can only be used for specific purposes pursuant to constraints imposed by formal action of the Town's highest level of decision-making authority, which is the Town meeting action and can be modified or rescinded only through these actions. Committed amounts cannot be used for any other purpose unless the Town removes or changes the specified use by taking the same type of action it employed to previously commit.

*Assigned fund balance.* This classification reflects the amounts constrained by the Town's "intent" to be used for specific purposes, but are neither restricted nor committed. Department heads and Town board/committees have the authority to assign amounts to be used for specific purposes. Assigned fund balances include all remaining amounts (except negative balances) that are reported in governmental funds, other than the General Fund, that are not classified as nonspendable and are neither restricted nor committed.

*Unassigned fund balance.* This fund balance is the residual classification for the General Fund. It is also used to report negative fund balances in other governmental funds.

When the restricted and other fund balance resources are available for use, it is the Town's policy to use restricted resources first, followed by committed, assigned, and unassigned amounts respectively.

**K. Long-term Debt**

The face amount of governmental funds long-term debt is reported as other financing sources.

**L. Pension Benefits**

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 Worcester Regional Retirement System (the System) and the Massachusetts Teachers Retirement System (MTRS) are provided. Additions to and deductions from the fiduciary net position have been determined on the same basis as they are reported by the Systems. For this purpose, benefit payments, including refunds of employee contributions, are recognized when due and payable according with the benefit terms. Investments are reported at their fair value.

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Notes to the Financial Statements**  
**Year Ended June 30, 2020**

**M. Post Retirement Benefits**

In addition to providing pension benefits, health insurance coverage is provided for retired employees and their survivors in accordance with MGL, Chapter 32, on a pay-as-you-go basis. The cost of providing health insurance is recognized by recording the employer's 60% share of insurance premiums in the general fund in the fiscal year paid.

**N. Use of Estimates**

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

**O. Total Column**

The total column on the fund financial statements is presented only to facilitate financial analysis. Data in this column is not the equivalent of consolidated financial information.

**2. DEPARTURE FROM GENERALLY ACCEPTED ACCOUNTING PRINCIPLES**

The significant departures of the financial statements from generally accepted accounting principles are as follows:

The Town has not presented government-wide financial statements to display the financial position and changes in financial position of its governmental activities.

The Town has not implemented GASB Statement No. 34 which requires that the fixed assets be capitalized and depreciated. These include land, land improvements, buildings, vehicles and equipment, and infrastructure asset holdings by the Town.

The Town has not implemented GASB Statement No. 74 and GASB Statement No. 75 which require that an actuarial valuation be performed of post employment benefits paid to Town retirees as well as financial statement disclosures related to that actuarial valuation.

The Town has not presented a Management's Discussion and Analysis as required by accounting principles generally accepted in the United States of America to supplement, although not required to be part of, the basic financial statements.

**3. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

**A. Budgetary Information**

An annual budget is adopted for the Town's General Fund. Although legislative approval is required for the acceptance of grants, capital projects, and borrowing authorizations, annual budgets are not prepared for any other fund; therefore, comparison of budget to actual is only presented for the General Fund.

The Town must establish its property tax rate each year so that the property tax rate levy will comply with the limits established by Proposition 2 1/2, as amended, and also equal the sum of (a) the aggregate of all annual appropriations for expenditures, plus (b) provision for prior year deficits, if any, less (c) the aggregate of all non-property tax revenues estimated to be received, including available funds.

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Notes to the Financial Statements**  
**Year Ended June 30, 2020**

The Town follows these procedures in establishing the General Fund budgetary data as reflected in the financial statements:

- Estimates are submitted by departments.
- The budget is legally enacted by vote at the annual Town meeting.
- Supplemental appropriations may be made from available funds after setting of the tax rate with Town meeting approval.
- Throughout the year appropriations may be transferred between departments with Town meeting approval.

Massachusetts law requires cities and towns to provide for a balanced budget. Section 23 of Chapter 59 of the Massachusetts General Laws states, in part,

"The assessors shall annually assess taxes to an amount not less than the aggregate of all amounts appropriated, granted or lawfully expended by their respective towns (cities) since the preceding annual assessment and not provided for therein . . . "

For fiscal year 2020, the Town incurred a final budget deficit of \$366,212 for the General Fund.

The Town voted from the following sources to fund the deficit budget during the fiscal year:

Unassigned fund balance:	
Free cash votes	\$ 71,600
Prior year deficits	(93,521)
Prior year's encumbrances	388,133
	<hr/>
	\$ 366,212
	<hr/>

**B. Deficit Fund Balances**

The following funds have deficits at June 30, 2020 as measured by the balance of unreserved fund balance.

- The *police station construction*, a capital project and major fund, has a deficit of \$948,736. The Town has an outstanding bond anticipation note for \$949,126. This deficit will be eliminated upon the issuance of permanent debt.
- The *emergency management grants (COVID-19)* special revenue funds have deficits totaling \$4,711. The deficits will be eliminated upon additional receipts or upon the appropriation of funds.
- The *open space recreation plan* special revenue fund has a deficit of \$2,000. The deficit will be eliminated upon additional receipts or upon the appropriation of funds.
- The *Board of Health revolving* special revenue fund has a deficit of \$400. The deficit will be eliminated upon the appropriation of funds.
- The *Police detail revolving* special revenue fund has a deficit of \$5,905. The deficit will be eliminated upon the appropriation of funds.

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Notes to the Financial Statements**  
**Year Ended June 30, 2020**

**4. DETAILED NOTES**

**A. Deposits and Investments**

**Custodial Credit Risks – Deposits**

Custodial credit risk is the risk that in the event of a bank failure, the Town's deposits may not be returned. The government does not have a deposit policy for custodial credit risk. Deposits at June 30, 2020 were \$4,160,570. Of these, none are exposed to custodial credit risk as uninsured and uncollateralized.

**Investment Policies**

Investments of funds, except for trust funds, are generally restricted by Massachusetts General Laws, Chapter 44, Section 55. That statute permits investments of available revenue funds and bond and note proceeds in term deposits and certificates of deposit of banks and trust companies, in obligations issued or unconditionally guaranteed by the federal government or an agency thereof with a maturity of not more than one year, in repurchase agreements with a maturity of not more than 90 days secured by federal or federal agency securities, in participation units in the Massachusetts Municipal Depository Trust ("MMDT"), or in shares in SEC-registered money market funds with the highest possible rating from at least one nationally recognized rating organization.

The MMDT is an investment pool created by the Commonwealth under the supervision of the State Treasurer's office. According to the State Treasurer, the Trust's investment policy is designed to maintain an average weighted maturity of 90 days or less and is limited to high-quality, readily marketable fixed income instruments, including U. S. Government obligations and highly-rated corporate securities with maturities of one year or less. The MMDT is an external investment pool that meets the criteria established under GASB Statement No. 79 to report its investments at amortized cost.

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

Investment Type	Fair Value	Investment Maturities (in Years)	
		Less Than 1	1 to 5
Debt Securities:			
U. S. treasury obligations	\$ 101,186	\$ 41,033	\$ 60,153
U. S. government agencies	97,489	-	97,489
Corporate bonds	283,713	35,432	248,281
Money market mutual fund	21,946	21,946	-
	<u>504,334</u>	<u>\$ 98,411</u>	<u>\$ 405,923</u>
Other Investments:			
Certificate of deposits	110,500		
Equity securities-domestic stocks	197,994		
	<u>\$ 812,828</u>		

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Notes to the Financial Statements**  
**Year Ended June 30, 2020**

**Custodial Credit Risks**

For an investment, custodial risk is the risk that, in the event of the failure of the counterparty, the Town will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. Of the Town's \$812,828 in investments, none are uninsured and unregistered investments for which the securities are held by the counterparty, or by its trust department but not in the Town's name. The Town has no policy on custodial credit risk.

**Interest Rate Risk**

The Town does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

**Credit Risk**

The Town's exposure to credit risk as of June 30, 2020 is as follows:

Related Debt Instruments	Fair Value
<u>Moody's Quality Ratings</u>	
<b>U. S. Treasury Obligations:</b>	
Aaa	\$ 101,186
<b>U. S. Government Agencies:</b>	
Aaa	97,489
<b>Corporate Bonds:</b>	
Aaa	30,229
A1	36,660
A2	67,416
Baa1	73,780
Baa2	75,628
<b>Money Market Mutual Funds:</b>	
Not rated	21,946
	<u>\$ 504,334</u>

**Concentration of Credit Risk**

The Town places no limit on the amount the Town may invest in one issuer. More than 5 percent of the Town's total investments are in the Federal Farm Credit Banks amounting to 9.51% of the Town's total investments.

**Fair Value of Investments**

The Town categorizes its fair value measurements within the fair value hierarchy established by GAAP. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Notes to the Financial Statements**  
**Year Ended June 30, 2020**

The Town has the following recurring fair value measurements as of June 30, 2020:

Investment Type	Fair Value	Fair Value Measurement			
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)	
Investments by Fair Value Level:					
U. S. treasury obligations	\$ 101,186	\$ 101,186	\$ -	\$ -	
U. S. government agencies	97,489	97,489	-	-	
Certificate of deposits	110,500	110,500	-	-	
Equity securities - domestic	197,994	197,994	-	-	
Money market mutual fund	21,946	21,946	-	-	
Corporate bonds	283,713	-	283,713	-	
	\$ 812,828	\$ 529,115	\$ 283,713	\$ -	

Investments classified in Level 1 of the fair value hierarchy are valued using quoted prices in active markets for those securities.

Investments classified in Level 2 are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices.

**B. Receivables**

At June 30, 2020, receivables for the individual major governmental funds, non-major governmental funds and fiduciary funds in the aggregate, including the applicable allowances for uncollectible accounts of the primary government, are as follows:

	Gross Amount	Allowance for Uncollectibles	Net Amount
<b>Major and nonmajor governmental funds:</b>			
Property taxes	\$ 236,189	\$ (924)	\$ 235,265
Tax liens	601,743	-	601,743
Excise taxes	101,294	(48,100)	53,194
User charges	24,158	(500)	23,658
Departmental	113,408	(64,532)	48,876
Due from other governments	541,423	-	541,423
Tax Foreclosures	318,252	-	318,252
	<u>\$ 1,936,467</u>	<u>\$ (114,056)</u>	<u>\$ 1,822,411</u>

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Notes to the Financial Statements**  
**Year Ended June 30, 2020**

The composition of amounts due from other governments as of June 30, 2020 for governmental funds is as follows:

**General Fund:**

**Commonwealth of Massachusetts:**

Department of Veterans Services:

Veterans benefits \$ 50,084

**Nonmajor Governmental Funds:**

**U. S. Department of Agriculture:**

School lunch \$ 4,612

**Commonwealth of Massachusetts:**

Department of Elementary and Secondary Education:

School lunch 45

Department of Revenue:

Coronavirus Relief Fund 13,182

Massachusetts Office on Disability

Municipal grant 33,137

Massachusetts Department of Transportation:

Highway Department - Chapter 90 funds 440,363 491,339

\$ 541,423

**C. Deferred Inflows of Resources – Unavailable Revenue**

Governmental funds report deferred inflows of resources in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. At the end of the current fiscal year, the various components of deferred inflows of resources reported in the governmental funds were as follows:

**General Fund:**

Property taxes \$ 166,065

Tax liens and Tax Foreclosures 919,995

Excise taxes 53,194

Due from other governments 50,084 \$ 1,189,338

**Water Fund:**

User charges 23,658

**Nonmajor Governmental Funds:**

Departmental 41,268

Due from other governments 440,363 481,631

\$ 1,694,627

**D. Interfund Receivables, Payables and Transfers**

Interfund transfers for the fiscal year ended June 30, 2020, are summarized below:

	Transfers In:
	General fund
Transfers Out:	
Nonmajor governmental funds	<u>\$ 485,840</u>

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Notes to the Financial Statements**  
**Year Ended June 30, 2020**

**E. Leases**

The Town has entered into a lease agreement as lessee for financing of the highway roadside mower. The lease agreements qualify as capital leases for accounting purposes and, therefore, have been recorded at the present value of their future minimum lease payments as of the inception date.

The assets acquired through the capital leases are as follows:

<b>Asset:</b>	<b>Governmental Activities</b>
Machinery, Equipment and Other	\$ 47,329
Less: Accumulated Depreciation	(7,888)
Total	<u>\$ 39,441</u>

The future minimum lease obligations and the net present value of these minimum lease payments as of June 30, 2016 are as follows:

<b>Year Ending June 30,</b>	<b>Governmental Activities</b>
2021	\$ 10,473
2022	10,473
2023	10,473
2024	10,473
Total minimum lease payments	41,892
Less: amount representing interest	(4,031)
Present value of minimum lease payments	<u>\$ 37,861</u>

**F. Short-Term Financing**

Under the general laws of the Commonwealth and with the appropriate local authorization the Town is authorized to borrow funds on a temporary basis to (1) fund current operations prior to the collection of revenues, by issuing revenue anticipation notes, (2) fund grants prior to reimbursements, by issuing grant anticipation notes, and (3) fund capital projects costs incurred prior to selling permanent debt by issuing bond anticipation notes.

Details related to the short-term debt activity of the governmental type fund are as follows:

<b>Purpose</b>	<b>Interest Rate</b>	<b>Final Maturity Date</b>	<b>Balance July 1, 2019</b>	<b>Renewed/ Issued</b>	<b>Retired/ Redeemed</b>	<b>Outstanding June 30, 2020</b>
<b>Nonmajor Governmental Funds:</b>						
<b>Bond Anticipation Notes:</b>						
Police Station construction	2.25%	5/15/2020	\$ 1,135,926	\$ -	\$ 1,135,926	\$ -
Police Station construction	1.25%	5/14/2021	-	949,126	-	949,126
<b>Total Governmental Activities</b>			<u>\$ 1,135,926</u>	<u>\$ 949,126</u>	<u>\$ 1,135,926</u>	<u>\$ 949,126</u>

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Notes to the Financial Statements**  
**Year Ended June 30, 2020**

**G. Long Term Debt**

**General Obligation Bonds**

The Town issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for the governmental activities.

General obligation bonds currently outstanding of the governmental type fund are as follows:

	<b>Interest Rate</b>	<b>Date Issued</b>	<b>Final Maturity Date</b>	<b>Original Amount Issued</b>	<b>Outstanding June 30, 2020</b>
<b>Outside Debt:</b>					
Saw Mill Pond Dam Repair #1	2.00%	6/24/2015	6/24/2035	\$ 87,030	\$ 68,405
Saw Mill Pond Dam Repair #2	2.00%	6/24/2015	12/24/2034	86,169	67,728
<b>Massachusetts Clean Water Trust:</b>					
Septic Title V	N/A	11/26/2002	8/1/2020	129,886	7,805
Total governmental type debt					<u>\$ 143,938</u>

**Future Debt Service**

The annual principal and interest payments to retire all governmental type fund general obligation long-term debt outstanding as of June 30, 2020 are as follows:

<b>Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2021	\$ 15,672	\$ 2,878	\$ 18,550
2022	8,024	2,525	10,549
2023	8,186	2,364	10,550
2024	8,350	2,200	10,550
2025	8,518	2,032	10,550
2026-2030	45,228	7,521	52,749
2031-2035	49,960	2,789	52,749
	<u>\$ 143,938</u>	<u>\$ 22,309</u>	<u>\$ 166,247</u>

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Notes to the Financial Statements**  
**Year Ended June 30, 2020**

A summary of the changes in governmental activities liabilities during the year is as follows:

	Balance July 1, 2019	Additions	Reductions	Balance June 30, 2020	Amounts Due within One Year
<b>Governmental activities:</b>					
<b>Bonds Payable:</b>					
General obligation bonds	\$ 143,843	\$ -	\$ 7,710	\$ 136,133	\$ 7,867
Massachusetts Clean Water Trust bonds	15,611	-	7,806	7,805	7,805
<b>Capital lease</b>	-	47,329	9,468	37,861	8,893
<b>Landfill post-closure care costs</b>	102,355	-	9,305	93,050	9,305
<b>Net pension liability</b>	4,401,048	-	231,624	4,169,424	-
Governmental activity					
Long-term liabilities	\$ 4,662,857	\$ 47,329	\$ 265,913	\$ 4,444,273	\$ 33,870

**Massachusetts Clean Water Trust (MCWT)**

The Town is scheduled to be subsidized by the Massachusetts Clean Water Trust (MCWT) on a periodic basis for principal in the amount of \$129,866 and interest costs of \$57,850 for a loan which the Town has borrowed from MCWT. The gross amount outstanding at June 30, 2020 for principal and interest combined for the loans are \$8,000. The net repayments, including interest, are scheduled to be \$7,805. The fiscal year 2020 interest subsidies totaled \$585.

**Landfill Post-Closure Care Costs**

The Town placed a final cover on its landfill site in fiscal year 2001. State and Federal laws and regulations require the Town to perform certain maintenance and monitoring functions of the landfill site for thirty (30) years after closure. The current year expenditures are reported in the General Fund. The estimated total future liability for landfill post-closure care costs is \$93,050.

This estimate is based on an independent evaluation of the cost to perform post-closure care. Actual costs may be higher due to inflation, changes in technology or changes in regulations.

**Legal Debt Limit**

Under Section 10 of Chapter 44 of the Massachusetts General Laws a Town may authorize indebtedness up to a limit of five percent of its equalized valuation of the Town. Debt issued in accordance with this section of the law is designated as being "inside the debt limit." The Town has no inside debt at June 30, 2020.

In addition, the Town is authorized to incur debt outside of that limit for specific purposes. Such debt, when issued, is designated as being "outside the debt limit."

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Notes to the Financial Statements**  
**Year Ended June 30, 2020**

The following is a computation of the legal debt limit as of June 30, 2020:

Equalized Valuation-Real Estate and Personal Property (2020)		\$ 312,533,400
Debt Limit: 5 % of Equalized value		<u>15,626,670</u>
Total Debt Outstanding	\$ 136,133	
Less: Debt Outside Debt Limit	<u>(136,133)</u>	<u>-</u>
Inside Debt Excess Borrowing Capacity at June 30, 2020		<u>\$ 15,626,670</u>

**Loans Authorized and Unissued - Memorandum Only**

Under the general laws of the Commonwealth of Massachusetts a Town must authorize debt at a Town meeting. This authorized debt does not have to be actually issued at that time and remains authorized until the debt is actually issued or Town meeting votes to rescind the authorized debt. Loan authorizations that have not been issued as of June 30, 2020 and are not reflected in the Town's financial statements are as follows:

Date Town Meeting Authorized	Purpose	Amount
6/7/2013	Saw Mill Pond Dam Repair	<u>\$ 6,801</u>

**Overlapping Debt**

The Town pays assessments, which includes debt service payments to other local governmental units providing services within the Town's boundaries (commonly referred to as overlapping debt). The following summary sets forth the long-term debt of the governmental unit, the estimated share of such debt being serviced by the Town and the total of its share of estimated indirect debt.

	Current Year's Long Term Debt	Town's Estimated Share	Town's Estimated Indirect Debt
Tantasqua Regional School District New High School	\$ 3,145,000	14.60%	<u>\$ 459,170</u>

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Notes to the Financial Statements**  
**Year Ended June 30, 2020**

**H. Fund Balances**

The following is a summary of the Governmental fund balances at the year ended June 30, 2020:

	<b>General Fund</b>	<b>Major Funds</b>	<b>Nonmajor Governmental Funds</b>	<b>Total Governmental Funds</b>
Nonspendable:				
Permanent funds	\$ -	\$ -	\$ 155,704	\$ 155,704
Restricted:				
Federal, state and local grants	-	-	109,896	109,896
School revolving funds	-	-	551,074	551,074
Town revolving funds	-	-	265,119	265,119
Donations and gifts	-	-	125,818	125,818
Septic revolving fund	-	-	149,610	149,610
Capital projects	-	-	121,478	121,478
Other	-	-	47,337	47,337
	-	-	1,370,332	1,370,332
Committed:				
Ambulance	-	-	436,708	436,708
Water Fund	-	173,554	-	173,554
	-	173,554	436,708	610,262
Assigned:				
General government	199,618	-	-	199,618
Public safety	47,886	-	-	47,886
Public works	38,229	-	-	38,229
Education	67,378	-	-	67,378
Health and human services	12,500	-	-	12,500
Culture and recreation	22,522	-	-	22,522
Subsequent year's budget	108,395	-	-	108,395
	496,528	-	-	496,528
Unassigned:				
General Fund	1,461,238	-	-	1,461,238
Deficit special revenue funds	-	-	(13,016)	(13,016)
Deficit capital projects:				
Police Station construction fund	-	(948,736)	-	(948,736)
	1,461,238	(948,736)	(13,016)	499,486
Total Governmental fund balances	\$ 1,957,766	\$ (775,182)	\$ 1,949,728	\$ 3,132,312

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Notes to the Financial Statements**  
**Year Ended June 30, 2020**

**I. Special Trust Funds**

**Stabilization Fund**

Massachusetts General Laws, Chapter 40, Section 5B, allows for the establishment of stabilization funds for one or more different purposes. The creation of a fund requires a two-thirds vote of the legislative body and must clearly define the purpose of the fund. Any change to the purpose of the fund along with any additions to or appropriations from the fund requires a two-thirds vote of the legislative body. Any interest shall be added to and become a part of the fund.

At June 30, 2020 the balances in the stabilization funds are reported in the General Fund as unassigned fund balance consisting of the following:

General purpose stabilization fund	\$	471,773
Property stabilization fund		171
Recreation land stabilization fund		12,883
	\$	<u>484,827</u>

**5. OTHER INFORMATION**

**A. Risk Management**

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters. The Town has obtained a variety of commercial liability insurance policies which passes the risk of loss listed above to independent third parties.

Settlement claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

**B. Contingent Liabilities**

**Litigation**

Litigation is subject to many uncertainties, and the outcome of individual matters is not always predictable. Although the amount of the liability, if any, at June 30, 2020, cannot be ascertained, management believes any resulting liability should not materially affect the financial position at June 30, 2020.

The Town has received state and federal grants for specific purposes that are subject to review and audit by the grantor agencies. Such audits could lead to requests for reimbursement to the grantor agency for any expenditure disallowed under the terms of the grant. The amount, if any, of expenditures which may be disallowed cannot be determined at this time, although, based on prior experience, Town management believes such disallowances, if any, will not be material.

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Notes to the Financial Statements**  
**Year Ended June 30, 2020**

**C. COVID-19**

The Covid-19 outbreak in the United States and across the globe has resulted in economic uncertainties. The disruption is expected to be temporary, but there is considerable uncertainty around the duration and scope. The extent of the impact of Covid-19 on our operational and financial performance will depend on certain developments, including the duration and spread of outbreak, impact on our customers, employees, and vendors all of which are uncertain and cannot be predicted. At this point, the extent to which Covid-19 may impact our financial condition or results of operations is uncertain.

**D. Subsequent Events**

Management has evaluated subsequent events through the date the financial statements were available to be issued.

**E. Pension Plan**

**Plan Description**

The Town is a member of the Worcester Regional Retirement System (the System). The System is a cost-sharing multiple-employer public employee retirement system administered by the Worcester Regional Retirement Board (the Board). Massachusetts General Laws (MGL), Chapter 32, assigns authority to establish the System and amend benefit provisions of the plan; which is regulated by the Public Employees Retirement Administration Commission (PERAC). The System is a defined benefit pension plan that covers substantially all employees of its member employers except for current and retired teachers. The System issues a publicly available financial report in accordance with guidelines established by the Commonwealth's PERAC. That report may be obtained by contacting the System at 23 Midstate Drive, Suite 106, Auburn, Massachusetts 01501.

The Town is a member of the Massachusetts Teachers' Retirement System (MTRS), a cost-sharing multi-employer defined benefit plan, to which the Town does not contribute. MTRS is managed by the Commonwealth of Massachusetts (Commonwealth) on behalf of municipal teachers and municipal teacher retirees. The Commonwealth is a nonemployer contributor and is responsible for the contributions and future benefit requirements of the MTRS.

**Special Funding Situation**

The Commonwealth is a nonemployer contributor and is responsible by statute to make all actuarially determined contributions and future benefit requirements on behalf of the Town to the MTRS. Therefore, the Town is considered to be in a special funding situation as defined by GASB Statement No. 68, *Accounting and Financial Reporting for Pensions* and the Commonwealth is a nonemployer contributor in the MTRS. Since the Town does not contribute directly to MTRS, there is no pension liability to recognize. The total of the Commonwealth provided contributions have been allocated based upon each employer's covered payroll to the total covered payroll of employers in MTRS as of the measurement date of June 30, 2019. The Town's portion of the collective pension expense contributed by the Commonwealth of \$893,624 on-behalf payments for the fiscal year ending June 30, 2020 is reported as intergovernmental revenues and employee and pension benefits expenditures in the General Fund as of the measurement date.

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Notes to the Financial Statements**  
**Year Ended June 30, 2020**

**Benefits Provided**

Both the System and MTRS provide retirement, disability, and death benefits to plan members and beneficiaries. Members become vested after 10 years of creditable service and are eligible for retirement allowance benefits up to a maximum of 80% of a member's highest three-year average annual rate of regular compensation. Retirement benefits are determined as a percentage of the member's final three-year (five-year for members hired on or after April 2, 2012) final average compensation times the member's years of creditable service prior to retirement. The percentage is based on the age of the member at retirement and his or her Group classification. The authority for amending these provisions rests with the Massachusetts Legislature.

Employees who resign from service and who are not eligible to receive a retirement allowance or are under the age of 55 are entitled to request a refund of their accumulated total deductions. Survivor benefits are extended to eligible beneficiaries of members whose death occurs prior to or following retirement.

Cost of living adjustments granted between 1981 and 1997 and any increases in other benefits imposed by the Commonwealth's State law during those years are borne by the Commonwealth and are deposited into the pension fund. Cost-of-living adjustments granted after 1997 must be approved by the Board and are borne by the System.

**Contributions**

MGL Chapter 32 governs the contributions of plan members and the Town. Plan members are required to contribute to the System at rates ranging from 5% to 9% based upon their membership date of gross regular compensation with an additional 2% contribution after exceeding \$30,000 in annual covered compensation. The Town is required to pay into the System its share of the system-wide actuarial determined contribution that is apportioned among the employers based on active current payroll. Administrative expenses are funded through investment earnings. The Town's proportionate share of the required contribution to the System for the year ended December 31, 2019 was \$285,203, representing 18.89% of the covered payroll, an actuarially determined amount that, when combined with plan member contributions, is expected to finance the costs of benefits earned by plan members during the year and an additional amount to finance any unfunded accrued liability.

**Pension Liability**

As of June 30, 2020, a reported liability of \$4,169,424 is the Town's proportionate share of the net pension liability as measured as of December 31, 2019. The net pension liability was measured as of December 31, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of January 1, 2018. Accordingly, update procedures were used to roll forward the total pension liability to the measurement 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 members, actuarially determined. At December 31, 2019, the Town's proportional percentage was 0.4684%, which was a slight decrease from the last measurement.

**Pension Expense**

For the year ended June 30, 2020, the Town recognized a pension expense of \$475,844 and reported deferred outflows of resources related to pensions of \$392,883 from the net difference between expected and actual experience, changes in assumptions and change in allocated proportion; and deferred inflows of resources related to pensions of \$329,270 from the net difference between expected and actual experience, the net difference between projected and actual investment earnings and the change in allocated proportion.

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Notes to the Financial Statements**  
**Year Ended June 30, 2020**

The Town's net deferred outflows/(inflows) of resources related to pensions will be recognized in the pension expense as follows:

<b>For years ended June 30,</b>		
	<b>2021</b>	<b>\$ 46,817</b>
	<b>2022</b>	<b>23,644</b>
	<b>2023</b>	<b>12,994</b>
	<b>2024</b>	<b>(27,065)</b>
	<b>Thereafter:</b>	<b>7,223</b>
		<b>\$ 63,613</b>

**Actuarial Assumptions**

The total pension liability was determined by an actuarial valuation as of January 1, 2018, using the following actuarial assumptions, applied to all periods included in the measurement that was updated December 31, 2019:

Valuation date	January 1, 2018
Actuarial cost method	Entry Age Normal
Amortization method	Payment increases 4.0% per year.
Asset valuation method	Market value of assets
Inflation	2.4% per year
Salary increases	Group 1: 4.25% -- 6.00%, based on service Group 4: 4.75% -- 7.00%, based on service
Investment rate of return	7.65%, net of pension plan investment expense, including inflation
Mortality rates	RP-2000 Mortality Table (base year 2009) with full generational mortality improvement using Scale BB. For disabled lives, RP-2000 Mortality Table (base year 2012) with full generational mortality improvement using Scale BB.

**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 weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Notes to the Financial Statements**  
**Year Ended June 30, 2020**

Best estimates of arithmetic real rates of return for each major class included in the pension plan's target asset allocation as of December 31, 2019, are summarized in the following table:

<b>Asset Class</b>	<b>Target Allocation</b>	<b>Long-Term Expected Real Rate of Return</b>
Global Equity	39%	4.68%
Fixed income	23%	1.90%
Private Equity	13%	8.50%
Real Estate	10%	3.70%
Timber/Natural Resources	4%	4.30%
Portfolio Completion Strategies	11%	3.40%
Total	100%	

### Rate of Return

For the year ended December 31, 2019, the annual money-weighted rate of return (which expresses investment performance), net of investment expense was 16.55%. The money-weighted rate of return considers the changing amounts actually invested during a period and weighs the amount of pension plan investments by the proportion of time they are available to earn a return during that period. The rate of return is then calculated by solving, through an iterative process, for the rate that equates the sum of the weighted external cash flows into and out of the pension plan investments to the ending fair value of pension plan investments.

### Discount Rate

The discount rate used to measure the total pension liability was 7.65%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rates and that member employer contributions will be made in accordance with Section 22D and Section 22F of MGL Chapter 32. Based on those assumptions, the System's fiduciary net position was projected to be available to make all projected future benefit payments or current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

### Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the Town's proportionate share of the net pension liability calculated using the discount rate of 7.65%. As well as what the Town's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.65%) or 1-percentage-point higher (8.65%) than the current rate:

	<b>1% Decrease</b>	<b>Current</b>	<b>1% Increase</b>
	<b>6.65%</b>	<b>Discount Rate</b>	<b>8.65%</b>
		<b>7.65%</b>	
Net pension liability	\$ 5,087,783	\$ 4,169,424	\$ 3,393,896

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Notes to the Financial Statements**  
**Year Ended June 30, 2020**

**F. Other Post Employment Benefits Payable**

**GASB Statement No. 74 and GASB Statement No. 75**

Health insurance coverage is provided for retired employees and their survivors in accordance under the provisions Chapter 32B of Massachusetts General Laws. As of June 30, 2020, the Town has not completed the requirements of GASB Statement No. 74 and GASB Statement No. 75 to provide for health care insurance benefits to retirees, their dependents, or their survivors. These benefits are provided through the Town's group insurance plans. The cost of these benefits is included in the total cost of benefits for both active and retired employees. The Town currently has not recorded a liability for Other Post Employment Benefits (OPEB) and, accordingly, has not recorded an expense for the current period change in the OPEB liability for the retiree(s) receiving health care benefits.

**G. Implementation of New GASB Pronouncements**

The GASB issued Statement No. 95, *Postponement of the Effective Dates of Certain Authoritative Guidance*. This pronouncement postponed the effective dates of certain provisions in GASB statements and Implementation Guides that first became effective or are scheduled to be effective for periods beginning after June 15, 2018 or later.

**H. Future GASB Pronouncements**

Management is currently assessing the impact the implementation of the following pronouncements will have on the basic financial statements.

The GASB issued Statement No. 84, *Fiduciary Activities*, for implementation in fiscal year 2021.

The GASB issued Statement No. 87, *Leases*, for implementation in fiscal year 2022.

The GASB issued Statement No. 90, *Majority Equity Interests – an amendment of GASB Statements No. 14 and No. 61*, for implementation in fiscal year 2021.

The GASB issued Statement No. 91, *Conduit Debt Obligations*, for implementation in fiscal year 2023.

The GASB issued Statement No. 93, *Replacement of Interbank Offered Rates*, for implementation in fiscal 2022.

The GASB issued Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, for implementation in fiscal year 2023.

The GASB issued Statement No. 96, *Subscription-Based Information Technology Arrangements*, for implementation in fiscal year 2023.

The GASB issued Statement No. 97, *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans – an amendment of GASB Statements No. 14 and No. 84, and a supersession of GASB Statement No. 32*, for implementation in fiscal year 2021 and 2022.

## **REQUIRED SUPPLEMENTARY INFORMATION**

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Required Supplementary Information**  
**Pension Plan Schedule**  
**Worcester Regional Contributory Retirement System**  
**For the Year Ended June 30, 2020**

The Schedule of Proportionate Share of the Net Pension Liability represents multiyear trend information relating to the Town's proportion of the net pension liability and related ratios.

**Schedule of the Town's Proportionate Share of the Net pension Liability:**

<b>Measurement Date</b>	<b>Town's proportion of the net pension liability (asset)</b>	<b>Town's proportionate share of the net pension liability (asset)</b>	<b>Town's covered employee payroll</b>	<b>Net pension liability percentage of covered employee payroll</b>	<b>Plan fiduciary net position as a percentage of the total pension liability</b>
12/31/2019	0.4684%	\$ 4,169,424	\$ 1,509,835	276.15%	47.36%
12/31/2018	0.4854%	\$ 4,401,048	\$ 1,000,208	440.01%	43.05%
12/31/2017	0.4882%	\$ 3,981,194	\$ 1,075,165	370.29%	46.40%
12/31/2016	0.4452%	\$ 3,728,896	\$ 1,280,552	291.19%	42.00%
12/31/2015	0.4472%	\$ 3,174,137	\$ 1,285,454	246.93%	44.52%
12/31/2014	0.5059%	\$ 3,010,647	\$ 1,236,013	243.58%	47.94%

Note: These schedules are intended to present information for 10 years. Until a 10-year trend is compiled, the information is presented for those years the information is available.

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**Required Supplementary Information**  
**Pension Plan Schedule**  
**Worcester Regional Contributory Retirement System**  
**For the Year Ended June 30, 2020**

The Schedule of the Employer Contributions presents multiyear trend information on the Town's required and actual payments to the pension plan and related ratios.

**Schedule of the Town's Contributions:**

<b>Measurement Date</b>	<b>Actuarially determined contribution</b>	<b>Less: Contributions in relation to the actuarially determined contribution</b>	<b>Contribution deficiency (excess)</b>	<b>Town's covered employee payroll</b>	<b>Contributions percentage of covered employee payroll</b>
12/31/2019	\$ 285,203	\$ (285,203)	\$ -	\$ 1,509,835	18.89%
12/31/2018	\$ 270,221	\$ (270,221)	\$ -	\$ 1,000,208	27.02%
12/31/2017	\$ 247,043	\$ (247,043)	\$ -	\$ 1,075,165	22.98%
12/31/2016	\$ 216,251	\$ (216,251)	\$ -	\$ 1,280,552	16.89%
12/31/2015	\$ 201,170	\$ (201,170)	\$ -	\$ 1,285,454	15.65%
12/31/2014	\$ 199,940	\$ (199,940)	\$ -	\$ 1,236,013	16.18%

Note: These schedules are intended to present information for 10 years. Until a 10-year trend is compiled, the information is presented for those years the information is available.

## **SUPPLEMENTARY SCHEDULES**

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**NON-MAJOR GOVERNMENTAL FUNDS**  
**FOR THE YEAR ENDED JUNE 30, 2020**

	Fund Balances July 1, 2019	Revenues	Expenditures	Other Financing Sources (Uses)	Fund Balances June 30, 2020
<b>Special Revenue:</b>					
<b>Federal and State Grants:</b>					
School Grants	\$ 4,523	\$ 79,566	\$ 47,882	\$ (200)	\$ 36,007
Board of Health Preparedness Grants	3,174	-	-	-	3,174
Community Development Block Grants	51,202	792,849	838,347	-	5,704
Council on Aging Grants	1,241	9,346	10,587	-	-
Cultural Council Grants	2,591	5,400	2,576	-	5,415
Demolition Grant	-	4,255	3,575	-	680
Emergency Management Grants (COVID-19)	-	19,182	23,893	-	(4,711)
Extended Polling Hours	1,191	372	-	-	1,563
Highway Grants	(28,142)	89,457	61,315	-	-
Library Grants	1,049	6,745	3,190	-	4,604
Open Space Recreation Plan	(2,000)	-	-	-	(2,000)
Other Grants and Programs	29,124	723	9,559	-	20,288
Public Safety Grants	16,658	150,302	156,324	427	11,063
Rice Corner Cross Road Culvert Grant	26,563	4,800	15,892	-	15,471
Town Hall ADA Grant	-	33,137	27,211	-	5,926
<b>Schools:</b>					
School Lunch Program	30,756	109,411	108,176	-	31,991
School Lunch Commodities	-	12,598	12,598	-	-
School Revolving	75,823	225,677	213,188	200	88,512
School Choice Revolving	456,313	225,559	251,300	-	430,572
<b>Other:</b>					
Ambulance Fund	625,016	283,532	-	(471,840)	436,708
Board of Health Revolving	(300)	3,250	3,350	-	(400)
Boat Patrol	408	-	-	-	408
C & D Revolving - Landfill	1,053	-	-	(1,053)	-
Cable Access Funds	149,396	44,360	-	(14,000)	179,756
Clean Energy Grant	1,400	-	-	-	1,400
Clean Lakes Fund	8	-	-	-	8
<b>Total Special Revenue Page 39</b>	<b>\$ 1,447,047</b>	<b>\$ 2,100,521</b>	<b>\$ 1,788,963</b>	<b>\$ (486,466)</b>	<b>\$ 1,272,139</b>

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**NON-MAJOR GOVERNMENTAL FUNDS**  
**FOR THE YEAR ENDED JUNE 30, 2020**

	Fund Balances July 1, 2019	Revenues	Expenditures	Other Financing Sources (Uses)	Fund Balances June 30, 2020
<b>Continued from Page 39</b>	\$ 1,447,047	\$ 2,100,521	\$ 1,788,963	\$ (486,466)	\$ 1,272,139
<b>Special Revenue (continued):</b>					
<b>Other (continued):</b>					
Conservation Fund	(89)	-	-	89	-
Dog Pound	1,860	-	-	-	1,860
Gifts and Donations	117,815	9,125	2,175	1,053	125,818
Insurance Reimbursement	3,919	40	40	-	3,919
Law Enforcement Fund	35	-	-	-	35
Planning Board Revolving	2,847	250	270	-	2,827
Police Detail Revolving	(12,825)	81,911	74,991	-	(5,905)
Recreation Revolving	210	15,139	1,494	-	13,855
Rehabilitation Program	53,233	1,464	-	-	54,697
Sale of Lots and Graves	4,750	-	-	-	4,750
Septic Loan Repayment	143,711	14,290	8,391	-	149,610
Transportation Network Company	25	26	-	-	51
Wetlands Fund	2,954	158	296	(516)	2,300
Wire Inspection Fees	-	31,532	26,458	-	5,074
Firemen's Relief Fund	3,206	88	-	-	3,294
Dr. Milman Pease Fund	1,675	47	-	-	1,722
<b>Total Special Revenue Funds</b>	<u>1,770,373</u>	<u>2,254,591</u>	<u>1,903,078</u>	<u>(485,840)</u>	<u>1,636,046</u>
<b>Capital Projects:</b>					
Saw Mill Pond	105,960	-	-	-	105,960
School Construction	5,088	-	-	-	5,088
Town Hall Roof	10,430	-	-	-	10,430
<b>Total Capital Projects Funds</b>	<u>\$ 121,478</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 121,478</u>

**TOWN OF BROOKFIELD, MASSACHUSETTS**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**NON-MAJOR GOVERNMENTAL FUNDS**  
**FOR THE YEAR ENDED JUNE 30, 2020**

	Fund Balances July 1, 2019	Revenues	Expenditures	Other Financing Sources (Uses)	Fund Balances June 30, 2020
<b>Perpetual Permanent Funds:</b>					
Cemetery Perpetual Care Funds	\$ 137,659	\$ 2,400	\$ -	\$ -	\$ 140,059
Flower Fund	1,000	-	-	-	1,000
Library Funds	13,645	1,000	-	-	14,645
<b>Total Perpetual Permanent Funds</b>	<b>152,304</b>	<b>3,400</b>	<b>-</b>	<b>-</b>	<b>155,704</b>
<b>Permanent Funds:</b>					
Cemetery Perpetual Care Funds	25,749	3,702	-	-	29,451
Flower Fund	1,443	67	-	-	1,510
Library Funds	4,999	540	-	-	5,539
<b>Total Permanent Funds</b>	<b>32,191</b>	<b>4,309</b>	<b>-</b>	<b>-</b>	<b>36,500</b>
<b>Total Non-Major Governmental Funds</b>	<b>\$ 2,076,346</b>	<b>\$ 2,262,300</b>	<b>\$ 1,903,078</b>	<b>\$ (485,840)</b>	<b>\$ 1,949,728</b>

**TOWN OF BROOKFIELD, MASSACHUSETTS  
SCHEDULE OF REAL ESTATE AND PERSONAL PROPERTY TAXES  
JULY 1, 2019 TO JUNE 30, 2020**

	Uncollected Taxes July 1, 2019	Commitments	Abatements and Adjustments	Collections Net of Refunds and Overpayments	Uncollected Taxes June 30, 2020	Uncollected Taxes Per Detail June 30, 2020
<b>Real Estate Taxes:</b>						
Levy of 2020	\$ -	\$ 5,214,142	\$ 25,144	\$ 4,999,109	\$ 189,889	\$ 189,889
Levy of 2019	148,282	-	993	113,656	33,633	33,633
Levy of 2018	21,854	-	(6,042)	16,765	11,131	11,131
Levy of 2017	6,377	-	-	6,377	-	-
Levy of 2016	5,211	-	(5)	5,222	(6)	(6)
Prior Years	5,128	-	-	5,128	-	-
	<u>186,852</u>	<u>5,214,142</u>	<u>20,090</u>	<u>5,146,257</u>	<u>234,647</u>	<u>234,647</u>
<b>Personal Property Taxes:</b>						
Levy of 2020	-	139,556	120	139,240	196	196
Levy of 2019	18	-	-	18	-	-
Levy of 2018	(1,813)	-	-	(1,838)	25	25
Levy of 2017	290	-	-	-	290	290
Levy of 2016	436	-	-	(271)	707	707
Prior Years	(229)	-	-	(553)	324	324
	<u>(1,298)</u>	<u>139,556</u>	<u>120</u>	<u>136,596</u>	<u>1,542</u>	<u>1,542</u>
<b>Total Real Estate and Personal Property Taxes</b>	<u>\$ 185,554</u>	<u>\$ 5,353,698</u>	<u>\$ 20,210</u>	<u>\$ 5,282,853</u>	<u>\$ 236,189</u>	<u>\$ 236,189</u>

**TOWN OF BROOKFIELD, MASSACHUSETTS  
SCHEDULE OF MOTOR VEHICLE EXCISE TAXES  
JULY 1, 2019 TO JUNE 30, 2020**

	Uncollected Taxes July 1, 2019		Commitments	Abatements and Adjustments	Collections Net of Refunds and Overpayments	Uncollected Taxes June 30, 2020		Uncollected Taxes Per Detail June 30, 2020
<b>Motor Vehicle Excise Taxes:</b>								
Levy of 2020	\$	-	\$ 454,325	\$ 4,779	\$ 408,073	\$ 41,473	\$	41,473
Levy of 2019		53,166	42,399	5,091	80,059	10,415		10,415
Levy of 2018		14,581	379	437	10,974	3,549		3,549
Levy of 2017		1,856	-	(133)	152	1,837		1,837
Levy of 2016		3,463	-	116	289	3,058		3,058
Prior Years		41,671	-	-	709	40,962		40,962
<b>Total Motor Vehicle Excise Taxes</b>	<b>\$</b>	<b>114,737</b>	<b>\$ 497,103</b>	<b>\$ 10,290</b>	<b>\$ 500,256</b>	<b>\$ 101,294</b>	<b>\$</b>	<b>101,294</b>

**TOWN OF BROOKFIELD, MASSACHUSETTS  
SCHEDULE OF TAX LIENS  
JULY 1, 2019 TO JUNE 30, 2020**

	Uncollected Accounts July 1, 2019	Commitments	Abatements and Adjustments	Collections Net of Refunds and Overpayments	Uncollected Accounts June 30, 2020	Uncollected Accounts Per Detail June 30, 2020
<b>Tax Liens</b>	\$ 652,184	\$ -	\$ -	\$ 50,441	\$ 601,743	\$ 601,743
<b>Tax Foreclosures</b>	\$ 318,252	\$ -	\$ -	\$ -	\$ 318,252	\$ -