

Federal Compliance Audit

# Town of Jay, Maine

June 30, 2020



*Proven Expertise & Integrity*

TOWN OF JAY, MAINE

CONTENTS

JUNE 30, 2020

	PAGE
INDEPENDENT AUDITORS' REPORT	1 - 3
MANAGEMENT'S DISCUSSION AND ANALYSIS	4 - 12
<u>BASIC FINANCIAL STATEMENTS</u>	
GOVERNMENT-WIDE FINANCIAL STATEMENTS	
STATEMENT A - STATEMENT OF NET POSITION	13 - 14
STATEMENT B - STATEMENT OF ACTIVITIES	15 - 16
FUND FINANCIAL STATEMENTS	
STATEMENT C - BALANCE SHEET - GOVERNMENTAL FUNDS	17
STATEMENT D - RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TO THE STATEMENT OF NET POSITION	18
STATEMENT E - STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS	19
STATEMENT F - RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES	20
STATEMENT G - STATEMENT OF NET POSITION - PROPRIETARY FUNDS	21
STATEMENT H - STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION - PROPRIETARY FUNDS	22
STATEMENT I - STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS	23
NOTES TO FINANCIAL STATEMENTS	24 - 62
<u>REQUIRED SUPPLEMENTARY INFORMATION</u>	
REQUIRED SUPPLEMENTARY INFORMATION DESCRIPTION	63
SCHEDULE 1 - BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS - BUDGET AND ACTUAL - GENERAL FUND	64

SCHEDULE 2 - SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY	65
SCHEDULE 3 - SCHEDULE OF CONTRIBUTIONS - PENSION	66
SCHEDULE 4 - SCHEDULE OF CHANGES IN NET OPEB LIABILITY	67
SCHEDULE 5 - SCHEDULE OF CHANGES IN NET OPEB LIABILITY AND RELATED RATIOS	68
SCHEDULE 6 - SCHEDULE OF CONTRIBUTIONS - OPEB	69
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION	70
<u>OTHER SUPPLEMENTARY INFORMATION</u>	
OTHER SUPPLEMENTARY INFORMATION DESCRIPTION	71
SCHEDULE A - BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS - GENERAL FUND REVENUES	72
SCHEDULE B - SCHEDULE OF DEPARTMENTAL OPERATIONS - GENERAL FUND	73 - 74
SCHEDULE C - COMBINING BALANCE SHEET - NONMAJOR GOVERNMENTAL FUNDS	75
SCHEDULE D - COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - NONMAJOR GOVERNMENTAL FUNDS	76
SPECIAL REVENUE FUNDS DESCRIPTION	77
SCHEDULE E - COMBINING BALANCE SHEET - NONMAJOR SPECIAL REVENUE FUNDS	78 - 81
SCHEDULE F - COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - NONMAJOR SPECIAL REVENUE FUNDS	82 - 85
PERMANENT FUNDS DESCRIPTION	86
SCHEDULE G - COMBINING BALANCE SHEET - NONMAJOR PERMANENT FUNDS	87
SCHEDULE H - COMBINING SCHEDULE OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES - NONMAJOR PERMANENT FUNDS	88

GENERAL CAPITAL ASSETS DESCRIPTION	89
SCHEDULE I - SCHEDULE OF GENERAL CAPITAL ASSETS BY FUNCTION	90
SCHEDULE J - SCHEDULE OF CHANGES IN GENERAL CAPITAL ASSETS BY FUNCTION	91
<u>FEDERAL COMPLIANCE</u>	
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS	92
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS	93
INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <i>GOVERNMENT AUDITING STANDARDS</i>	94 - 95
INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE	96 - 98
SCHEDULE OF FINDINGS AND QUESTIONED COSTS	99



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## INDEPENDENT AUDITORS' REPORT

Selectboard  
Town of Jay  
Jay, Maine

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, business-type activities, each major fund and the aggregate remaining fund information of the Town of Jay, Maine, as of and for the year ended June 30, 2020 and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

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

### Auditors' Responsibility

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

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

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

### Opinions

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

### Other Matters

#### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information and pension and OPEB information on pages 4 through 12 and 64 through 70 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Jay, Maine's basic financial statements. The Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - General Fund Revenues, Schedule of Departmental Operations - General Fund, combining and individual nonmajor fund financial statements and capital asset schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and is also not a required part of the basic financial statements.

The Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - General Fund Revenues, Schedule of Departmental Operations - General Fund, combining and individual nonmajor fund financial statements, capital asset schedules and the schedule of expenditures of federal awards are the responsibility of management and were derived from and related directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - General Fund Revenues, Schedule of Departmental Operations - General Fund, combining and individual nonmajor fund financial statements, capital asset schedules and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 15, 2020, on our consideration of the Town of Jay, Maine's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Jay, Maine's internal control over financial reporting and compliance.

*RHR Smith & Company*

Buxton, Maine  
December 15, 2020

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

**(UNAUDITED)**

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

**Financial Statement Overview**

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

**Basic Financial Statements**

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

**Government-Wide Financial Statements**

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

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

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



Both of the above-mentioned financial statements have separate columns for the two different types of Town activities. The types of activities presented for the Town of Jay are:

- *Governmental activities* – The activities in this section are mostly supported by taxes and intergovernmental revenues (federal and state grants). Most of the Town's basic services are reported in governmental activities, which include general government, public safety, public works, transfer station, recreation and library, education, insurance, TIF and unclassified.
- *Business-type activities* – These activities are normally intended to recover all or a significant portion of their costs through user fees and/or charges to external users for goods and/or services. These activities for the Town of Jay include the Sewer Fund.

### **Fund Financial Statements**

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town of Jay, like other local governments, uses fund accounting to ensure and demonstrate compliance with financial related legal requirements. All of the funds of the Town of Jay can be divided into two categories: governmental funds and proprietary funds.

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

Because the focus of governmental funds is narrower than that of government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities. These reconciliations are presented on the page immediately following each governmental fund financial statement.

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

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

*Proprietary Funds:* The Town of Jay maintains one proprietary fund, the sewer fund. This fund is used to show activities that operate more like those of commercial enterprises. Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. Like the government-wide financial statements, proprietary fund financial statements use the accrual basis of accounting. No reconciliation is needed between the government-wide financial statements for business-type activities and the proprietary fund financial statements.

### **Notes to the Financial Statements**

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

### **Required Supplementary Information**

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

### **Other Supplementary Information**

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

### **Government-Wide Financial Analysis**

Our analysis below focuses on net position and the changes in net position of the Town's governmental and business-type activities. The Town's total net position for governmental activities increased by \$788,801 from \$16,751,782 to \$17,540,583. The Town's total net position for business-type activities increased by \$207,181 from a deficit balance of \$251,215 to a deficit balance of \$44,034.

Unrestricted net position - the part of net position that can be used to finance day-to-day operations without constraints established by debt covenants, enabling legislation or other legal requirements - increased for governmental activities to a balance of \$8,696,034 at the end of this year. Unrestricted net position for business-type activities decreased to a deficit balance of \$3,994,330.

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

	Governmental Activities		Business-type Activities	
	2020	2019 (Restated)	2020	2019
<b>Assets:</b>				
Current Assets	\$ 9,611,940	\$ 8,852,563	\$ 93,148	\$ 76,647
Noncurrent Assets				
Capital Assets	8,615,287	8,680,764	4,669,933	1,928,521
Other Assets	307,998	359,331	-	-
Total Assets	18,535,225	17,892,658	4,763,081	2,005,168
<b>Deferred Outflows of Resources:</b>				
Deferred Outflows Related to Pensions	153,445	161,991	-	-
Deferred Outflows Related to OPEB	11,119	4,875	-	-
Total Deferred Inflows of Resources	164,564	166,866	-	-
<b>Liabilities:</b>				
Current Liabilities	103,753	158,649	4,190,283	1,379,413
Noncurrent Liabilities	758,212	846,625	616,832	876,970
Total Liabilities	861,965	1,005,274	4,807,115	2,256,383
<b>Deferred Inflows of Resources:</b>				
Prepaid taxes	12,551	3,155	-	-
Deferred Amount on Pensions	205,365	188,358	-	-
Deferred Amount on OPEB	79,325	110,955	-	-
Total Deferred Inflows of Resources	297,241	302,468	-	-
<b>Net Position:</b>				
Net Investment in Capital Assets	8,615,287	8,680,764	887,988	929,079
Restricted: Special Revenue	229,262	219,919	-	-
Permanent Fund	751	17,848	-	-
Unrestricted (Deficit)	8,695,283	7,833,251	(932,022)	(1,180,294)
Total Net Position	\$ 17,540,583	\$ 16,751,782	\$ (44,034)	\$ (251,215)

**Table 2**  
**Town of Jay, Maine**  
**Change in Net Position**  
**For the Years Ended June 30,**

	<u>Governmental Activities</u>		<u>Business-type Activities</u>	
	<u>2020</u>	<u>2019 (Restated)</u>	<u>2020</u>	<u>2019</u>
<b>Revenues</b>				
<i>Program Revenues:</i>				
Charges for services	\$ 206,251	\$ 254,210	\$ 508,923	\$ 475,085
Operating grants and contributions	197,166	271,774	-	-
<i>General Revenues:</i>				
Property taxes	9,668,614	10,337,297	-	-
Excise taxes	829,244	845,142	-	-
Grants and contributions not restricted to specific programs	1,622,096	1,354,902	-	-
Miscellaneous	226,805	119,380	-	32,800
<b>Total Revenues</b>	<u>12,750,176</u>	<u>13,182,705</u>	<u>508,923</u>	<u>507,885</u>
<b>Expenses</b>				
General government	473,753	424,412	-	-
Public safety	1,423,857	1,299,736	-	-
Public works	2,221,032	1,780,741	-	-
Transfer station	41,295	51,772	-	-
Recreation and library	174,386	148,140	-	-
Education	6,206,281	5,706,027	-	-
County tax	708,146	768,537	-	-
Insurance	100,516	89,540	-	-
TIF	40,513	-	-	-
Interest expense	6,365	-	-	-
Unallocated depreciation (Note 4)	40,742	40,069	-	-
Sewer department	-	-	657,434	594,069
Unclassified	168,797	1,498,171	-	-
<b>Total Expenses</b>	<u>11,605,683</u>	<u>11,807,145</u>	<u>657,434</u>	<u>594,069</u>
Transfers	<u>(355,692)</u>	<u>(352,670)</u>	<u>355,692</u>	<u>352,670</u>
Change in Net Position	788,801	951,841	207,181	266,486
Net Position - July 1, Restated	<u>16,751,782</u>	<u>15,799,941</u>	<u>(251,215)</u>	<u>(517,701)</u>
Net Position - June 30	<u>\$ 17,540,583</u>	<u>\$ 16,751,782</u>	<u>\$ (44,034)</u>	<u>\$ (251,215)</u>

## Revenues and Expenses

Revenues for the Town's governmental activities decreased by 3.28%, while total expenses decreased by 0.98%. The largest decreases in revenues were in operating grants, charges for services and property taxes. The largest decrease in expenses was in unclassified.

Revenues for the Town's business-type activities increased by 0.20%, while total expenses increased by 10.67%.

### Financial Analysis of the Town's Fund Statements

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

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

	2020	2019	Increase/ (Decrease)
General Fund:			
Nonspendable	\$ -	\$ 293	\$ (293)
Assigned	222,763	218,585	4,178
Unassigned	6,694,925	5,966,264	728,661
Total General Fund	\$ 6,917,688	\$ 6,185,142	\$ 732,546
Nonmajor Funds:			
Special revenue funds:			
Restricted	\$ 229,262	\$ 219,919	\$ 9,343
Committed	2,177,128	2,130,713	46,415
Permanent funds:			
Nonspendable	17,500	17,500	-
Restricted	751	348	403
Total Nonmajor Funds	\$ 2,424,641	\$ 2,368,480	\$ 56,161

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

*Proprietary funds:* The Town's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

The sewer fund, a proprietary fund had a deficit net position for the current year of \$44,034. This was an increase of \$207,181 from the prior year.

## Budgetary Highlights

There were differences between the original and final budget for the general fund. Minor differences consist of budget adjustments made by the town resulting from town meeting results, adjustments to departments or applied receipts and use of unassigned fund balance.

The general fund actual revenues were over budget by \$199,447. This was a result of all revenue categories except for property taxes being receipted over budgeted amounts.

The general fund actual expenditures were under budget by \$533,098. All expenditure categories were within or under budget.

## Capital Asset and Debt Administration

### Capital Assets

As of June 30, 2020, the net book value of capital assets recorded by the Town increased by \$2,675,935 when compared to the prior year. This increase is the result of capital additions of \$3,600,941 less current year depreciation expense of \$668,303 and capital deletions of \$482,014 less those deletions' accumulated depreciation of \$225,311.

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

	<b>2020</b>	<b>2019 (Restated)</b>
Land and nondepreciable assets	\$ 777,118	\$ 777,118
Buildings, building and land improvements	1,654,488	1,758,103
Furniture and fixtures	363	726
Machinery and equipment	265,293	291,494
Vehicles	1,110,678	924,549
Infrastructure	9,194,134	6,334,060
Construction in progress	283,146	523,235
Total	<u>\$ 13,285,220</u>	<u>\$ 10,609,285</u>

### Debt

At June 30, 2020, the Town had \$1,027,635 in bonds outstanding versus \$1,358,773 last year, a decrease of 24.02%. Refer to Note 8 of Notes to Financial Statements for more detailed information.

## **Economic Factors and Next Year's Budgets and Rates**

To further promote and ensure the financial well-being and fiscal stability of the Town, the Jay Selectboard adopted an Unassigned Fund Balance Policy in August of 2012. The Town's management designed the policy around maintaining an appropriate level of Unassigned Fund Balance with the intent to provide a source of funding for unforeseen emergencies, cash flow to offset the need for borrowing in anticipation of tax receipts and evidence to the Town's bondholders and bond rating agencies of financial stability and credit worthiness. Funds may also be used with the approval of a special or annual Town Meeting.

The policy requires that the target balance for unassigned fund balance consist of three tiers:

1. A minimum level of unassigned fund balance level equal to 60-days of the current year's approved expense appropriation for the municipal budget (or the approved municipal budget divided by the number of calendar days in that year, multiplied by 60 days).
2. A target level of unassigned fund balance equal to 90-days of the current year's approved expense appropriation for the municipal budget (or the approved municipal budget divided by the number of calendar days in that year, multiplied by 90 days).
3. A maximum level of unassigned fund balance level equal to 90-days of the current year's approved expense appropriation for the municipal budget (or the approved municipal budget divided by the number of calendar days in that year, multiplied by 90 days).

The policy also includes a provision for the suggested utilization of excess funds as an offset to the budgetary impact on the Town's mil rate or for other valid purposes which benefit the taxpayer including response to emergency funding needs. All uses of excess unassigned fund balance must receive prior Town Meeting approval.

### **Currently Known Facts, Decisions or Conditions**

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

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

## **Requests for Information**

This financial report is designed to provide our citizens, taxpayers, customers and investors and creditors with a general overview of the Town's finances and to show the Town's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Town Finance Department at 340 Main Street, Jay, Maine 04239.



## TOWN OF JAY, MAINE

STATEMENT OF NET POSITION  
JUNE 30, 2020

	Governmental Activities	Business-type Activities	Total
<b>ASSETS</b>			
Current assets:			
Cash and cash equivalents	\$ 7,330,203	\$ 236	\$ 7,330,439
Investments	902,260	-	902,260
Accounts receivable (net of allowance for uncollectibles):			
Taxes	200,413	63,267	263,680
Liens	91,936	29,645	121,581
Other	80,039	-	80,039
Internal balances	1,007,089	(1,007,089)	-
Total current assets	<u>9,611,940</u>	<u>(913,941)</u>	<u>8,697,999</u>
Noncurrent assets:			
Receivable for long-term debt obligations from RSU No. 73	307,998	-	307,998
Capital assets:			
Non depreciable assets	1,032,829	3,107,134	4,139,963
Depreciated assets net of accumulated depreciation	7,582,458	1,562,799	9,145,257
Total noncurrent assets	<u>8,923,285</u>	<u>4,669,933</u>	<u>13,593,218</u>
<b>TOTAL ASSETS</b>	<u>18,535,225</u>	<u>3,755,992</u>	<u>22,291,217</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred outflows of resources related to pensions	153,445	-	153,445
Deferred outflows of resources related to OPEB	11,119	-	11,119
<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>	<u>164,564</u>	<u>-</u>	<u>164,564</u>
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES</b>	<u>\$ 18,699,789</u>	<u>\$ 3,755,992</u>	<u>\$ 22,455,781</u>

STATEMENT A (CONTINUED)  
TOWN OF JAY, MAINE

STATEMENT OF NET POSITION  
JUNE 30, 2020

	Governmental Activities	Business-type Activities	Total
<b>LIABILITIES</b>			
Current liabilities:			
Accounts payable	\$ 18,949	\$ 14,546	\$ 33,495
Accrued payroll	26,513	3,535	30,048
Due to other governments	6,958	-	6,958
Bond anticipation note payable	-	3,062,308	3,062,308
Current portion of long-term obligations	51,333	102,805	154,138
Total current liabilities	<u>103,753</u>	<u>3,183,194</u>	<u>3,286,947</u>
Noncurrent liabilities:			
Noncurrent portion of long-term obligations:			
Bonds payable	256,665	616,832	873,497
Accrued compensated absences	20,766	-	20,766
Net pension liability	415,644	-	415,644
Net OPEB liability	65,137	-	65,137
Total noncurrent liabilities	<u>758,212</u>	<u>616,832</u>	<u>1,375,044</u>
<b>TOTAL LIABILITIES</b>	<u>861,965</u>	<u>3,800,026</u>	<u>4,661,991</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Prepaid taxes	12,551	-	12,551
Deferred inflows of resources related to pensions	205,365	-	205,365
Deferred inflows of resources related to OPEB	79,325	-	79,325
<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>	<u>297,241</u>	<u>-</u>	<u>297,241</u>
<b>NET POSITION</b>			
Net investment in capital assets	8,615,287	887,988	9,503,275
Restricted: Special Revenue Funds	229,262	-	229,262
Unrestricted (deficit)	8,695,283	(932,022)	7,763,261
<b>TOTAL NET POSITION</b>	<u>17,540,583</u>	<u>(44,034)</u>	<u>17,496,549</u>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND NET POSITION</b>	<u>\$ 18,699,789</u>	<u>\$ 3,755,992</u>	<u>\$ 22,455,781</u>

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

## TOWN OF JAY, MAINE

STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2020

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business- type Activities	Total
Governmental activities:							
General government	\$ 473,753	\$ 32,819	\$ -	\$ -	\$ (440,934)	\$ -	\$ (440,934)
Public safety	1,423,857	97,914	31,891	-	(1,294,052)	-	(1,294,052)
Public works	2,221,032	59,025	165,275	-	(1,996,732)	-	(1,996,732)
Transfer station	41,295	16,493	-	-	(24,802)	-	(24,802)
Recreation and library	174,386	-	-	-	(174,386)	-	(174,386)
Education	6,206,281	-	-	-	(6,206,281)	-	(6,206,281)
County tax	708,146	-	-	-	(708,146)	-	(708,146)
Insurance	100,516	-	-	-	(100,516)	-	(100,516)
TIF	40,513	-	-	-	(40,513)	-	(40,513)
Interest expense	6,365	-	-	-	(6,365)	-	(6,365)
Unallocated depreciation*	40,742	-	-	-	(40,742)	-	(40,742)
Unclassified	168,797	-	-	-	(168,797)	-	(168,797)
<b>Total governmental activities</b>	<b>11,605,683</b>	<b>206,251</b>	<b>197,166</b>	<b>-</b>	<b>(11,202,266)</b>	<b>-</b>	<b>(11,202,266)</b>
Business-type activities:							
Sewer department	657,434	508,923	-	-	-	(148,511)	(148,511)
<b>Total business-type activities</b>	<b>657,434</b>	<b>508,923</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(148,511)</b>	<b>(148,511)</b>
<b>Total government</b>	<b>\$ 12,263,117</b>	<b>\$ 715,174</b>	<b>\$ 197,166</b>	<b>\$ -</b>	<b>(11,202,266)</b>	<b>(148,511)</b>	<b>(11,350,777)</b>

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

## TOWN OF JAY, MAINE

STATEMENT OF ACTIVITIES (CONTINUED)  
FOR THE YEAR ENDED JUNE 30, 2020

	<u>Governmental Activities</u>	<u>Business- type Activities</u>	<u>Total</u>
Changes in net position:			
Net (expense) revenue	<u>(11,202,266)</u>	<u>(148,511)</u>	<u>(11,350,777)</u>
General revenues:			
Taxes:			
Property taxes, levied for general purposes	9,668,614	-	9,668,614
Excise taxes	829,244	-	829,244
Grants and contributions not restricted to specific programs	1,622,096	-	1,622,096
Miscellaneous	226,805	-	226,805
Transfers - internal activities	<u>(355,692)</u>	<u>355,692</u>	<u>-</u>
Total general revenues and transfers	<u>11,991,067</u>	<u>355,692</u>	<u>12,346,759</u>
Change in net position	788,801	207,181	995,982
NET POSITION - JULY 1, RESTATED	<u>16,751,782</u>	<u>(251,215)</u>	<u>17,422,203</u>
NET POSITION - JUNE 30	<u>\$ 17,540,583</u>	<u>\$ (44,034)</u>	<u>\$ 18,418,185</u>

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

## TOWN OF JAY, MAINE

BALANCE SHEET - GOVERNMENTAL FUNDS  
JUNE 30, 2020

	General Fund	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>			
Cash and cash equivalents	\$ 6,006,709	\$ 1,323,494	\$ 7,330,203
Investments	-	902,260	902,260
Accounts receivable (net of allowance for uncollectibles):			
Taxes	200,413	-	200,413
Liens	91,936	-	91,936
Other	80,039	-	80,039
Due from other funds	1,025,238	217,036	1,242,274
<b>TOTAL ASSETS</b>	<b>\$ 7,404,335</b>	<b>\$ 2,442,790</b>	<b>\$ 9,847,125</b>
<b>LIABILITIES</b>			
Accounts payable	\$ 18,949	\$ -	\$ 18,949
Accrued payroll	26,513	-	26,513
Due to other governments	6,958	-	6,958
Due to other funds	217,036	18,149	235,185
<b>TOTAL LIABILITIES</b>	<b>269,456</b>	<b>18,149</b>	<b>287,605</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Deferred tax revenues	204,640	-	204,640
Prepaid taxes	12,551	-	12,551
<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>	<b>217,191</b>	<b>-</b>	<b>217,191</b>
<b>FUND BALANCES</b>			
Nonspendable	-	17,500	17,500
Restricted	-	230,013	230,013
Committed	-	2,177,128	2,177,128
Assigned	222,763	-	222,763
Unassigned	6,694,925	-	6,694,925
<b>TOTAL FUND BALANCES</b>	<b>6,917,688</b>	<b>2,424,641</b>	<b>9,342,329</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>	<b>\$ 7,404,335</b>	<b>\$ 2,442,790</b>	<b>\$ 9,847,125</b>

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

## TOWN OF JAY, MAINE

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

	<u>Total Governmental Funds</u>
Total Fund Balances	\$ 9,342,329
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds, net of accumulated depreciation	8,615,287
Long-term assets are not available in the current period and therefore are not reported as assets in the funds:	
Receivable for long-term debt obligations from RSU No. 73	307,998
Other long-term assets are not available to pay for current-period expenditures and therefore are deferred in the funds shown above:	
Taxes and liens receivable	204,640
Deferred outflows of resources are not financial resources and therefore are not reported in the funds:	
Pension	153,445
OPEB	11,119
Long-term obligations are not due and payable in the current period and therefore are not reported in the funds:	
Bonds payable	(307,998)
Accrued compensated absences	(20,766)
Net pension liability	(415,644)
Net OPEB liability	(65,137)
Deferred inflows of resources are not financial resources and therefore are not reported in the funds:	
Pension	(205,365)
OPEB	<u>(79,325)</u>
Net position of governmental activities	<u>\$ 17,540,583</u>

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

## TOWN OF JAY, MAINE

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

	General Fund	Other Governmental Funds	Total Governmental Funds
<b>REVENUES</b>			
Property taxes	\$ 9,653,235	\$ -	\$ 9,653,235
Excise taxes	829,244	-	829,244
Intergovernmental	1,622,096	197,166	1,819,262
Charges for services	206,251	-	206,251
Miscellaneous revenues	127,313	99,492	226,805
<b>TOTAL REVENUES</b>	<b>12,438,139</b>	<b>296,658</b>	<b>12,734,797</b>
<b>EXPENDITURES</b>			
Current:			
General government	442,247	81,698	523,945
Public safety	1,351,011	47,962	1,398,973
Public works	1,610,270	251,354	1,861,624
Transfer station	-	18,521	18,521
Recreation and library	174,386	-	174,386
Education	6,154,948	-	6,154,948
County tax	708,146	-	708,146
Insurance	100,516	-	100,516
Tax increment financing agreement	40,513	-	40,513
Unclassified	166,666	2,131	168,797
Debt service:			
Principal	51,333	-	51,333
Interest	6,365	-	6,365
Capital outlay	-	382,331	382,331
<b>TOTAL EXPENDITURES</b>	<b>10,806,401</b>	<b>783,997</b>	<b>11,590,398</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>1,631,738</b>	<b>(487,339)</b>	<b>1,144,399</b>
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers in	-	543,500	543,500
Transfers (out)	(899,192)	-	(899,192)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(899,192)</b>	<b>543,500</b>	<b>(355,692)</b>
<b>NET CHANGE IN FUND BALANCES</b>	<b>732,546</b>	<b>56,161</b>	<b>788,707</b>
<b>FUND BALANCES - JULY 1</b>	<b>6,185,142</b>	<b>2,368,480</b>	<b>8,553,622</b>
<b>FUND BALANCES - JUNE 30</b>	<b>\$ 6,917,688</b>	<b>\$ 2,424,641</b>	<b>\$ 9,342,329</b>

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

## TOWN OF JAY, MAINE

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

Net change in fund balances - total governmental funds (Statement E)	<u>\$ 788,707</u>
Amounts reported for governmental activities in the Statement of Activities (Statement B) are different because:	
Governmental funds report capital outlays as expenditures while governmental activities report depreciation expense allocated to those expenditures over the life of the assets:	
Capital asset acquisitions	521,242
Capital asset disposals	(9,999)
Depreciation expense	<u>(576,720)</u>
	<u>(65,477)</u>
Revenues in the Statement of Activities that do not provide current financial resources are not reported.	
Taxes and liens receivable	<u>15,379</u>
Receivable for long-term debt obligations from RSU No. 73	<u>(51,333)</u>
Deferred outflows of resources are a consumption of net position by the government that are applicable to a future reporting period and therefore are not reported in the funds:	
Pension	(8,546)
OPEB	<u>6,244</u>
	<u>(2,302)</u>
Repayment of long-term debt principal is an expenditure in the governmental funds, but the repayment reduces long-term obligations in the Statement of Net Position	
	<u>51,333</u>
Some expenses reported in the Statement of Activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds:	
Accrued compensated absences	(4,941)
Net pension liability	43,661
Net OPEB liability	<u>(849)</u>
	<u>37,871</u>
Deferred inflows of resources are an acquisition of net position by the government that are applicable to a future reporting period and therefore are not reported in the funds:	
Pension	(17,007)
OPEB	<u>31,630</u>
	<u>14,623</u>
Change in net position of governmental activities (Statement B)	<u><u>\$ 788,801</u></u>

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



## TOWN OF JAY, MAINE

STATEMENT OF NET POSITION - PROPRIETARY FUNDS  
JUNE 30, 2020

	Business-type Activities Enterprise Funds Sewer Department
<b>ASSETS</b>	
Current assets:	
Cash and cash equivalents	\$ 236
Accounts receivable (net of allowance for uncollectibles):	
Taxes	63,267
Liens	29,645
Total current assets	<u>93,148</u>
Noncurrent assets:	
Capital assets:	
Construction in progress	3,079,699
Land and buildings	1,324,435
Vehicles, machinery and equipment	190,094
Infrastructure	6,214,311
Total capital assets	<u>10,808,539</u>
Less: accumulated depreciation	<u>(6,138,606)</u>
Net capital assets	<u>4,669,933</u>
Total noncurrent assets	<u>4,669,933</u>
<b>TOTAL ASSETS</b>	<u>\$ 4,763,081</u>
<b>LIABILITIES</b>	
Current liabilities:	
Accounts payable	\$ 14,546
Accrued payroll	3,535
Due to other funds	1,007,089
Bond anticipation note payable	3,062,308
Bonds payable, current portion	102,805
Total current liabilities	<u>4,190,283</u>
Noncurrent liabilities:	
Noncurrent portion of long-term obligations:	
Bonds payable, net of current portion	<u>616,832</u>
Total noncurrent liabilities	<u>616,832</u>
<b>TOTAL LIABILITIES</b>	<u>4,807,115</u>
<b>NET POSITION</b>	
Net investment in capital assets	887,988
Unrestricted	(932,022)
<b>TOTAL NET POSITION</b>	<u>(44,034)</u>
<b>TOTAL LIABILITIES AND NET POSITION</b>	<u>\$ 4,763,081</u>

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

## TOWN OF JAY, MAINE

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
 PROPRIETARY FUNDS  
 FOR THE YEAR ENDED JUNE 30, 2020

	Business-type Activities Enterprise Funds <hr/> Sewer Department <hr/>
OPERATING REVENUES	
Charges for services	\$ 508,923
TOTAL OPERATING REVENUES	<hr/> 508,923 <hr/>
OPERATING EXPENSES	
Payroll and related benefits	160,690
Treatment fees	214,562
Repairs and maintenance	6,000
Supplies	130,141
Utilities	39,310
Depreciation	91,583
Other	13,235
TOTAL OPERATING EXPENSES	<hr/> 655,521 <hr/>
OPERATING INCOME (LOSS)	<hr/> (146,598) <hr/>
NONOPERATING REVENUES (EXPENSES)	
Transfers in	355,692
Interest expense	(1,913)
TOTAL NONOPERATING REVENUES (EXPENSES)	<hr/> 353,779 <hr/>
NET CHANGE IN NET POSITION	207,181
NET POSITION - JULY 1	<hr/> (251,215) <hr/>
NET POSITION - JUNE 30	<hr/> \$ (44,034) <hr/>

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

## STATEMENT I

## TOWN OF JAY, MAINE

STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS  
FOR THE YEAR JUNE 30, 2020

	Business-type Activities Enterprise Funds <u>Sewer Department</u>
CASH FLOWS FROM OPERATING ACTIVITIES	
Receipts from customers	\$ 492,654
Payments to suppliers	(390,007)
Payments to employees	(158,998)
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	<u>(56,351)</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES	
Transfer in from general fund - debt service	295,042
Transfer in from general fund - capital contribution	60,650
Purchases of capital assets	(3,079,699)
Principal payments on bonds and notes payable	(279,805)
Interest payments on bonds and notes payable	(1,913)
Bond anticipation note payable addition	3,062,308
NET CASH PROVIDED (USED) BY CAPITAL AND RELATED FINANCING ACTIVITIES	<u>56,583</u>
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	232
CASH AND CASH EQUIVALENTS - JULY 1	<u>4</u>
CASH AND CASH EQUIVALENTS - JUNE 30	<u>\$ 236</u>
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES:	
Operating income (loss)	\$ (146,598)
Adjustments to reconcile operating income to net cash provided (used) by operating activities:	
Depreciation expense	91,583
Changes in operating assets and liabilities:	
(Increase) decrease in accounts receivable	(16,269)
(Decrease) increase in accounts payable	13,305
(Decrease) increase in accrued payroll	1,692
(Decrease) increase in due to other funds	(64)
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	<u>\$ (56,351)</u>

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

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

**Reporting Entity**

The Town of Jay was incorporated under the laws of the State of Maine. The Town operates under the Selectboard-manager form of government and provides the following services: general government services, public safety, public works, transfer station, education, recreation and unclassified.

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

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

**COVID-19 Outbreak**

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

In response to the health crisis created by COVID-19 since early March, the Governor of Maine issued multiple executive orders and declarations to protect the public health in an effort to reduce community spread of the virus and protect citizens. These measures have included, among others, closing or restricting access to certain business and activities, issuing a "stay at home" directive for most citizens, restricting nonessential travel and limiting movement of all persons in Maine to those necessary to obtain or provide essential services or activities. As of the date of this report, the state of emergency was extended to November 27, 2020 and may be further extended if circumstances warrant. While steps toward reopening the State have begun, the speed and scope of the reopening process will depend upon progress toward limiting the continued spread of the disease.

*Impact on and Results of Operations*

On March 17, 2020 Maine LD 2167 was issued and executed by the Governor of Maine. Among other measures, this LD gave guidance concerning municipal budgets and

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

the election process during the state of emergency. The Town of Jay needed to postpone Town Meeting. In accordance with Executive Order 39, issued by the Governor of Maine on April 10, 2020, primary elections (and all applicable dates in coordination with it) were suspended from June 9 to July 14. Town Meeting was held July 14, 2020 with in person voting at RSU 73 Elementary School. RSU 73's vote was supposed to be the same day but due to an error in their warrant they had to reschedule it to August 18th

In accordance with Executive Order 19, issued by the Governor of Maine on March 24, 2020, Town facilities were temporarily closed to the public and all nonessential services to its inhabitants were suspended from March 18, 2020 to May 18, 2020. The Transfer Station remained open but suspended accepting recyclables. The contractor for curbside pick up continued to operate. On May 18th the Town Office and Police department lobbies were re-opened to the public, with limitations to numbers of customers and requirement of facial coverings. The other department offices remained closed to the public (highway garage, transfer station office, etc.).

*Unemployment rates*

Town office staff continued to report to work, separating most departments into 2 teams, rotating onsite and remote work through April. The Public Works department rotated one week on and one week off through April (utilizing the 40 hours of COVID leave). The police department remained fully staffed, with those who were able to work from home, doing so. Beginning in May employees began to transition back into the workplace full time.

*Tax and excise tax 60-day deferred revenue extended*

Closures and/or reduced hours of Town facilities have provided limited ability for some taxpayers to remit payments for property and excise taxes that generally would have occurred during the current fiscal year. Executive Order 53, issued by the Governor of Maine on May 12, 2020 (and corrected on May 26 and June 26) allowed municipal officers to extend both tax due dates and interest dates for the fiscal year 2019 property taxes due as well as the option to delay property tax lien filing dates until after the state of emergency has expired. In consideration of the Town's actions in accordance with this Executive Order, the Town determined that revenue recognition for these revenues, as well as certain excise taxes, will be extended for this one fiscal year from the normal 60-day period to a 90-day period from the date of the fiscal year end.

*Impact on Finances*

The Town does not currently anticipate any additional FY 2020 expenditures due to COVID-19 that would not be covered by existing resources including authorized

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Coronavirus, Aid, Relief and Economic Security (“CARES”) Act funding and applicable Federal and /or State programs.

*Expected Federal/State Support*

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

*Conclusion*

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

**Implementation of New Accounting Standards**

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

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

The effective dates of certain provisions contained in the following pronouncements are postponed by one year: Statement No. 84, Fiduciary Activities; Statement No. 89, Accounting for Interest Cost Incurred before the End of a Construction Period; Statement No. 90, Majority Equity Interests; Statement No. 91, Conduit Debt Obligations; Statement No. 92, Omnibus 2020; Statement No. 93, Replacement of Interbank Offered Rates; Implementation Guide No. 2017-3, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions (and Certain Issues Related to OPEB Plan Reporting); Implementation Guide No. 2018-1, Implementation Guidance Update-2018;

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

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

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

Management has determined the impact of these updates are not material to the financial statements.

**Government-Wide and Fund Financial Statements**

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

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

Both the government-wide and fund financial statements categorize primary activities as governmental. The Town categorizes all activities of the entity as governmental.

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

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

the interfund activity has been eliminated from these government-wide financial statements.

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

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

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

**Measurement Focus - Basic Financial Statements and Fund Financial Statements**

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

1. Governmental Funds:

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

Major Fund

- a. The General Fund is the general operating fund of the Town. It is used to account for all financial resources except those required to be accounted for in another fund.

Nonmajor Funds

- b. Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.
- c. Permanent Funds are used to account for assets held by the Town that are legally restricted pursuant to Title 30-A, §5653 of the Maine State Statutes, as amended and unless otherwise specified, only earnings and not principal,



TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

may be used for purposes that benefit the Town or its citizenry. The Town's policy for authorizing and spending investment income follows State statutes.

2. Proprietary Funds:

The focus of proprietary fund measurement is upon determination of operating income, changes in net position, financial position and cash flows. The generally accepted accounting principles applicable are those similar to businesses in the private sector. Operating revenues include charges for services, intergovernmental reimbursements and other miscellaneous fees which are a direct result of the proprietary activity. Nonoperating revenues are any revenues which are generated outside of the general proprietary activity, i.e. interest income. The following is a description of the proprietary funds of the Town:

- a. Enterprise Funds are required to be used to account for operations for which a fee is charged to external users for goods or services and the activity (a) is financed with debt that is solely secured by a pledge of net revenues, (b) has third party requirements that the cost of providing services, including capital costs, be recovered with fees and charges or (c) established fees and charges based on a pricing policy designed to recover similar costs.

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

**Basis of Accounting**

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

1. Accrual

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

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Modified Accrual

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

**Budget**

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

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

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

**Deposits and Investments**

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

It is the Town's policy to value investments at fair value. None of the Town's investments are reported at amortized cost. For the statement of cash flows purposes, all highly liquid investments with a maturity of three months or less when purchased are considered to be cash equivalents. The Town Treasurer is authorized by State Statutes to invest all excess funds in the following:

- Obligations of the U.S. Government, its agencies and instrumentalities

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

- Certificates of deposits and other evidences of deposits at banks, savings and loan associations and credit unions
- Repurchase agreements
- Money market mutual funds

**Receivables**

Receivables include amounts due from governmental agencies. All receivables are current and therefore due within one year. Receivables are reported net of an allowance for uncollectible accounts and revenues net of uncollectibles. Allowances are reported when accounts are proven to be uncollectible. Allowances for uncollectible accounts netted with accounts receivable were \$80,039 for the year ended June 30, 2020. The allowance for uncollectible amounts is estimated to be \$0 as of June 30, 2020.

**Interfund Receivables and Payables**

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as "due to/from other funds". While these balances are reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Any residual balances outstanding between governmental activities and business-type activities are reported in the governmental-wide financial statements as "internal balances".

**Transactions Between Funds**

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

**Capital Assets**

Capital assets purchased or acquired with an original cost of \$5,000 or more are reported at historical cost or estimated historical cost. Contributed assets are reported at fair market value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Infrastructure such as streets, traffic signals and signs are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the estimated useful lives.

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

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

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

Estimated useful lives are as follows:

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

**Long-term Obligations**

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

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

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

**Pension**

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 Participating Local District (PLD) Consolidated Plan and additions to/deductions from the PLD Consolidated Plan's fiduciary net position have been determined on the same basis as they are reported by the PLD Consolidated Plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

**OPEB**

For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, management received and relied on an actuarial report provided to them by the Maine Municipal Employees Health Trust

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

(MMEHT), which determined the Town's fiduciary net position as a single employer defined benefit plan based on information provided solely by MMEHT to complete the actuarial report. Additions to/deductions from the MMEHT OPEB Plan's fiduciary net position have been determined on the same basis as they are reported by MMEHT. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms.

**Net Position**

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

**Fund Balance**

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

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

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

**Committed** - This includes amounts that can be used only for specific purposes determined by a formal action of the inhabitants of the Town. The inhabitants of the Town through Town meetings are the highest level of decision-making authority of the Town. Commitments may be established, modified or rescinded only through a Town meeting vote.

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

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

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

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

**Deferred Outflows and Inflows of Resources**

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

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

**Revenue Recognition - Property Taxes - Modified Accrual Basis**

The Town's property tax for the current year was levied August 21, 2019 on the assessed value listed as of April 1, 2019, for all real and personal property located in the

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Town. Taxes were due in two installments on October 1, 2019 and April 1, 2020. Interest on unpaid taxes commenced on October 2, 2019 and April 2, 2020, at 7% per annum.

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

The Town is permitted by the laws of the State of Maine to levy taxes up to 105% of its net budgeted expenditures for the related fiscal period. The amount raised in excess of 100% is referred to as overlay and amounted to \$222,763 for the year ended June 30, 2020.

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

**Program Revenues**

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

**Operating/Nonoperating Proprietary Fund Revenues**

Operating revenues consist mainly of direct revenue sources and/or charges for services applicable to that fund's ongoing operations. All revenue and expenses not meeting this definition are reported as nonoperating revenues and expenses.

**Encumbrance Accounting**

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

**Use of Estimates**

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

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 2 - DEPOSITS AND INVESTMENTS

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

**Deposits:**

Custodial credit risk for deposits is the risk that, in the event of a failure of a depository financial institution, the Town will not be able to recover its deposits. However, the Town maintains deposits in qualifying financial institutions that are a member of the FDIC or NCUSIF as defined in Title 30-A, Section 5706 of the Maine Revised Statutes. At June 30, 2020, the Town's cash balances amounting to \$7,330,439 were comprised of bank deposits of \$7,450,182. Bank deposits and cash equivalents are adjusted primarily by outstanding checks and deposits in transit to reconcile to the Town's cash and cash equivalents balance. Of these bank deposits, \$5,928,740 were fully insured by federal depository insurance and consequently not exposed to custodial credit risk. The remaining deposits of \$1,521,442 were collateralized with securities held by the financial institution in the Town's name.

<u>Account Type</u>	<u>Bank Balance</u>
Checking accounts	\$ 10,740
NOW accounts	120,543
Insured sweep	1,521,442
ICS	5,797,457
	<u>\$ 7,450,182</u>

**Investments:**

Custodial credit risk for investments is that, in the event of failure of the counterparty, the Town will not be able to recover the value of its investments or collateral securities that are in possession of an outside party.

Interest rate risk – is the risk that changes in interest rates will adversely affect the fair value of an investment. The Town does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from fluctuations in interest rates. Certificates of deposit held with local financial institutions for \$902,260 are excluded from interest rate risk as these investments are considered held to maturity and are therefore not measured at fair value.



TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 2 - DEPOSITS AND INVESTMENTS (CONTINUED)

At June 30, 2020, the Town's investments of \$902,260 of certificates of deposit were fully insured by federal depository insurance and consequently were not exposed to custodial credit risk.

Credit risk – Statutes for the State of Maine authorize the Town to invest in obligations of the U.S. Treasury, agencies and instrumentalities, other states and Canada, provided such securities are rated within the three highest grades by an approved rating service of the State of Maine, corporate stocks and bonds within statutory limits, financial institutions, mutual funds and repurchase agreements. Generally, the Town invests excess funds in cash management accounts and various insured certificates of deposit.

NOTE 3 - INTERFUND RECEIVABLES AND PAYABLES

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

	Receivables (Due from)	Payables (Due to)
General fund	\$ 1,025,238	\$ 217,036
Nonmajor special revenue funds	217,036	18,149
Enterprise fund	-	1,007,089
	<u>\$ 1,242,274</u>	<u>\$ 1,242,274</u>

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

NOTE 4 - INTERFUND TRANSFERS

Interfund transfers at June 30, 2020 consisted of the following:

	Transfers From	Transfers To
General fund	\$ 899,192	\$ -
Enterprise fund	-	355,692
Nonmajor Special Revenue Funds	-	543,500
	<u>\$ 899,192</u>	<u>\$ 899,192</u>

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 4 - INTERFUND TRANSFERS (CONTINUED)

Interfund transfers are the results of legally authorized activity and are considered to be in the course of normal operations. Significant transfers that occurred were from the General Fund to the Enterprise fund, Highway department, Paving reserve and Route 4 project.

NOTE 5 - CAPITAL ASSETS

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

	Balance, 7/1/19 (Restated)	Additions	Disposals	Balance, 6/30/20
<u>Governmental activities</u>				
Non-depreciated assets:				
Land	\$ 749,683	\$ -	\$ -	\$ 749,683
Construction in progress	276,531	6,615	-	283,146
	<u>1,026,214</u>	<u>6,615</u>	<u>-</u>	<u>1,032,829</u>
Depreciated assets:				
Land improvements	62,000	-	-	62,000
Buildings	3,068,618	-	-	3,068,618
Building improvements	457,245	-	-	457,245
Furniture and fixtures	2,792	-	-	2,792
Machinery and equipment	2,863,261	25,749	-	2,889,010
Vehicles	2,879,445	293,029	(235,310)	2,937,164
Infrastructure	9,730,873	195,849	-	9,926,722
	<u>19,064,234</u>	<u>514,627</u>	<u>(235,310)</u>	<u>19,343,551</u>
Less: accumulated depreciation	<u>(11,409,684)</u>	<u>(576,720)</u>	<u>225,311</u>	<u>(11,761,093)</u>
	<u>7,654,550</u>	<u>(62,093)</u>	<u>(9,999)</u>	<u>7,582,458</u>
Net capital assets	<u>\$ 8,680,764</u>	<u>\$ (55,478)</u>	<u>\$ (9,999)</u>	<u>\$ 8,615,287</u>

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 5 - CAPITAL ASSETS (CONTINUED)

	Balance, 7/1/19	Additions	Disposals	Balance, 6/30/20
<u>Business-type activities</u>				
Non-depreciated assets:				
Land	\$ 27,435	\$ -	\$ -	\$ 27,435
Construction in progress	246,704	3,079,699	(246,704)	3,079,699
	<u>274,139</u>	<u>3,079,699</u>	<u>(246,704)</u>	<u>3,107,134</u>
Depreciated assets:				
Land improvements	64,000	-	-	64,000
Buildings	1,144,000	-	-	1,144,000
Building improvements	89,000	-	-	89,000
Machinery and equipment	115,066	-	-	115,066
Vehicles	75,028	-	-	75,028
Infrastructure	6,214,311	-	-	6,214,311
	<u>7,701,405</u>	<u>-</u>	<u>-</u>	<u>7,701,405</u>
Less: accumulated depreciation	(6,047,023)	(91,583)	-	(6,138,606)
	<u>1,654,382</u>	<u>(91,583)</u>	<u>-</u>	<u>1,562,799</u>
Net capital assets	<u>\$ 1,928,521</u>	<u>\$ 2,988,116</u>	<u>\$ (246,704)</u>	<u>\$ 4,669,933</u>
<u>Current year depreciation</u>				
Police				\$ 14,074
Fire				78,749
Highway				420,381
Recycling				18,423
Town-wide				40,742
Transfer station				4,351
Subtotal governmental depreciation				<u>576,720</u>
Sewer Department				91,583
Subtotal business-type depreciation				<u>91,583</u>
Total depreciation expense				<u>\$ 668,303</u>

NOTE 6 - LONG-TERM RECEIVABLE

As of July 1, 2011, the Jay School Department became a member of Regional School Unit (RSU) No. 73. The RSU Plan requires that the RSU be responsible for payment of all school-related long-term debt on behalf of the Town. As of June 30, 2020, a long-term receivable has been recorded for \$307,998, which represents school-related general obligation bonds of \$307,998. The State of Maine Department of Education is responsible for paying approximately 87 percent of the debt service on general obligation bonds directly to the Maine Municipal Bond Bank. The remaining debt service for bonds is paid by the RSU.

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 7 - SHORT-TERM DEBT

On November 7, 2018, the Town issued a bond anticipation note through Androscoggin Bank in anticipation of a bond. The note allowed principal draws up to \$3,900,000 at 3.41% interest with a maturity date of November 30, 2020. This note was paid off with the following Maine Municipal Bond Bank BAN:

On January 15, 2019, the Town issued a bond anticipation note through Maine Municipal Bond Bank in anticipation of a bond. The note allowed principal draws up to \$3,900,000 at 3.41% interest with a maturity date of November 30, 2020.

A summary of the short-term debt for the year ended June 30, 2020 is as follows:

	Balance, 7/1/19	Additions	Deletions	Balance, 6/30/20
BAN (Androscoggin)	\$ 246,700	\$ 456,440	\$ (703,140)	\$ -
BAN (MMBB)	-	3,062,307	-	3,062,307
<b>Totals</b>	<u>\$ 733,572</u>	<u>\$ 3,518,747</u>	<u>\$ (703,140)</u>	<u>\$ 3,062,307</u>

NOTE 8 - LONG-TERM DEBT

The following is a summary of changes in the long-term debt for the year ended June 30, 2020:

	Balance, 7/1/19	Additions	Deletions	Balance, 6/30/20	Current Portion
<b>Governmental activities:</b>					
Bonds payable	<u>\$ 359,331</u>	<u>\$ -</u>	<u>\$ (51,333)</u>	<u>\$ 307,998</u>	<u>\$ 51,333</u>
<b>Business-type activities:</b>					
Bonds payable	<u>\$ 999,442</u>	<u>\$ -</u>	<u>\$ (279,805)</u>	<u>\$ 719,637</u>	<u>\$ 102,805</u>

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 8 - LONG-TERM DEBT (CONTINUED)

The following is a summary of bonds outstanding as of June 30, 2020:

**Governmental activities:**

\$770,000, 2011 General Obligation Bond due in annual principal payments and semiannual interest payments through November 2025. Interest is charged at a fixed rate ranging from 2.125% to 5.625%.

\$ 307,998

Total governmental activities

\$ 307,998

**Business-type activities:**

\$824,442, 2016 General Obligation Bond due in annual installments and semiannual interest intallments through September 2026. Interest is charged at a fixed rate of 1.00%

719,637

Total business-type activities

\$ 719,637

The following is a summary of outstanding bond principal and interest requirements for the following fiscal years ending June 30:

	Governmental Activities		Business-type Activities		Total Debt Service
	Bonds Payable		Bonds Payable		
	Principal	Interest	Principal	Interest	
2021	\$ 51,333	\$ 11,286	102,805	\$ 8,006	\$ 173,430
2022	51,333	8,398	102,805	7,749	170,285
2023	51,333	5,511	102,805	7,491	167,140
2024	51,333	3,125	102,805	3,681	160,944
2025	51,333	2,001	102,805	6,839	162,978
2026-2030	51,333	3,372	205,612	14,541	274,858
	<u>\$ 307,998</u>	<u>\$ 33,693</u>	<u>\$ 719,637</u>	<u>\$ 48,307</u>	<u>\$ 1,109,635</u>

No interest costs were capitalized during the period. The amount of interest costs incurred and charged to business-type activities expense for the year ended June 30, 2020 was \$1,913.

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

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 9 - OTHER LONG-TERM OBLIGATIONS

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

	Balance, 7/1/19	Additions	Deletions	Balance, 6/30/20	Current Portion
Accrued compensated absences	\$ 15,825	\$ 4,941	\$ -	\$ 20,766	\$ -
Net pension liability	459,305	-	(43,661)	415,644	-
Net OPEB liability	64,288	849	-	65,137	-
	<u>\$ 539,418</u>	<u>\$ 5,790</u>	<u>\$ (43,661)</u>	<u>\$ 501,547</u>	<u>\$ -</u>

Refer to Notes 10, 16 and 18 for more detailed information regarding other long-term obligations.

NOTE 10 - ACCRUED COMPENSATED ABSENCES

The Town's policies regarding paid time off does permit employees to accumulate limited earned but unused leave. The liability for accrued compensated absences is recorded as long-term obligations in the government-wide financial statements. In the fund financial statements, governmental funds report only the compensated absence liability payable from expendable available financial resources, while the proprietary funds report the liability as it is incurred. As of June 30, 2020, the Town's liability for compensated absences is \$20,766.

NOTE 11 - NONSPENDABLE FUND BALANCE

The Town has the following nonspendable fund balance at June 30, 2020:

Nonmajor Permanent Funds (Schedule G)	<u>\$ 17,500</u>
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NOTE 12 - RESTRICTED FUND BALANCES

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

Nonmajor Special Revenue Funds (Schedule E)	<u>\$ 229,262</u>
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TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 13 - COMMITTED FUND BALANCES

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

Nonmajor Special Revenue Funds (Schedule E)	<u>\$ 2,177,128</u>
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NOTE 14 - ASSIGNED FUND BALANCE

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

General Fund: FY 21 budget	<u>\$ 222,763</u>
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NOTE 15 - RISK MANAGEMENT

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Town participates in a public entity risk pool sponsored by the Maine Municipal Association. The Maine Municipal Association Group Risk Pool is a state-chartered pool established exclusively for Maine municipalities. The pool provides certain property, liability, fidelity and vehicle coverage. If the assets of the pool are at any time actuarially determined to be insufficient to enable the pool to discharge its legal obligations, other obligations and actuarially sound reserves, the pool has the power to make up the deficiency by the levy of a prorated assessment. There have been no deficiencies during the past three years and management believes that no deficiency exists at June 30, 2020.

The Town is a member of the Maine Municipal Association - Property and Casualty Pool and pays an annual premium for its coverage. Under the property portion of the policy, coverage is provided after a per occurrence deductible is met. The limit of coverage for liability claims brought under the Maine Tort Claims Act is \$400,000 per occurrence. A \$2,000,000 limit of liability is provided for liability claims outside the Maine Tort Claims Act. There is no aggregate liability limit. Coverage for Public Officials Liability, including Employment Practices, is a part of the program. Coverage is on an occurrence basis, rather than a "claims made" form. A \$2,000,000 limit of liability is provided for all claims for Wrongful Acts seeking monetary damages pursuant to federal or state law for which the Maine Tort Claims Act does not provide immunity or limitations. Each member has a \$4,000,000 annual aggregate limit. An annual sublimit of \$100,000 per member applies for all back wages and/or future salary awards for employment related claims, subject to a \$5,000 retention and a 10% contribution by the member.

The Town is also a member of the Maine Municipal Association – Worker Compensation Trust Fund ("Fund"). The Fund was created to formulate, develop and

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 15 - RISK MANAGEMENT (CONTINUED)

administer a program of modified self-funding for the Fund's membership, obtain lower costs for worker's compensation coverage and develop a comprehensive loss control program. The Town pays an annual premium to the fund for its worker's compensation coverage. The Town's agreement with the Fund provides that the fund will be self-sustaining through member premiums and will provide, through commercial companies' reinsurance contracts, coverage for claims in excess of \$1,000,000.

NOTE 16 - DEFINED BENEFIT PENSION PLAN

MAINE PUBLIC EMPLOYEES RETIREMENT SYSTEM

PARTICIPATING LOCAL DISTRICT CONSOLIDATED PLAN

**Plan Description**

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

**Benefits Provided**

The Maine Public Employees Retirement System provides retirement and disability benefits, annual cost-of-living adjustments and death benefits to plan members and beneficiaries. The System's retirement programs provide defined retirement benefits based on members' average final compensation and service credit earned as of retirement. Vesting (i.e., eligibility for benefits upon reaching qualification) occurs upon the earning of five years of service credit (effective October 1, 1999, the prior ten-year requirement was reduced by legislative action to five years for employees of PLDs). In some cases, vesting occurs on the earning of one year of service credit immediately preceding retirement at or after normal retirement age. For PLD members, normal retirement age is 60. The monthly benefit of members who retire before normal retirement age by virtue of having at least 25 years of service credit is reduced by a statutorily prescribed factor for each year of age that a member is below her/his normal retirement age at retirement. The System also provides disability and death benefits which are established by contract with PLD employers under applicable statutory provisions. As of June 30, 2019, there were 307 employers in the plan.



TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 16 - DEFINED BENEFIT PENSION PLAN (CONTINUED)

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

**Contributions**

Retirement benefits are funded by contributions from members and employers and by earnings on investments. Disability and death benefits are funded by employer normal cost contributions and by investment earnings. The Town's 2C plan members are required to contribute 8.0% of their annual covered salary and the Town's AC plan members are also required to contribute 8.1% of their annual salary. The Town is required to contribute at an actuarially determined rate. The current rate is 10.6% for the 2C plan and 10.0% for the AC plan of covered payroll. The contribution rates of plan members and the Town are established and may be amended by the Maine Public Employee Retirement Systems advisory group. The Town's contribution to the MainePERS PLD Consolidated Plan for the year ended June 30, 2020 was \$83,182.

**Pension Liabilities**

*PLD Consolidated Plan*

At June 30, 2020, the Town reported a liability of \$415,644 for its proportionate share of the net pension liabilities for the plan. The net pension liabilities were measured as of June 30, 2019, and the total pension liabilities used to calculate the net pension liabilities was determined by an actuarial valuation as of that date. The Town's proportion of the net pension liabilities were based on a projection of the Town's long-term share of contributions to each pension plan relative to the projected contributions of all PLDs, actuarially determined. At June 30, 2019, the Town's proportion was 0.13598%, which was a decrease of 0.03185% from its proportion measured as of June 30, 2018.

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

For the year ended June 30, 2020, the Town recognized total pension expense of \$65,074 for the PLD plan. At June 30, 2020, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 16 - DEFINED BENEFIT PENSION PLAN (CONTINUED)

	PLD Plan	
	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 49,213	\$ 104,108
Changes of assumptions	21,050	-
Net difference between projected and actual earnings on pension plan investments	-	-
Changes in proportion and differences between contributions and proportionate share of contributions	-	101,257
Contributions subsequent to the measurement date	83,182	-
<b>Total</b>	<b>\$ 153,445</b>	<b>\$ 205,365</b>

\$83,182 reported as deferred outflows of resources related to pensions resulting from Town contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

	PLD Plan
Plan year ended June 30:	
2020	\$ (35,483)
2021	(68,729)
2022	(30,823)
2023	(66)
2024	-
Thereafter	-

**Actuarial Methods and Assumptions**

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

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 16 - DEFINED BENEFIT PENSION PLAN (CONTINUED)

*Actuarial Cost Method*

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

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

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

*Asset Valuation Method*

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

*Amortization*

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

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

*Investment Rate of Return* - 6.75% per annum for the year ended June 30, 2019, compounded annually.

*Salary Increases, Merit and Inflation* - 2.75% to 9.00% per year

*Mortality Rates* - For active members and non-disabled retirees of the PLD Consolidated and State Employee and Teacher Plans, the RP2014 Total Dataset.

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 16 - DEFINED BENEFIT PENSION PLAN (CONTINUED)

Healthy Annuitant Mortality Table, for males and females, is used. For all recipients of disability benefits, the RP2014 Total Dataset Disabled Annuitant Mortality Table, for males and females, is used.

*Cost of Living Benefit Increases - 1.91%*

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

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

*Discount Rate*

The discount rate used to measure the collective total pension liability was 6.75% for 2019 for the Plan. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that employer and non-employer entity contributions will be made at contractually required

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 16 - DEFINED BENEFIT PENSION PLAN (CONTINUED)

rates, actuarially determined. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments to current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

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

	1% Decrease	Discount Rate	1% Increase
<u>PLD Plan:</u>			
Discount rate	5.75%	6.75%	7.75%
Town's proportionate share of the net pension liability	\$ 419,800	\$ 415,644	\$ 411,488

**Changes in Net Pension Liability**

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

*Differences between Expected and Actual Experience*

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

*Differences between Expected and Actual Investment Earnings*

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

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 16 - DEFINED BENEFIT PENSION PLAN (CONTINUED)

*Changes in Assumptions*

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

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

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

**Pension Plan Fiduciary Net Position**

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

NOTE 17 - DEFERRED COMPENSATION PLANS

INTERNATIONAL CITY/COUNTY MANAGEMENT RETIREMENT CORPORATION

**Plan Description**

The Town contributes to a deferred compensation plan created in accordance with Internal Revenue Service Code Section 457 through the International City/County Management Association Retirement Corporation (ICMA-RC). The plan, available to Town employees as part of a collective bargaining agreement, Town management and professional level employees, permits them to defer a portion of their salary, in addition to

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 17 - DEFERRED COMPENSATION PLANS (CONTINUED)

Town contributions, until future years. The deferred compensation is not available to employees until termination, retirement, death or unforeseen emergency.

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

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

**Funding Policy**

The contribution requirements of plan members and the Town are established and may be amended by the Town's Selectboard. The Town will contribute 1% of annual salary for professional level employees that participate in the Town's defined benefit plan. For professional employees that choose to participate in the 457 plan alone, the Town will contribute an amount equal to the required employer contribution for the defined benefit plan plus 1.00%. For the Town's office workers, highway and police department employees that choose not to join the Town's defined benefit plan, the Town will contribute an amount up to 5.3% of their annual salary.

The Town's contributions to the plan including employee contributions for 2020, 2019 and 2018 were \$64,866, \$60,721 and \$152,586, respectively. These amounts include loans.

MAINE PUBLIC EMPLOYEES RETIREMENT SYSTEM - 457 DEFERRED  
COMPENSATION PLAN

**Plan Description**

The Town contributes to a deferred compensation plan created in accordance with Internal Revenue Service Code Section 457 through the Maine Public Employees Retirement System (MainePERS). The plan, available to Town employees as part of a collective bargaining agreement, Town management and professional level employees, permits them to defer a portion of their salary, in addition to Town contributions, until future years. The deferred compensation is not available to employees until termination, retirement, death or unforeseen emergency.

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 17 - DEFERRED COMPENSATION PLANS (CONTINUED)

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

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

**Funding Policy**

The contribution requirements of plan members and the Town are established and may be amended by the Town's Selectboard. The Town will contribute 1% of annual salary for professional level employees that participate in the Town's defined benefit plan. For professional employees that choose to participate in the 457 plan alone, the Town will contribute an amount equal to the required employer contribution for the defined benefit plan plus 1.00%. For the Town's office workers, highway and police department employees that choose not to join the Town's defined benefit plan, the Town will contribute an amount up to 5.3% of their annual salary. The employee's and the Town's matching contribution vests 100% with the employee when contributed.

The Town's contributions to the plan including employee contributions for 2020, 2019 and 2018 were \$2,055, \$2,205 and \$1,973, respectively.

NOTE 18 - OTHER POST EMPLOYMENT BENEFIT (OPEB) PLAN

MAINE MUNICIPAL EMPLOYEES HEALTH TRUST

**Plan Description**

The Town and Town retirees contribute to the Town's OPEB Plan with the Maine Municipal Employees Health Trust (MMEHT), a single employer defined benefit plan. Contributions and membership in this Plan are voluntary and may be terminated at any time by the Town and/or the Town retirees. MMEHT is a fully funded, self-insured trust which provides benefits to municipal and quasi-municipal organizations and county governments and acts as the agent to the Town concerning administration of this Plan. Title 24-A Chapter 81 of the Maine Revised Statutes Annotated authorizes the regulation of MMEHT as a Multiple Employer Welfare Arrangement by the State of Maine Bureau of Insurance. Benefits and plans are designed and governed by MMEHT participants and are administered by a number of third-party administrators contracted by MMEHT. No assets are accumulated in a trust that meets the criteria of paragraph 4 of GASB



TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 18 - OTHER POST EMPLOYMENT BENEFIT (OPEB) PLAN (CONTINUED)

Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. MMEHT issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by MMEHT at (800) 852-8300.

**Benefits Provided**

This Plan provides medical/prescription drug benefits during retirement to Medicare and non-Medicare retirees and their surviving spouses with varying levels of benefits determined by voluntary plan selection by the retiree as well as applicable Medicare statutes and regulations. The Plan also provides an automatic life insurance benefit of \$2,000 to participants which includes a surviving spouse benefit for the same. The employee must meet the minimum requirement of age 55 with at least 5 years of service at retirement to be eligible for the Plan. The retiree must enroll when first eligible and continue coverage without interruption.

**Employees Covered by Benefit Terms**

At January 1, 2020, the following employees were covered by the benefit terms:

Active members	4
Retirees and spouses	<u>2</u>
Total	<u><u>6</u></u>

**Contributions**

Retiree and spouse premium amounts are funded by the retiree at the rate for the coverage elected by the retiree. Premium rates are those determined by the MMEHT's Board of Trustees to be actuarially sufficient to pay anticipated claims. Premiums for retiree life insurance coverage are factored into the premiums paid for basic coverage. Retirees and spouses must contribute 100% of the premium amounts. Medical benefits are provided for the life of the retiree and surviving spouses.

**Retiree Premium Amounts**

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

<u>Pre-Medicare</u>	<u>Single Coverage</u>	<u>Family Coverage</u>
PPO 500	\$1,029.25	\$2,309.71
<u>Medicare</u>		
Medicare-Eligible Retirees	\$589.25	\$1,178.50

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 18 - OTHER POST EMPLOYMENT BENEFIT (OPEB) PLAN (CONTINUED)

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

At June 30, 2020, the Town reported a liability of \$65,137 for its total OPEB liability for this Plan. The total OPEB liability was measured as of January 1, 2020 and was determined by an actuarial valuation as of that date. The Town's total OPEB liability was based on the Entry Age Normal Actuarial Cost Method which does not reflect future changes in benefits, subsidies, penalties, taxes or administrative costs that may be required as a result of the Patient Protection and Affordable Care Act of 2010 (ACA) related legislation and regulations.

For the year ended June 30, 2020, the Town recognized OPEB revenue of \$34,300. At June 30, 2020, the Town reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	MMEHT	
	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	\$ 74,269
Changes of assumptions	8,394	5,056
Net difference between projected and actual earnings on OPEB plan investments	-	-
Changes in proportion and differences between contributions and proportionate share of contributions	-	-
Contributions subsequent to the measurement date	2,725	-
Total	<u>\$ 11,119</u>	<u>\$ 79,325</u>

\$2,725 were reported as deferred outflows of resources related to OPEB resulting from Town contributions subsequent to the measurement date will be recognized as a reduction of the net OPEB liability in the year ended June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 18 - OTHER POST EMPLOYMENT BENEFIT (OPEB) PLAN (CONTINUED)

	<u>MMEHT</u>
Plan year ended June 30:	
2021	\$ (36,008)
2022	(36,009)
2023	(254)
2024	669
2025	671
Thereafter	-

**Discount Rate**

The discount rate is the assumed interest rate used for converting projected dollar related values to a present value as of the valuation date of January 1, 2020. The discount rate determination is based on the high-quality AA/Aa or higher bond yields in effect for 20-year, tax-exempt general obligation municipal bonds using the Bond Buyer 20-Bond GO Index. The rate of 2.74% per annum for June 30, 2020 was based upon a measurement date of December 26, 2019. The sensitivity of net OPEB liability to changes in discount rate are as follows:

	<u>1% Decrease</u>	<u>Discount Rate</u>	<u>1% Increase</u>
	1.74%	2.74%	3.74%
Total OPEB liability	\$ 74,398	\$ 65,137	\$ 57,541
Plan fiduciary net position	-	-	-
Net OPEB liability	<u>\$ 74,398</u>	<u>\$ 65,137</u>	<u>\$ 57,541</u>
Plan fiduciary net position as a percentage of the total OPEB liability	0.00%	0.00%	0.00%

**Healthcare Trend**

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

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 18 - OTHER POST EMPLOYMENT BENEFIT (OPEB) PLAN (CONTINUED)

	1% Decrease	Healthcare Trend Rates	1% Increase
Total OPEB liability	\$ 57,467	\$ 65,137	\$ 74,794
Plan fiduciary net position	-	-	-
Net OPEB liability	<u>\$ 57,467</u>	<u>\$ 65,137</u>	<u>\$ 74,794</u>
Plan fiduciary net position as a percentage of the total OPEB liability	0.00%	0.00%	0.00%

**Actuarial Methods and Assumptions**

The total OPEB liability for the Plan was determined by an actuarial valuation as of January 1, 2020, using the following methods and assumptions applied to all periods included in the measurement:

*Actuarial Cost Method*

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

For medical and pharmacy, historical claims and census records were assembled and provided through June 30, 2019. Medicare and non-Medicare eligible medical and prescription experience were analyzed. It was assumed that current enrollment distribution of benefit options would remain constant in the future for retirees. The cost was distributed based on the current covered population and the actuary's standard age curves which vary by age, gender and Medicare status. Children costs are converted to a load on the non-Medicare retirees which implicitly assumes that future retirees will have the same child distribution as current retirees.

*Amortization*

The total OPEB liability of this Plan is amortized on an open 30-year period. The amortization method is a level dollar amortization method.

*Assumptions*

The actuarial assumptions used in the January 1, 2020 actuarial valuation was based on economic, demographic and claim and expense assumptions that resulted from actuarial studies conducted for the period of December 31, 2017 and December 31, 2018.

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 18 - OTHER POST EMPLOYMENT BENEFIT (OPEB) PLAN (CONTINUED)

Significant actuarial assumptions employed by the actuary for economic purposes are the assumptions that were adopted by Maine State Retirement Consolidated Plan for Participating Local District at June 30, 2016 and based on the experience study covering the period from June 30, 2012 through June 30, 2015. As of January 1, 2020, they are as follows:

Discount Rate - 2.74% per annum for year end 2020 reporting. 4.10% per annum for 2019 year end reporting.

Trend Assumptions:

Medical Trend assumptions were developed using the Society of Actuaries (SOA) Long-Run Medical Cost Trend Model. The SOA model was released in December 2007 and version 2020\_b was used for this valuation. The following assumptions were input into this model:

Variable Rate

Rate of Inflation	2.00%
Rate of Growth in Real Income/GDP per capital 2029+	1.50%
Extra Trend due to Taste/Technology 2029+	1.20%
Expected Health Share of GDP 2029	20.00%
Health Share of GDP Resistance Point	25.00%
Year for Limiting Cost Growth to GDP Growth	2040

The SOA Long-Run Medical Cost Trend Model and its baseline projection are based on an econometric analysis of historical U.S. medical expenditures and the judgements of experts in the field. The long-run baseline projection and input variables have been developed under the guidance of the SOA Project Oversight Group. The rate for the extra trend for taste and technology was set above the baseline of 1.1% (to 1.2%) to move closer to the 30-year average to reflect the future projections from the Centers for Medicare and Medicaid Services Office of the Actuary (CMS OACT). The Medicare Trustee Report and CBO Long-Term Budget Outlook.

The trends selected from 2020 to 2023 were based on plan design, population weighting, renewal projections, and market analysis. For years 2024 - 2028, these are interpolated from 2023 to 2029 (which is the product of the inflation, GDP and extra trend rate assumptions).

Deductibles, Co-payments and Out of Pocket Maximums are assumed to increase at the above trend rates. The ultimate trend rate reflects an assumed nominal per capital GDP growth.

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 18 - OTHER POST EMPLOYMENT BENEFIT (OPEB) PLAN (CONTINUED)

Administrative and claims expense - 3% per annum.

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

Significant actuarial assumptions employed by the actuary for demographic purposes are the assumptions that were adopted by Maine State Retirement Consolidated Plan for Participating Local District at June 30, 2016 and based on the experience study covering the period from June 30, 2012 through June 30, 2015. As of January 1, 2020, they are as follows:

Retirement Rates - Rates vary for plans with no explicit employer subsidy (or payment) versus those plans defining an explicit employer subsidy (or payment). The rates are based on assumptions from the Maine State Retirement Consolidated Plan for Participating Local District at June 30, 2016.

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

Family Enrollment Composition - For males, 50% of future retirees under the age of 65 and 50% of current retirees are married and elect spousal coverage while females are at 30% for both. 25% of male and female future retirees over the age of 65 are married and elect spousal coverage.

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

Administrative expenses - Included in the per capita claims cost.

Disability Incidence - Disabled lives will be considered active employees and will not be valued separately.

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

Dates of Hire - Needed to be assumed for some employees and will be based on the average age at hire for similar employees.

Rate of Mortality - Based on 104% and 120% of the RP2014 Total Dataset Healthy Annuitant Mortality Table, respectively for males and females, using the RP2014 Total Dataset Employee Mortality Table for ages prior to the start of the Healthy Annuitant Mortality Table, both projected from the 2006 base rates using the RPEC\_2015 model, with an ultimate rate of 0.85% for ages 20-85 grading down to an ultimate rate of 0.00% for ages 111-120 and convergence to the ultimate rate in the

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 18 - OTHER POST EMPLOYMENT BENEFIT (OPEB) PLAN (CONTINUED)

year 2020. These rates were taken from the assumptions for the Maine State Retirement Consolidated Plan for Participating Local District at June 30, 2016.

Retiree Continuation Percentage:

Medicare participant retirees - 100% assumed to continue in the plan elected.

Pre-Medicare plan retirees and active participants - 75% assumed to continue coverage once Medicare-eligible

Pre-Medicare plan spouses and spouses of active participants - 50% assumed to continue coverage once Medicare-eligible

**Changes in Net OPEB Liability**

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

*Differences between Expected and Actual Experience*

The difference between expected and actual experience are recognized in OPEB expense using a straight-line amortization method over a closed period equal to the average expected remaining service lives of active and inactive members in each plan. The first year is recognized as OPEB expense and the remaining years are shown as either deferred outflows of resources or deferred inflows of resources. The difference between expected and actual experience as of January 1, 2020 was \$74,269.

*Changes in Assumptions*

Differences due to changes in assumptions about future economic, demographic or claim and expense factors or other inputs are recognized in OPEB expense using a straight-line amortization method over a closed period equal to the average expected remaining service lives of active and inactive members in each plan. The actuarial assumptions used in the June 30, 2017 and June 30, 2016 actuarial valuations were based primarily on those used by Maine State Retirement Consolidated Plan for Participating Local District at June 30, 2016 which were based on the experience study covering the period from June 30, 2012 through June 30, 2015. The first year is recognized as OPEB expense and the remaining years are shown as either deferred outflows of resources or deferred inflows of resources.

*Differences between Projected and Actual Earnings on OPEB Plan Investments*

Differences between projected and actual investment earnings are recognized in OPEB expense using a straight-line amortization method over a closed five-year period.

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 18 - OTHER POST EMPLOYMENT BENEFIT (OPEB) PLAN (CONTINUED)

The first year is recognized as OPEB expense and the remaining years are shown as either deferred outflows of resources or deferred inflows of resources.

**OPEB Plan Fiduciary Net Position**

Additional financial and actuarial information with respect to this Plan can be found at the Town Office at 340 Main Street, Jay, Maine 04239.

NOTE 19 - LANDFILL CLOSURE AND POSTCLOSURE CARE COSTS

The Town of Jay's landfill is at 100% capacity as of 2019. Therefore, the estimated remaining landfill life is zero years. Federal and state laws require that certain post closure care be met. The Town estimates that on an annual basis, some immaterial costs will be incurred for post closure care. The annual amount will be paid for within the Town's annual operating budget.

NOTE 20 - OVERSPENT APPROPRIATIONS

The Town had no overspent appropriations at June 30, 2020.

NOTE 21 - CONTINGENCIES AND COMMITMENTS

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

The Town participates in various intergovernmental grant programs which may be subject to future program compliance audits by the grantors or their representatives. Accordingly, the Town's compliance with applicable grant requirement may be established at some future date. The amount, if any, of any liabilities arising from the disallowance of expenditures or ineligibility of grant revenues cannot be determined at this time.

The Town contracts with Archie's Inc. for curbside pick-up of garbage and recyclables. The contract was valid beginning December 2015 through June 30, 2018. The annual payments under this contract are \$120,000 per year. The contract is renewable for an additional three years at an annual rate of \$123,000 from July 1, 2018 through June 30, 2019. For the contract period of July 1, 2019 through June 30, 2020 the annual rate is \$124,230. For the year ended June 30, 2020 the Town paid \$124,230 for disposal services.



TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 22 - OVERLAPPING DEBT

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

	<u>Outstanding Debt</u>	<u>Town's Percentage</u>	<u>Total Share</u>
RSU No. 73	\$ 10,398,468	59.75%	\$ 6,212,646
Franklin County	389,910	12.61%	49,173
			<u>\$ 6,261,819</u>

NOTE 23 - TAX INCREMENT FINANCING DISTRICT

**Tax Increment Financing District**

The Town has established a tax increment financing district in accordance with Maine statutes to finance economic development programs located in the Town of Jay, Maine. The expenditures from these development programs will be recovered in future years through an incremental tax levied upon the districts' so called "captured assessed value". A portion of the incremental tax revenues will be returned to the district to repay principal and interest on any indebtedness, to fund the expenditures of the development program and to finance future expansion.

International Paper Company and Tax Increment Financing District Development Program

On March 8, 2003, the Jay Selectboard, as well as the Maine Department of Economic and Community Development, approved a Tax Increment Financing District to expand and diversify the Town's tax base and improve its economy. The area of the District is approximately 292,600 square feet of land, divided into two separate districts: the TIF2003-PM3, consisting of approximately 138,600 square feet of land; and the TIF2003-Transformers, consisting of approximately 16,100 square feet of land. The projects implemented under this Development Program include: improvements to buildings and structures, machinery and equipment and economic development planning and administrative expenses associated with the development effort. The original assessed value of the property is \$119,550,535. The Development Program provides for 100% of the increase in assessed value of the District to be captured and designated as captured assessed value for 20 years. The tax increment revenues will be deposited by the Town into the Development Program Fund for a period of 20 years. The Development Program Fund is pledged to and charged with the payment of the project costs in the manner provided in 30-A M.R.S.A. §5801.

The TIF District will remain in place for a period of 20 years from adoption. The allocation of tax increment revenues, through a credit enhancement agreement, to be paid

TOWN OF JAY, MAINE

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 23 - TAX INCREMENT FINANCING DISTRICT (CONTINUED)

to owners/developers of specified property, will commence by agreement between the Town and the owner/developer and will continue for a period not to exceed 20 years or the remainder of the term of the District designation, whichever is less. No more than 60% of the property taxes to be generated on the improvements within the District will be returned to the developer. The remaining amount will be retained by the Town and used to fund the development plan of the District. The Selectboard shall determine, in its discretion, whether it is necessary or appropriate to enter any Credit Enhancement Agreement to grant these abatements. The state law does not provide for the recapture of abated taxes in the event an abatement recipient does not fill the commitment it makes in return for the tax abatement. The Town reserves the right to incur indebtedness to finance, in part or in whole, the projects within the Development Program. Any projects financed through municipal bonded indebtedness must be completed within five years of the approval of the District.

NOTE 24 - RELATED PARTIES

For the year ended June 30, 2020, the Town paid Selectman Thomas Goding (Thomas Goding Contracting) a total amount of \$6,960. \$6,785 was for fire department repairs (which was bid, however he was the only bid) and \$175 was reimbursement of supplies purchased for a BBQ.

NOTE 25 - RESTATEMENT

The net position of the governmental activities has been restated at July 1, 2019 from \$16,475,251 to \$16,751,782 to account for an over looked capital asset in the amount of \$276,531 in the fire department's construction in progress category.

## Required Supplementary Information

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

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

## TOWN OF JAY, MAINE

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

	Budgeted Amounts		Actual Amounts	Variance Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ 5,727,533	\$ 5,713,918	\$ 6,185,142	\$ 471,224
Resources (Inflows):				
Property taxes	9,671,617	9,671,617	9,653,235	(18,382)
Excise taxes	803,500	803,500	829,244	25,744
Intergovernmental	1,435,647	1,456,305	1,622,096	165,791
Charges for services	49,700	203,270	206,251	2,981
Miscellaneous revenues	54,000	104,000	127,313	23,313
Amounts Available for Appropriation	<u>17,741,997</u>	<u>17,952,610</u>	<u>18,623,281</u>	<u>670,671</u>
Charges to Appropriations (Outflows):				
General government	472,490	472,490	442,247	30,243
Public safety	1,345,478	1,489,375	1,351,011	138,364
Public works	1,652,860	1,710,412	1,610,270	100,142
Recreation and library	174,386	174,386	174,386	-
Education	6,154,948	6,154,948	6,154,948	-
County tax	708,146	708,146	708,146	-
Insurance	116,000	118,120	100,516	17,604
TIF	40,513	40,513	40,513	-
Unclassified	392,753	413,411	166,666	246,745
Debt service:				
Principal	51,333	51,333	51,333	-
Interest	6,365	6,365	6,365	-
Transfer to other funds	899,192	899,192	899,192	-
Total Charges to Appropriations	<u>12,014,464</u>	<u>12,238,691</u>	<u>11,705,593</u>	<u>533,098</u>
Budgetary Fund Balance, June 30	<u>\$ 5,727,533</u>	<u>\$ 5,713,919</u>	<u>\$ 6,917,688</u>	<u>\$ 1,203,769</u>

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

## TOWN OF JAY, MAINE

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

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
<u>PLD Plan:</u>							
Proportion of the net pension liability (asset)	0.14%	0.17%	0.19%	0.20%	0.19%	0.21%	0.22%
Proportionate share of the net pension liability (asset)	\$ 415,644	\$ 459,305	\$ 778,094	\$ 1,059,229	\$ 619,168	\$ 328,347	\$ 693,408
Covered payroll	809,695	952,392	1,041,529	1,050,106	1,976,829	1,021,441	1,115,635
Proportionate share of the net pension liability (asset) as a percentage of its covered payroll	51.33%	48.23%	74.71%	100.87%	31.32%	32.15%	62.15%
Plan fiduciary net position as a percentage of the total pension liability	90.62%	91.14%	86.43%	81.61%	88.30%	94.10%	87.50%

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

TOWN OF JAY, MAINE

SCHEDULE OF CONTRIBUTIONS - PENSION  
LAST 10 FISCAL YEARS\*

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
<u>PLD Plan:</u>							
Contractually required contribution	\$ 78,992	\$ 82,711	\$ 93,165	\$ 97,404	\$ 93,459	\$ 135,840	\$ 71,058
Contributions in relation to the contractually required contribution	<u>(78,992)</u>	<u>(82,711)</u>	<u>(93,165)</u>	<u>(97,404)</u>	<u>(93,459)</u>	<u>(135,840)</u>	<u>(71,058)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	\$ 768,247	\$ 809,695	\$ 952,392	\$ 1,041,529	\$ 1,050,106	\$ 1,976,829	\$ 1,021,441
Contributions as a percentage of covered payroll	10.28%	10.22%	9.78%	9.35%	8.90%	6.87%	6.96%

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

TOWN OF JAY, MAINE

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

	Increase (Decrease)		
	Net OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability (a) - (b)
Balances at 1/1/19 (Reporting 12/31/2019)	\$ 64,288	\$ -	\$ 64,288
Changes for the year:			
Service cost	717	-	717
Interest	2,562	-	2,562
Changes of benefits	(1,376)	-	(1,376)
Differences between expected and actual experience	(6,057)	-	(6,057)
Changes of assumptions	10,073	-	10,073
Contributions - employer	-	5,070	(5,070)
Contributions - member	-	-	-
Net investment income	-	-	-
Benefit payments	(5,070)	(5,070)	-
Administrative expense	-	-	-
Net changes	<u>849</u>	<u>-</u>	<u>849</u>
Balances at 1/1/20 (Reporting December 31, 2020)	<u>\$ 65,137</u>	<u>\$ -</u>	<u>\$ 65,137</u>

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

## TOWN OF JAY, MAINE

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

	2020	2019	2018
<u>Total OPEB liability</u>			
Service cost (BOY)	717	846	3,696
Interest (includes interest on service cost)	2,562	2,373	9,284
Changes of benefit terms	(1,376)	-	-
Differences between expected and actual experience	(6,057)	-	(173,055)
Changes of assumptions	10,073	(4,619)	(5,711)
Benefit payments, including refunds of member contributions	(5,070)	(4,875)	(11,049)
Net change in total OPEB liability	\$ 849	\$ (6,275)	\$ (176,835)
Total OPEB liability - beginning	\$ 64,288	\$ 70,563	\$ 247,398
Total OPEB liability - ending	\$ 65,137	\$ 64,288	\$ 70,563
<u>Plan fiduciary net position</u>			
Contributions - employer	5,070	4,875	11,049
Contributions - member	-	-	-
Net investment income	-	-	-
Benefit payments, including refunds of member contributions	(5,070)	(4,875)	(11,049)
Administrative expense	-	-	-
Net change in fiduciary net position	-	-	-
Plan fiduciary net position - beginning	\$ -	\$ -	\$ -
Plan fiduciary net position - ending	\$ -	\$ -	\$ -
Net OPEB liability - ending	\$ 65,137	\$ 64,288	\$ 70,563
Plan fiduciary net position as a percentage of the total OPEB liability	-	-	-
Covered payroll	\$ 229,988	\$ 229,988	\$ 229,988
Net OPEB liability as a percentage of covered payroll	28.3%	28.0%	30.7%

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

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



## TOWN OF JAY, MAINE

SCHEDULE OF CONTRIBUTIONS - OPEB  
LAST 10 FISCAL YEARS\*

	<u>2020</u>	<u>2019</u>	<u>2018</u>
<u>MMEHT:</u>			
Employer contributions	\$ 5,070	\$ 4,875	\$ 11,049
Benefit payments	(5,070)	(4,875)	(11,049)
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	\$ 229,988	\$ 229,988	\$ 229,988
Contributions as a percentage of covered payroll	2.20%	2.12%	4.80%

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

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

TOWN OF JAY, MAINE

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION  
FOR THE YEAR ENDED JUNE 30, 2020

**Changes of Assumptions**

MEPERS PLD Plan:

There have been no changes in actuarial assumptions since the last measurement date.

Maine Municipal Health Trust

There was a change in the discount rate from 4.10% to 2.74% per GASB 75 discount rate selection. The repeal of the "Cadillac Tax" was reflected in this valuation by removing the previously planned excise tax.

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

## Other Supplementary Information

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

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

## TOWN OF JAY, MAINE

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

	Original Budget	Final Budget	Actual Amounts	Variance Positive (Negative)
Revenues (Inflows):				
Taxes:				
Property taxes	\$ 9,671,617	\$ 9,671,617	\$ 9,653,235	\$ (18,382)
Auto excise	800,000	800,000	825,464	25,464
Boat excise	3,500	3,500	3,780	280
Intergovernmental revenues:				
State revenue sharing	405,000	405,000	568,044	163,044
Homestead reimbursement	334,554	334,554	334,554	-
Tree growth	9,000	9,000	11,747	2,747
BETE reimbursement	683,593	683,593	683,593	-
General assistance	-	3,934	3,934	-
Veteran's/other reimbursement	3,500	20,224	20,224	-
Charges for services:				
Solid waste fees	16,000	16,000	16,493	493
Administration fees	23,600	23,600	23,694	94
Building rent	9,100	9,100	9,125	25
MDEA agent	-	96,018	96,018	-
Police	1,000	1,000	1,891	891
Highway revenue	-	57,552	59,025	1,473
Fire revenue	-	-	5	5
Miscellaneous revenues:				
Tax lien interest	20,000	20,000	20,859	859
Investment interest	24,000	24,000	40,603	16,603
Lien fees	10,000	10,000	11,097	1,097
Sale of fixed assets	-	50,000	50,000	-
Other	-	-	4,754	4,754
Amounts Available for Appropriation	<u>\$ 12,014,464</u>	<u>\$ 12,238,692</u>	<u>\$ 12,438,139</u>	<u>\$ 199,447</u>

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

TOWN OF JAY, MAINE

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

	Original Budget	Budget Adjustments	Final Budget	Actual	Variance Positive (Negative)
General government:					
Administration	\$ 460,025	\$ -	\$ 460,025	\$ 430,384	\$ 29,641
Town boards	1,200	-	1,200	281	919
Board of Selectmen	11,265	-	11,265	11,582	(317)
	<u>472,490</u>	<u>-</u>	<u>472,490</u>	<u>442,247</u>	<u>30,243</u>
Public safety:					
Police department	794,058	143,897	937,955	832,567	105,388
Fire department	169,420	-	169,420	147,899	21,521
Ambulance	38,000	-	38,000	37,801	199
Hydrants/water	344,000	-	344,000	332,744	11,256
	<u>1,345,478</u>	<u>143,897</u>	<u>1,489,375</u>	<u>1,351,011</u>	<u>138,364</u>
Public works:					
Road/building maintenance	1,528,630	57,552	1,586,182	1,486,040	100,142
Curbside pickup	124,230	-	124,230	124,230	-
	<u>1,652,860</u>	<u>57,552</u>	<u>1,710,412</u>	<u>1,610,270</u>	<u>100,142</u>
Recreation and library:					
Recreation	12,000	-	12,000	12,000	-
Library	162,386	-	162,386	162,386	-
	<u>174,386</u>	<u>-</u>	<u>174,386</u>	<u>174,386</u>	<u>-</u>
Education	<u>6,154,948</u>	<u>-</u>	<u>6,154,948</u>	<u>6,154,948</u>	<u>-</u>
County tax	<u>708,146</u>	<u>-</u>	<u>708,146</u>	<u>708,146</u>	<u>-</u>
Insurance	<u>116,000</u>	<u>2,120</u>	<u>118,120</u>	<u>100,516</u>	<u>17,604</u>
TIF	<u>40,513</u>	<u>-</u>	<u>40,513</u>	<u>40,513</u>	<u>-</u>
Debt service:					
Principal	51,333	-	51,333	51,333	-
Interest	6,365	-	6,365	6,365	-
	<u>57,698</u>	<u>-</u>	<u>57,698</u>	<u>57,698</u>	<u>-</u>

## TOWN OF JAY, MAINE

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

	Original Budget	Budget Adjustments	Final Budget	Actual	Variance Positive (Negative)
Unclassified:					
Industrial revaluation	21,000	-	21,000	18,950	2,050
Audit	13,000	-	13,000	13,100	(100)
Local access	-	11,684	11,684	11,684	-
Assessing	36,700	-	36,700	36,256	444
AVCOG	11,100	-	11,100	11,013	87
MMA	5,800	-	5,800	5,731	69
Plumbing inspect.	8,500	-	8,500	8,697	(197)
Animal welfare	11,200	-	11,200	10,672	528
Donations	18,475	-	18,475	18,475	-
Andy Valley	-	5,040	5,040	5,040	-
General assistance	3,000	3,934	6,934	5,244	1,690
Tower lot	-	-	-	200	(200)
Overlay	222,763	-	222,763	-	222,763
Legal fees	40,000	-	40,000	20,555	19,445
General expenses	1,215	-	1,215	1,049	166
	<u>392,753</u>	<u>20,658</u>	<u>413,411</u>	<u>166,666</u>	<u>246,745</u>
Transfers:					
Admin reserve	2,500	-	2,500	2,500	-
Police reserve	21,000	-	21,000	21,000	-
Highway department reserve	100,000	-	100,000	100,000	-
Paving reserve	300,000	-	300,000	300,000	-
Fire dept. reserve	70,000	-	70,000	70,000	-
Route 4 project	295,042	-	295,042	295,042	-
Town revaluation	40,000	-	40,000	40,000	-
Public works contracted	10,000	-	10,000	10,000	-
Enterprise funds	60,650	-	60,650	60,650	-
	<u>899,192</u>	<u>-</u>	<u>899,192</u>	<u>899,192</u>	<u>-</u>
Total Departmental Operations	<u>\$ 12,014,464</u>	<u>\$ 224,227</u>	<u>\$ 12,238,691</u>	<u>\$ 11,705,593</u>	<u>\$ 533,098</u>

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

## TOWN OF JAY, MAINE

COMBINING BALANCE SHEET - NONMAJOR GOVERNMENTAL FUNDS  
JUNE 30, 2020

	Special Revenue Funds	Permanent Funds	Total Nonmajor Governmental Funds
	<u>                    </u>	<u>                    </u>	<u>                    </u>
<b>ASSETS</b>			
Cash and cash equivalents	\$ 1,305,243	\$ 18,251	\$ 1,323,494
Investments	902,260	-	902,260
Due from other funds	217,036	-	217,036
<b>TOTAL ASSETS</b>	<u>\$ 2,424,539</u>	<u>\$ 18,251</u>	<u>\$ 2,442,790</u>
<b>LIABILITIES</b>			
Due to other funds	\$ 18,149	-	\$ 18,149
<b>TOTAL LIABILITIES</b>	<u>18,149</u>	<u>-</u>	<u>18,149</u>
<b>FUND BALANCES</b>			
Nonspendable	-	17,500	17,500
Restricted	229,262	751	230,013
Committed	2,177,128	-	2,177,128
Assigned	-	-	-
Unassigned	-	-	-
<b>TOTAL FUND BALANCES</b>	<u>2,406,390</u>	<u>18,251</u>	<u>2,424,641</u>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<u>\$ 2,424,539</u>	<u>\$ 18,251</u>	<u>\$ 2,442,790</u>

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

## TOWN OF JAY, MAINE

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

	Special Revenue Funds	Permanent Funds	Total Nonmajor Governmental Funds
REVENUES			
Intergovernmental	\$ 197,166	\$ -	\$ 197,166
Interest	1,929	403	2,332
Other	97,160	-	97,160
TOTAL REVENUES	<u>296,255</u>	<u>403</u>	<u>296,658</u>
EXPENDITURES			
Current:			
General government	81,698	-	81,698
Public safety	47,962	-	47,962
Public works	251,354	-	251,354
Health and welfare	18,521	-	18,521
Other	2,131	-	2,131
TOTAL EXPENDITURES	<u>783,997</u>	<u>-</u>	<u>783,997</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>(487,742)</u>	<u>403</u>	<u>(487,339)</u>
OTHER FINANCING SOURCES (USES)			
Transfers in	543,500	-	543,500
Transfers (out)	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	<u>543,500</u>	<u>-</u>	<u>543,500</u>
NET CHANGE IN FUND BALANCES	55,758	403	56,161
FUND BALANCES - JULY 1	<u>2,350,632</u>	<u>17,848</u>	<u>2,368,480</u>
FUND BALANCES - JUNE 30	<u>\$ 2,406,390</u>	<u>\$ 18,251</u>	<u>\$ 2,424,641</u>

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



## Special Revenue Funds

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

TOWN OF JAY, MAINE

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

	Highway Department Reserve	Police Reserve	Wellness Works	Police Training	Public Works Fuel Reserve	Small Comm. Grant	Taylor Made
<b>ASSETS</b>							
Cash and cash equivalents	\$ 218,234	\$ 16,738	\$ -	\$ 25,403	\$ 9,169	\$ -	\$ -
Investments	-	-	-	-	-	-	-
Due from other funds	-	-	1,693	-	-	2,724	5,000
<b>TOTAL ASSETS</b>	<b>\$ 218,234</b>	<b>\$ 16,738</b>	<b>\$ 1,693</b>	<b>\$ 25,403</b>	<b>\$ 9,169</b>	<b>\$ 2,724</b>	<b>\$ 5,000</b>
<b>LIABILITIES</b>							
Due to other funds	\$ 49	\$ 12,445	\$ -	\$ 551	\$ -	\$ -	\$ -
<b>TOTAL LIABILITIES</b>	<b>49</b>	<b>12,445</b>	<b>-</b>	<b>551</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FUND BALANCES</b>							
Nonspendable	-	-	-	-	-	-	-
Restricted	-	-	1,693	-	-	2,724	5,000
Committed	218,185	4,293	-	24,852	9,169	-	-
Assigned	-	-	-	-	-	-	-
Unassigned	-	-	-	-	-	-	-
<b>TOTAL FUND BALANCES</b>	<b>218,185</b>	<b>4,293</b>	<b>1,693</b>	<b>24,852</b>	<b>9,169</b>	<b>2,724</b>	<b>5,000</b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$ 218,234</b>	<b>\$ 16,738</b>	<b>\$ 1,693</b>	<b>\$ 25,403</b>	<b>\$ 9,169</b>	<b>\$ 2,724</b>	<b>\$ 5,000</b>

TOWN OF JAY, MAINE

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

	Garbage Bags	Environmental Reserve	Tower Fund	Jay Community Development	Cemetery	Paving Reserve	Sewer Treatment Plant
<b>ASSETS</b>							
Cash and cash equivalents	\$ -	\$ 27,523	\$ -	\$ 9,415	\$ 30,554	\$ 73,786	\$ 251,352
Investments	-	703,554	-	22,887	-	-	100,468
Due from other funds	10,012	-	154,284	-	92	9	34,428
<b>TOTAL ASSETS</b>	<b>\$ 10,012</b>	<b>\$ 731,077</b>	<b>\$ 154,284</b>	<b>\$ 32,302</b>	<b>\$ 30,646</b>	<b>\$ 73,795</b>	<b>\$ 386,248</b>
<b>LIABILITIES</b>							
Due to other funds	\$ -	\$ 4	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL LIABILITIES</b>	<b>-</b>	<b>4</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FUND BALANCES</b>							
Nonspendable	-	-	-	-	-	-	-
Restricted	-	-	154,284	32,302	30,646	-	-
Committed	10,012	731,073	-	-	-	73,795	386,248
Assigned	-	-	-	-	-	-	-
Unassigned	-	-	-	-	-	-	-
<b>TOTAL FUND BALANCES</b>	<b>10,012</b>	<b>731,073</b>	<b>154,284</b>	<b>32,302</b>	<b>30,646</b>	<b>73,795</b>	<b>386,248</b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$ 10,012</b>	<b>\$ 731,077</b>	<b>\$ 154,284</b>	<b>\$ 32,302</b>	<b>\$ 30,646</b>	<b>\$ 73,795</b>	<b>\$ 386,248</b>

TOWN OF JAY, MAINE

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

	Public Works Contracted Services	Fire Department Reserve	Jay Historical Society	Admin Reserve	Police Grants	Veterans Memorial Fund	Sled - in Fest
<b>ASSETS</b>							
Cash and cash equivalents	\$ 15,140	\$ 248,466	\$ 1,202	\$ 27,216	\$ -	\$ 2,613	\$ -
Investments	-	-	-	75,351	-	-	-
Due from other funds	-	-	-	-	709	-	5,309
<b>TOTAL ASSETS</b>	<u>\$ 15,140</u>	<u>\$ 248,466</u>	<u>\$ 1,202</u>	<u>\$ 102,567</u>	<u>\$ 709</u>	<u>\$ 2,613</u>	<u>\$ 5,309</u>
<b>LIABILITIES</b>							
Due to other funds	\$ -	\$ 5,100	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL LIABILITIES</b>	<u>-</u>	<u>5,100</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>FUND BALANCES</b>							
Nonspendable	-	-	-	-	-	-	-
Restricted	-	-	-	-	-	2,613	-
Committed	15,140	243,366	1,202	102,567	709	-	5,309
Assigned	-	-	-	-	-	-	-
Unassigned	-	-	-	-	-	-	-
<b>TOTAL FUND BALANCES</b>	<u>15,140</u>	<u>243,366</u>	<u>1,202</u>	<u>102,567</u>	<u>709</u>	<u>2,613</u>	<u>5,309</u>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<u>\$ 15,140</u>	<u>\$ 248,466</u>	<u>\$ 1,202</u>	<u>\$ 102,567</u>	<u>\$ 709</u>	<u>\$ 2,613</u>	<u>\$ 5,309</u>

TOWN OF JAY, MAINE

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

	Music in the Park	Highway Building Reserve	Jay Gazebo	Town Revaluation	Asset Forfeiture	CDBG Grant	Total
<b>ASSETS</b>							
Cash and cash equivalents	\$ -	\$ 155,732	\$ 6,573	\$ 182,606	\$ 3,521	\$ -	\$ 1,305,243
Investments	-	-	-	-	-	-	902,260
Due from other funds	2,225	-	-	-	551	-	217,036
<b>TOTAL ASSETS</b>	<b>\$ 2,225</b>	<b>\$ 155,732</b>	<b>\$ 6,573</b>	<b>\$ 182,606</b>	<b>\$ 4,072</b>	<b>\$ -</b>	<b>\$ 2,424,539</b>
<b>LIABILITIES</b>							
Due to other funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,149
<b>TOTAL LIABILITIES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>18,149</b>
<b>FUND BALANCES</b>							
Nonspendable	-	-	-	-	-	-	-
Restricted	-	-	-	-	-	-	229,262
Committed	2,225	155,732	6,573	182,606	4,072	-	2,177,128
Assigned	-	-	-	-	-	-	-
Unassigned	-	-	-	-	-	-	-
<b>TOTAL FUND BALANCES</b>	<b>2,225</b>	<b>155,732</b>	<b>6,573</b>	<b>182,606</b>	<b>4,072</b>	<b>-</b>	<b>2,406,390</b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$ 2,225</b>	<b>\$ 155,732</b>	<b>\$ 6,573</b>	<b>\$ 182,606</b>	<b>\$ 4,072</b>	<b>\$ -</b>	<b>\$ 2,424,539</b>

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

## TOWN OF JAY, MAINE

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

	Highway Department Reserve	Police Reserve	Wellness Works	Police Training	Public Works Fuel Reserve	Small Comm. Grant	Taylor Made
REVENUES							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	-	-	-	-	-	-	-
Other	2,439	144	-	27,209	3,437	-	-
TOTAL REVENUES	<u>2,439</u>	<u>144</u>	<u>-</u>	<u>27,209</u>	<u>3,437</u>	<u>-</u>	<u>-</u>
EXPENDITURES							
Current:							
General government	-	-	-	-	-	-	-
Public safety	-	13,981	-	-	-	-	-
Public works	251,354	-	-	-	-	-	-
Health and welfare	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
Capital Outlay	-	2,873	-	2,357	-	-	-
TOTAL EXPENDITURES	<u>251,354</u>	<u>16,854</u>	<u>-</u>	<u>2,357</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>(248,915)</u>	<u>(16,710)</u>	<u>-</u>	<u>24,852</u>	<u>3,437</u>	<u>-</u>	<u>-</u>
OTHER FINANCING SOURCES (USES)							
Transfers in	100,000	21,000	-	-	-	-	-
Transfers (out)	-	-	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	<u>100,000</u>	<u>21,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCES	<u>(148,915)</u>	<u>4,290</u>	<u>-</u>	<u>24,852</u>	<u>3,437</u>	<u>-</u>	<u>-</u>
FUND BALANCES - JULY 1	<u>367,100</u>	<u>3</u>	<u>1,693</u>	<u>-</u>	<u>5,732</u>	<u>2,724</u>	<u>5,000</u>
FUND BALANCES - JUNE 30	<u>\$ 218,185</u>	<u>\$ 4,293</u>	<u>\$ 1,693</u>	<u>\$ 24,852</u>	<u>\$ 9,169</u>	<u>\$ 2,724</u>	<u>\$ 5,000</u>

TOWN OF JAY, MAINE

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

	Garbage Bags	Enviro- mental Reserve	Tower Fund	Jay Community Develop.	Cemetery	Paving Reserve	Sewer Treatment Plant
REVENUES							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85,492	\$ -
Interest	-	-	-	457	229	-	-
Other	-	7,215	13,551	-	1,775	797	29,670
TOTAL REVENUES	-	7,215	13,551	457	2,004	86,289	29,670
EXPENDITURES							
Current:							
General government	-	-	-	-	-	-	-
Public safety	-	-	-	-	-	-	-
Public works	-	-	-	-	-	-	-
Health and welfare	-	13,048	-	-	-	-	-
Other	17	-	2,114	-	-	-	-
Capital Outlay	-	-	-	-	4,574	361,407	-
TOTAL EXPENDITURES	17	13,048	2,114	-	4,574	361,407	-
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(17)	(5,833)	11,437	457	(2,570)	(275,118)	29,670
OTHER FINANCING SOURCES (USES)							
Transfers in	-	-	-	-	-	300,000	-
Transfers (out)	-	-	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	300,000	-
NET CHANGE IN FUND BALANCES	(17)	(5,833)	11,437	457	(2,570)	24,882	29,670
FUND BALANCES - JULY 1	10,029	736,906	142,847	31,845	33,216	48,913	356,578
FUND BALANCES - JUNE 30	\$ 10,012	\$ 731,073	\$ 154,284	\$ 32,302	\$ 30,646	\$ 73,795	\$ 386,248

TOWN OF JAY, MAINE

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

	Public Works Contracted Services	Fire Department Reserve	Jay Historical Society	Admin Reserve	Police Grants	Veterans Memorial Fund	Sled - in Fest
REVENUES							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ 31,891	\$ -	\$ -
Interest	108	-	-	-	-	-	-
Other	-	1,791	69	920	-	19	1,755
<b>TOTAL REVENUES</b>	<b>108</b>	<b>1,791</b>	<b>69</b>	<b>920</b>	<b>31,891</b>	<b>19</b>	<b>1,755</b>
EXPENDITURES							
Current:							
General government	-	-	-	-	-	-	897
Public safety	-	-	-	-	33,981	-	-
Public works	-	-	-	-	-	-	-
Health and welfare	-	-	-	5,473	-	-	-
Other	-	-	-	-	-	-	-
Capital Outlay	-	9,270	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>9,270</b>	<b>-</b>	<b>5,473</b>	<b>33,981</b>	<b>-</b>	<b>897</b>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	108	(7,479)	69	(4,553)	(2,090)	19	858
OTHER FINANCING SOURCES (USES)							
Transfers in	10,000	70,000	-	2,500	-	-	-
Transfers (out)	-	-	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>10,000</b>	<b>70,000</b>	<b>-</b>	<b>2,500</b>	<b>-</b>	<b>-</b>	<b>-</b>
NET CHANGE IN FUND BALANCES	10,108	62,521	69	(2,053)	(2,090)	19	858
FUND BALANCES - JULY 1	5,032	180,845	1,133	104,620	2,799	2,594	4,451
FUND BALANCES - JUNE 30	\$ 15,140	\$ 243,366	\$ 1,202	\$ 102,567	\$ 709	\$ 2,613	\$ 5,309



TOWN OF JAY, MAINE

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

	Music in the Park	Highway Building Reserve	Jay Gazebo	Town Revaluation	Asset Forfeiture	CDBG Grant	Total
REVENUES							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 79,783	\$ 197,166
Interest	-	1,135	-	-	-	-	1,929
Other	1,754	-	281	1,310	3,024	-	97,160
TOTAL REVENUES	<u>1,754</u>	<u>1,135</u>	<u>281</u>	<u>1,310</u>	<u>3,024</u>	<u>79,783</u>	<u>296,255</u>
EXPENDITURES							
Current:							
General government	1,018	-	-	-	-	79,783	81,698
Public safety	-	-	-	-	-	-	47,962
Public works	-	-	-	-	-	-	251,354
Health and welfare	-	-	-	-	-	-	18,521
Other	-	-	-	-	-	-	2,131
Capital Outlay	-	1,850	-	-	-	-	382,331
TOTAL EXPENDITURES	<u>1,018</u>	<u>1,850</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>79,783</u>	<u>783,997</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>736</u>	<u>(715)</u>	<u>281</u>	<u>1,310</u>	<u>3,024</u>	<u>-</u>	<u>(487,742)</u>
OTHER FINANCING SOURCES (USES)							
Transfers in	-	-	-	40,000	-	-	543,500
Transfers (out)	-	-	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	<u>-</u>	<u>-</u>	<u>-</u>	<u>40,000</u>	<u>-</u>	<u>-</u>	<u>543,500</u>
NET CHANGE IN FUND BALANCES	736	(715)	281	41,310	3,024	-	55,758
FUND BALANCES - JULY 1	<u>1,489</u>	<u>156,447</u>	<u>6,292</u>	<u>141,296</u>	<u>1,048</u>	<u>-</u>	<u>2,350,632</u>
FUND BALANCES - JUNE 30	<u>\$ 2,225</u>	<u>\$ 155,732</u>	<u>\$ 6,573</u>	<u>\$ 182,606</u>	<u>\$ 4,072</u>	<u>\$ -</u>	<u>\$ 2,406,390</u>

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

## Permanent Funds

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

TOWN OF JAY, MAINE

COMBINING BALANCE SHEET - NONMAJOR PERMANENT FUNDS  
JUNE 30, 2020

	Poland Sullivan Fund	Total
	<u>          </u>	<u>          </u>
ASSETS		
Cash and cash equivalents	\$ 18,251	\$ 18,251
TOTAL ASSETS	<u>\$ 18,251</u>	<u>\$ 18,251</u>
LIABILITIES		
Due to other funds	\$ -	\$ -
TOTAL LIABILITIES	<u>-</u>	<u>-</u>
FUND BALANCES		
Nonspendable	17,500	17,500
Restricted	751	751
Committed	-	-
Assigned	-	-
Unassigned	-	-
TOTAL FUND BALANCES	<u>18,251</u>	<u>18,251</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 18,251</u>	<u>\$ 18,251</u>

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

## TOWN OF JAY, MAINE

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

	Poland Sullivan Fund	Total
	<u>          </u>	<u>          </u>
REVENUES		
Interest	\$      403	\$      403
TOTAL REVENUES	<u>          403</u>	<u>          403</u>
EXPENDITURES		
Other	<u>          -</u>	<u>          -</u>
TOTAL EXPENDITURES	<u>          -</u>	<u>          -</u>
NET CHANGE IN FUND BALANCES	403	403
FUND BALANCES - JULY 1	<u>     17,848</u>	<u>     17,848</u>
FUND BALANCES - JUNE 30	<u><u>     \$ 18,251</u></u>	<u><u>     \$ 18,251</u></u>

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

## General Capital Assets

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

## TOWN OF JAY, MAINE

SCHEDULE OF GENERAL CAPITAL ASSETS BY FUNCTION  
JUNE 30, 2020

	Land and Non-depreciable Assets	Buildings, Building Improvements and Land Improvements	Furniture, Fixtures, Equipment and Vehicles	Infrastructure	Total
Police	\$ -	\$ -	\$ 311,431	\$ -	\$ 311,431
Fire	24,215	863,278	1,974,363	-	2,861,856
Highway	15,000	802,595	2,200,063	9,925,327	12,942,985
Recycling	48,500	974,170	677,148	1,350	1,701,168
Recreation	65,400	-	8,346	-	73,746
Library	-	-	562,238	-	562,238
Town-wide	596,568	1,230,966	45,994	-	1,873,528
Transfer station	-	-	49,428	-	49,428
Sewer Department	27,435	1,297,000	190,094	9,294,010	10,808,539
Total General Capital Assets	777,118	5,168,009	6,019,105	19,220,687	31,184,919
Less: Accumulated Depreciation	-	(3,230,375)	(4,642,771)	(10,026,553)	(17,899,699)
Net General Capital Assets	\$ 777,118	\$ 1,937,634	\$ 1,376,334	\$ 9,194,134	\$ 13,285,220

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

## TOWN OF JAY, MAINE

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

	General Capital Assets 7/1/19 (Restated)	Additions	Deletions	General Capital Assets 6/30/20
Police	\$ 311,431	\$ -	\$ -	\$ 311,431
Fire	2,787,302	67,939	-	2,855,241
Highway	12,699,852	453,303	(203,555)	12,949,600
Recycling	1,701,168	-	-	1,701,168
Recreation	73,746	-	-	73,746
Library	562,238	-	-	562,238
Town-wide	1,905,283	-	(31,755)	1,873,528
Transfer station	49,428	-	-	49,428
Sewer Department	7,975,544	3,079,699	(246,704)	10,808,539
Total General Capital Assets	28,065,992	3,600,941	(482,014)	31,184,919
Less: Accumulated Depreciation	(17,456,707)	(668,303)	225,311	(17,899,699)
Net General Capital Assets	<u>\$ 10,609,285</u>	<u>\$ 2,932,638</u>	<u>\$ (256,703)</u>	<u>\$ 13,285,220</u>

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

TOWN OF JAY, MAINE

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

Federal Grantor Pass-through Grantor Program or Cluster Title	Federal CFDA Number	Pass-through Grantor Number	Expenditures to Subrecipients	Federal Expenditures
U.S. Department of Housing and Urban Development Passed through State of Maine - Department of Economic and Community Development: Community Development Block Grants	14.228	N/A	\$ -	\$ 79,783
Total U.S. Department of Housing and Urban Development			<u>-</u>	<u>79,783</u>
U.S. Department of Environmental Protection Passed through State of Maine - Department Environmental Protection and Department of Health and Human Services: Clean Water State Revolving Fund Cluster: Capitalization Grants for Clean Water State Revolving Funds	66.458	N/A	-	3,062,308
Subtotal Clean Water State Revolving Fund Cluster			<u>-</u>	<u>3,062,308</u>
Total Environmental Protection Agency			<u>-</u>	<u>3,062,308</u>
U.S. Department of Justice Passed through State of Maine - Department of Public Safety: Edward Byrne Memorial Justice Assistance Grant Program	16.738	N/A	8,402	12,684
Total U.S. Department of Justice			<u>8,402</u>	<u>12,684</u>
U.S. Department of Agriculture Forestry Service Passed through State of Maine - Department of Agriculture, Conservation & Forestry Cooperative Forestry Assistance	10.664	N/A	-	1,648
Total U.S. Department of Agriculture			<u>-</u>	<u>1,648</u>
<b>TOTAL FEDERAL ASSISTANCE</b>			<u>\$ 8,402</u>	<u>\$ 3,156,423</u>



TOWN OF JAY, MAINE

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

1. Basis of Presentation

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

2. Summary of Significant Accounting Policies

- a. Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance and/or OMB Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

3. Federal Clean Water Revolving Loan Program

The federal clean water revolving loan program listed subsequently is administered directly by the Town of Jay, Maine and balances and transactions relating to this program is included in the Town of Jay, Maine's basic financial statements. Loans outstanding at the beginning of the year and loans made during the year are included in the federal expenditures presented in the Schedule. The balance of loans outstanding at June 30, 2020 consists of:

<u>CFDA Number</u>	<u>Program Name</u>	<u>Outstanding Balance at June 30, 2020</u>
66.458	Clean Water Revolving Loan	\$ 719,637



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

Selectboard  
Town of Jay  
Jay, Maine

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, business-type activities, each major fund and the aggregate remaining fund information of the Town of Jay, Maine as of and for the year ended June 30, 2020 and the related notes to the financial statements, which collectively comprise the Town of Jay, Maine's basic financial statements and have issued our report thereon dated December 15, 2020.

Internal Control Over Financial Reporting

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

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

3 Old Orchard Road, Buxton, Maine 04093  
Tel: (800) 300-7708 (207) 929-4606 Fax: (207) 929-4609  
www.rhrsmith.com

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

#### Compliance and Other Matters

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

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*. We noted certain other matters that we reported to management of the Town of Jay, Maine in a separate letter dated November 30, 2020.

#### Purpose of this Report

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

*RHR Smith & Company*

Buxton, Maine  
December 15, 2020



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## INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE REQUIRED BY THE UNIFORM GUIDANCE

Selectboard  
Town of Jay  
Jay, Maine

### Report on Compliance for Each Major Federal Program

We have audited the Town of Jay, Maine's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of Town of Jay, Maine major federal programs for the year ended June 30, 2020. The Town of Jay, Maine's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

### Management's Responsibility

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

### Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the Town of Jay, Maine's major federal programs based on our audit of the type of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Town of Jay, Maine's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

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

### Opinion on Each Major Federal Program

In our opinion, the Town of Jay, Maine, complied in all material respects, with the type of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2020.

### Report on Internal Control Over Compliance

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

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

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

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

*RHR Smith & Company*

Buxton, Maine  
December 15, 2020

TOWN OF JAY, MAINE

SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2020

**Section I - Summary of Auditor's Results**

• *Financial Statements*

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? yes no
- Significant deficiency(ies) identified? yes no
- Noncompliance material to financial statements noted? yes no

• *Federal Awards*

Internal control over major programs:

- Material weakness(es) identified? yes no
- Significant deficiency(ies) identified? yes no

Type of auditor's report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported  
In accordance with §200.516 of Uniform Guidance? yes no

Identification of major programs:

<u>CFDA Numbers</u>	<u>Name of Federal Program or Cluster</u>
66.458	Clean Water State Revolving Fund Cluster

Dollar threshold used to distinguish between type A and B: \$750,000

Auditee qualified as low-risk auditee? yes no

**Section II – Financial Statement Findings**

None

**Section III – Federal Awards Findings and Questioned Costs**

None