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March 3, 2020

Selectboard
Town of Burnham
Burnham, Maine

We were engaged by the Town of Burnham, Maine and have audited the financial statements of the Town of Burnham, Maine as of and for the year ended December 31, 2019. The following statements and schedules have been excerpted from the 2019 financial statements, a complete copy of which, including our opinion thereon, is available for inspection at the Town Office.

Included herein are:

| | |
|---|-------------|
| Balance Sheet - Governmental Funds | Statement C |
| Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds | Statement E |
| Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - General Fund | Schedule 1 |
| Schedule of Departmental Operations - General Fund | Schedule A |
| Combining Balance Sheet - Nonmajor Governmental Funds | Schedule B |
| Combining Schedule of Revenues, Expenditures and Changes in Fund Balances - Nonmajor Governmental Funds | Schedule C |

Certified Public Accountants

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STATEMENT C

TOWN OF BURNHAM, MAINE

BALANCE SHEET - GOVERNMENTAL FUNDS
DECEMBER 31, 2019

| | General Fund | Other Governmental Funds | Total Governmental Funds |
|---|---------------------|--------------------------------|--------------------------------|
| ASSETS | | | |
| Cash and cash equivalents | \$ 1,589,696 | \$ 7,694 | \$ 1,597,390 |
| Investments | - | 19,866 | 19,866 |
| Accounts receivable (net of allowance for uncollectibles): | | | |
| Taxes | 336,529 | - | 336,529 |
| Liens | 67,517 | - | 67,517 |
| Tax acquired property | 3,174 | - | 3,174 |
| TOTAL ASSETS | \$ 1,996,916 | \$ 27,560 | \$ 2,024,476 |
| LIABILITIES | | | |
| Accounts payable | \$ - | \$ - | \$ - |
| TOTAL LIABILITIES | - | - | - |
| DEFERRED INFLOWS OF RESOURCES | | | |
| Prepaid taxes | 9,192 | - | 9,192 |
| Advance payment of LRAP funding | 57,996 | - | 57,996 |
| Deferred taxes | 181,742 | - | 181,742 |
| TOTAL DEFERRED INFLOWS OF RESOURCES | 248,930 | - | 248,930 |
| FUND BALANCES | | | |
| Nonspendable - tax acquired property | 3,174 | - | 3,174 |
| Restricted | - | 27,560 | 27,560 |
| Committed | 190,798 | - | 190,798 |
| Assigned | - | - | - |
| Unassigned | 1,554,014 | - | 1,554,014 |
| TOTAL FUND BALANCES | 1,747,986 | 27,560 | 1,775,546 |
| TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES | \$ 1,996,916 | \$ 27,560 | \$ 2,024,476 |

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

STATEMENT E

TOWN OF BURNHAM, MAINE

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCES - GOVERNMENTAL FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2019

| | General Fund | Other Governmental Funds | Total Governmental Funds |
|--|---------------------|--------------------------------|--------------------------------|
| REVENUES | | | |
| Taxes: | | | |
| Property taxes | \$ 1,711,928 | \$ - | \$ 1,711,928 |
| Excise taxes | 217,834 | - | 217,834 |
| Intergovernmental | 322,013 | - | 322,013 |
| Charges for services | 9,683 | - | 9,683 |
| Interest/costs on liens | 94,486 | - | 94,486 |
| Investment income - net of unrealized gains/(losses) | 17,083 | 22 | 17,105 |
| Other income | 8,461 | - | 8,461 |
| TOTAL REVENUES | 2,381,488 | 22 | 2,381,510 |
| EXPENDITURES | | | |
| Current: | | | |
| General government | 146,426 | - | 146,426 |
| Public safety | 50,884 | - | 50,884 |
| Sanitation | 99,639 | - | 99,639 |
| Public works | 232,897 | - | 232,897 |
| Leisure services | 3,585 | - | 3,585 |
| Community and social services | 9,952 | - | 9,952 |
| Library | 478 | - | 478 |
| Special assessments | 1,385,124 | - | 1,385,124 |
| Unclassified | 52,567 | - | 52,567 |
| Debt service: | | | |
| Principal | 109,983 | - | 109,983 |
| Interest | 7,041 | - | 7,041 |
| Capital outlay | 23,917 | - | 23,917 |
| TOTAL EXPENDITURES | 2,122,493 | - | 2,122,493 |
| NET CHANGE IN FUND BALANCES | 258,995 | 22 | 259,017 |
| FUND BALANCES - JANUARY 1 | 1,488,991 | 27,538 | 1,516,529 |
| FUND BALANCES - DECEMBER 31 | \$ 1,747,986 | \$ 27,560 | \$ 1,775,546 |

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

TOWN OF BURNHAM, MAINE

BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS
 BUDGET AND ACTUAL - GENERAL FUND
 FOR THE YEAR ENDED DECEMBER 31, 2019

| | Budgeted Amounts | | Actual | Variance |
|--|---------------------|---------------------|---------------------|------------------------|
| | Original | Final | | Positive (Negative) |
| Budgetary Fund Balance, January 1 | \$ 1,488,991 | \$ 1,488,991 | \$ 1,488,991 | \$ - |
| Resources (Inflows): | | | | |
| Property taxes | 1,697,655 | 1,697,655 | 1,711,928 | 14,273 |
| Excise taxes | 150,000 | 150,000 | 217,834 | 67,834 |
| Intergovernmental | 231,447 | 271,447 | 322,013 | 50,566 |
| Charges for services | - | - | 9,683 | 9,683 |
| Interest/costs on liens | - | 7,073 | 94,486 | 87,413 |
| Investment income - net of unrealized gains/(losses) | - | - | 17,083 | 17,083 |
| Other revenues | 14,414 | 14,414 | 8,461 | (5,953) |
| Amounts Available for Appropriation | <u>3,582,507</u> | <u>3,629,580</u> | <u>3,870,479</u> | <u>240,899</u> |
| Charges to Appropriations (Outflows): | | | | |
| General government | 160,750 | 165,750 | 146,426 | 19,324 |
| Public safety | 55,839 | 68,220 | 50,884 | 17,336 |
| Sanitation | 100,000 | 100,000 | 99,639 | 361 |
| Public works | 235,000 | 235,000 | 232,897 | 2,103 |
| Leisure services | 2,500 | 5,887 | 3,585 | 2,302 |
| Community and social services | 14,214 | 14,214 | 9,952 | 4,262 |
| Library | 1,000 | 1,000 | 478 | 522 |
| Special assessments | 1,385,124 | 1,385,124 | 1,385,124 | - |
| Unclassified | 66,139 | 66,139 | 52,567 | 13,572 |
| Debt service: | | | | |
| Principal | 49,950 | 97,023 | 109,983 | (12,960) |
| Interest | - | - | 7,041 | (7,041) |
| Capital outlay | 23,000 | 199,145 | 23,917 | 175,228 |
| Total Charges to Appropriation (Outflows) | <u>2,093,516</u> | <u>2,337,502</u> | <u>2,122,493</u> | <u>215,009</u> |
| Budgetary Fund Balance, December 31 | <u>\$ 1,488,991</u> | <u>\$ 1,292,078</u> | <u>\$ 1,747,986</u> | <u>\$ 455,908</u> |
| Utilization of unassigned fund balance | <u>\$ -</u> | <u>\$ 196,913</u> | <u>\$ -</u> | <u>\$ (196,913)</u> |

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

SCHEDULE A

TOWN OF BURNHAM, MAINE

SCHEDULE OF DEPARTMENTAL OPERATIONS - GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2019

| | Original Budget | Budget Adjustments | Final Budget | Actual Expenditures | Variance Positive (Negative) |
|---------------------------|--------------------|-----------------------|-----------------|------------------------|------------------------------------|
| GENERAL GOVERNMENT | | | | | |
| Salaries | \$ 71,000 | \$ - | \$ 71,000 | \$ 78,382 | \$ (7,382) |
| SS and unemployment taxes | 12,000 | - | 12,000 | 9,821 | 2,179 |
| Supplies | 6,500 | - | 6,500 | 3,049 | 3,451 |
| Incidentals | 50,000 | - | 50,000 | 32,396 | 17,604 |
| Assessment review | 5,250 | - | 5,250 | 5,250 | - |
| Building maintenance | 10,000 | 5,000 | 15,000 | 13,243 | 1,757 |
| Office equipment | 6,000 | - | 6,000 | 4,285 | 1,715 |
| Total | 160,750 | 5,000 | 165,750 | 146,426 | 19,324 |
| PUBLIC SAFETY | | | | | |
| Fire department | 20,000 | 1,287 | 21,287 | 21,793 | (506) |
| Fire department pay | 10,000 | 614 | 10,614 | 8,505 | 2,109 |
| Insurance | 16,000 | - | 16,000 | 12,307 | 3,693 |
| Electrical services | 6,500 | - | 6,500 | 5,539 | 961 |
| Emergency management | 1,500 | 7,525 | 9,025 | 500 | 8,525 |
| Animal control | 1,839 | 2,955 | 4,794 | 2,240 | 2,554 |
| Total | 55,839 | 12,381 | 68,220 | 50,884 | 17,336 |

SCHEDULE A (CONTINUED)

TOWN OF BURNHAM, MAINE

SCHEDULE OF DEPARTMENTAL OPERATIONS - GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2019

| | Original Budget | Budget Adjustments | Final Budget | Actual Expenditures | Variance Positive (Negative) |
|------------------------------|--------------------|-----------------------|-----------------|------------------------|------------------------------------|
| PUBLIC WORKS | | | | | |
| Roads and patching | 60,000 | - | 60,000 | 58,433 | 1,567 |
| Winter roads | 155,000 | - | 155,000 | 155,738 | (738) |
| Bush removal | 5,000 | - | 5,000 | 5,000 | - |
| Mowing | 5,000 | - | 5,000 | 3,726 | 1,274 |
| Tree removal | 10,000 | - | 10,000 | 10,000 | - |
| Total | 235,000 | - | 235,000 | 232,897 | 2,103 |
| SANITATION | | | | | |
| Transfer station | 100,000 | - | 100,000 | 99,239 | 761 |
| Recycling | - | - | - | 400 | (400) |
| Total | 100,000 | - | 100,000 | 99,639 | 361 |
| LEISURE SERVICES | | | | | |
| Recreation | 500 | 3,387 | 3,887 | 1,505 | 2,382 |
| Public beach | 1,000 | - | 1,000 | 670 | 330 |
| Swim program | 800 | - | 800 | 800 | - |
| Unity Youth League | 200 | - | 200 | 200 | - |
| Driftbusters Snowmobile Club | - | - | - | 410 | (410) |
| Total | 2,500 | 3,387 | 5,887 | 3,585 | 2,302 |

SCHEDULE A (CONTINUED)

TOWN OF BURNHAM, MAINE

SCHEDULE OF DEPARTMENTAL OPERATIONS - GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2019

| | Original Budget | Budget Adjustments | Final Budget | Actual Expenditures | Variance Positive (Negative) |
|--------------------------------------|--------------------|-----------------------|-----------------|------------------------|------------------------------------|
| COMMUNITY AND SOCIAL SERVICES | | | | | |
| General assistance | 5,000 | - | 5,000 | 738 | 4,262 |
| Midcoast ME Community Action | 650 | - | 650 | 650 | - |
| Community Christmas project | 600 | - | 600 | 600 | - |
| Jaws of Life | 200 | - | 200 | 200 | - |
| KV Council of Governments | 1,723 | - | 1,723 | 1,723 | - |
| KV Mental Health | 1,000 | - | 1,000 | 1,000 | - |
| Hospice Volunteers of Waterville | 460 | - | 460 | 460 | - |
| Senior Spectrum | 731 | - | 731 | 731 | - |
| Sebastcook Regional Land Trust | 250 | - | 250 | 250 | - |
| Volunteer Food Pantry | 600 | - | 600 | 600 | - |
| Waldo County Social Action | 3,000 | - | 3,000 | 3,000 | - |
| Total | 14,214 | - | 14,214 | 9,952 | 4,262 |
| LIBRARY | | | | | |
| Pittsfield Public Library | 1,000 | - | 1,000 | 478 | 522 |
| Total | 1,000 | - | 1,000 | 478 | 522 |
| SPECIAL ASSESSMENTS | | | | | |
| MSAD #53 | 1,202,970 | - | 1,202,970 | 1,202,970 | - |
| Waldo County | 182,154 | - | 182,154 | 182,154 | - |
| Total | 1,385,124 | - | 1,385,124 | 1,385,124 | - |

SCHEDULE A (CONTINUED)

TOWN OF BURNHAM, MAINE

SCHEDULE OF DEPARTMENTAL OPERATIONS - GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2019

| | Original Budget | Budget Adjustments | Final Budget | Actual Expenditures | Variance Positive (Negative) |
|--------------------------------------|---------------------|-----------------------|---------------------|------------------------|------------------------------------|
| DEBT SERVICE | | | | | |
| Principal | 49,950 | 47,073 | 97,023 | 109,983 | (12,960) |
| Interest | - | - | - | 7,041 | (7,041) |
| Total | <u>49,950</u> | <u>47,073</u> | <u>97,023</u> | <u>117,024</u> | <u>(20,001)</u> |
| CAPITAL OUTLAY | | | | | |
| Fire equipment | 10,000 | 49,982 | 59,982 | - | 59,982 |
| Mill bridge | 10,000 | 67,375 | 77,375 | - | 77,375 |
| Capital reserve | - | 6,000 | 6,000 | - | 6,000 |
| Salt building | - | 16,197 | 16,197 | 6,590 | 9,607 |
| Municipal building interior | - | 10,928 | 10,928 | 5,869 | 5,059 |
| Municipal building exterior | - | 6,463 | 6,463 | 3,285 | 3,178 |
| Veteran's memorial park | 1,000 | 8,200 | 9,200 | 8,173 | 1,027 |
| Bicentennial event | 2,000 | 11,000 | 13,000 | - | 13,000 |
| Total | <u>23,000</u> | <u>176,145</u> | <u>199,145</u> | <u>23,917</u> | <u>175,228</u> |
| UNCLASSIFIED | | | | | |
| Bank transfers | - | - | - | 36,728 | (36,728) |
| Cemeteries | 13,000 | - | 13,000 | 11,691 | 1,309 |
| Overlay | 53,139 | - | 53,139 | 4,148 | 48,991 |
| Total | <u>66,139</u> | <u>-</u> | <u>66,139</u> | <u>52,567</u> | <u>13,572</u> |
| TOTAL DEPARTMENTAL OPERATIONS | <u>\$ 2,093,516</u> | <u>\$ 243,986</u> | <u>\$ 2,337,502</u> | <u>\$ 2,122,493</u> | <u>\$ 215,009</u> |

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

TOWN OF BURNHAM, MAINE

COMBINING BALANCE SHEET - NONMAJOR GOVERNMENTAL FUNDS
DECEMBER 31, 2019

| | Permanent Funds | Total Other Governmental Funds |
|--|--------------------|--------------------------------------|
| | <u> </u> | <u> </u> |
| ASSETS | | |
| Cash and cash equivalents | \$ 7,694 | \$ 7,694 |
| Investments | 19,866 | 19,866 |
| TOTAL ASSETS | <u>\$ 27,560</u> | <u>\$ 27,560</u> |
| LIABILITIES | | |
| Due to other funds | \$ - | \$ - |
| TOTAL LIABILITIES | <u>-</u> | <u>-</u> |
| FUND BALANCES | | |
| Nonspendable | - | - |
| Restricted | 27,560 | 27,560 |
| Committed | - | - |
| Assigned | - | - |
| Unassigned | - | - |
| TOTAL FUND BALANCES | <u>27,560</u> | <u>27,560</u> |
| TOTAL LIABILITIES AND FUND BALANCES | <u>\$ 27,560</u> | <u>\$ 27,560</u> |

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TOWN OF BURNHAM, MAINE

COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCES - NONMAJOR GOVERNMENTAL FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2019

| | Permanent Funds | Total Other Governmental Funds |
|---|---------------------|--------------------------------------|
| | <u> </u> | <u> </u> |
| REVENUES | | |
| Investment income - net of unrealized gains/(losses) | \$ 22 | \$ 22 |
| TOTAL REVENUES | <u> 22</u> | <u> 22</u> |
| EXPENDITURES | | |
| Other | - | - |
| TOTAL EXPENDITURES | <u> -</u> | <u> -</u> |
| NET CHANGE IN FUND BALANCES | 22 | 22 |
| FUND BALANCES - JANUARY 1 | <u>27,538</u> | <u>27,538</u> |
| FUND BALANCES - DECEMBER 31 | <u>\$ 27,560</u> | <u>\$ 27,560</u> |

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