

# **TOWN OF BOW, NEW HAMPSHIRE**

## **FINANCIAL REPORT**

**AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2021**

**TOWN OF BOW, NEW HAMPSHIRE**  
**FINANCIAL REPORT**  
**AS OF AND FOR THE FISCAL YEAR ENDED**  
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# Roberts & Greene, PLLC

## INDEPENDENT AUDITOR'S REPORT

To the Town Manager and Members of the Board of Selectmen  
Town of Bow  
10 Grandview Road  
Bow, New Hampshire 03304

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Bow, as of and for the fiscal year ended June 30, 2021, which collectively comprise the Town's basic financial statements as listed in the table of contents, and the related notes to the financial statements.

### ***Management's Responsibility for the Financial Statements***

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

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. 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 statements.

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

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Bow, as of June 30, 2021, and the respective changes in financial position thereof, and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

***Emphasis of Matter***

***Change in Accounting Principle***

As discussed in Note I.B.5. to the financial statements, in the year ended June 30, 2021, the Town adopted new accounting guidance regarding the accounting and reporting for fiduciary activities. Our opinion is not modified with respect to this matter.

***Other Matters***

***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, and pension and OPEB information on pages 3-9 and 43-46 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. 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 basic financial statements of the Town of Bow. The combining and individual fund schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. They are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. The 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 financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund schedules are fairly stated in all material respects in relation to the basic financial statements as a whole.

February 9, 2022

*Roberts & Greene, PLLC*

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

Having responsibility for the financial management of the Town of Bow (“Town”), we offer readers of the Town’s financial statements this narrative overview and analysis of the financial activities of the Town for the year ended June 30, 2021.

### Financial Highlights

As of June 30, 2021, the assets of the Town exceeded its liabilities by \$37,365,801 (net position).

The Town’s net position increased by \$3,634,531.

As of June 30, 2021, the Town’s governmental funds reported combined ending fund balances of \$9,188,861, an increase of \$877,783 in comparison with the prior year.

As of June 30, 2021, the \$1,637,054 unassigned fund balance of the General Fund represented 13% of total General Fund expenditures.

During the year ended June 30, 2021, the Town’s total general obligation bonded debt decreased by \$1,060,000, representing bond principal payments.

### Overview of the Financial Statements

The following discussion and analysis are intended to serve as an introduction to the Town’s basic financial statements. The Town’s basic financial statements comprise three components: government-wide financial statements; fund financial statements; and notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of the Town’s finances, in a manner similar to a private-sector business.

The Statement of Net Position presents information on all of the Town’s assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.

The Statement of Activities presents information showing how the Town’s net position changed during the year ended June 30, 2021. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g. uncollected taxes and earned but unused vacation leave).

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, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Town can be divided into two categories: governmental funds and fiduciary funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the 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 fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Town maintains several individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund and the Expendable Trust Fund, which are considered to be major funds. Data from the other governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these non-major governmental funds is provided in the form of combining statements elsewhere in this report.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statement, because the resources of those funds are not available to support the Town's own programs.

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 fund financial statements.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain supplementary information. Schedules related to other post-employment benefits and pensions are in the Required Supplementary Information Section, which follows the notes. The combining statements, referred to above in connection with non-major governmental funds, and detailed General Fund schedules are presented immediately following this information.

## Government-Wide Financial Analysis

As noted above, net position may serve over time as a useful indicator of a government's financial position. In the case of the Town, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$37,365,801 at June 30, 2021.

The largest portion of the Town's net position (100%) reflects its investment in capital assets (e.g., land, buildings and system, other improvements, machinery, equipment, and infrastructure); less any related debt used to acquire those assets that is still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Town's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

### Town of Bow Net Position Governmental Activities

	<u>June 30, 2021</u>	<u>June 30, 2020</u>
Current assets	\$ 26,632,722	\$ 26,266,900
Capital assets	<u>48,132,282</u>	<u>47,145,948</u>
Total assets	74,765,004	73,412,848
Deferred outflows of resources	2,363,310	1,053,263
Long-term liabilities outstanding	20,006,881	23,188,129
Current liabilities	<u>15,541,125</u>	<u>13,235,588</u>
Total liabilities	35,548,006	36,423,717
Deferred inflows of resources	4,214,507	4,469,938
Net position:		
Invested in capital assets, net of related debt	40,145,662	38,395,948
Restricted	551,953	458,707
Unrestricted	<u>(3,331,814)</u>	<u>(4,918,656)</u>
Total net position	\$ 37,365,801	\$ 33,572,456

A relatively small portion of the Town's net position represents resources that are subject to external restrictions on how they may be used.

As indicated by the schedule below, the Town's net position increased by \$3,634,531 during the year ended June 30, 2021.

**Town of Bow**  
**Changes in Net Position**

	<u>Year Ended</u>	<u>Year Ended</u>
	<u>June 30, 2021</u>	<u>June 30, 2020</u>
<b>Revenues:</b>		
Program revenues:		
Charges for services	\$ 1,085,982	\$ 1,166,328
Operating grants and contributions	1,792,801	309,015
Capital grants and contributions	219,662	231,734
General revenues:		
Property taxes and other taxes	9,168,627	8,914,051
Licenses and permits	2,634,896	2,469,204
Unrestricted grants and contributions	478,792	463,991
Miscellaneous	<u>82,525</u>	<u>187,008</u>
Total revenues	15,463,285	13,741,331
<b>Expenses:</b>		
General government	2,345,810	2,199,927
Public safety	3,680,550	3,636,461
Highways and streets	2,646,529	2,883,618
Sanitation	1,293,647	1,258,416
Water distribution and treatment	73,335	84,953
Health and welfare	9,554	4,461
Culture and recreation	798,056	853,377
Conservation	25,400	34,003
Interest on long-term debt	231,856	270,126
Capital outlay	<u>724,017</u>	<u>645,144</u>
Total expenses	<u>11,828,754</u>	<u>11,881,348</u>
Change in net position	3,634,531	1,859,983
Net position – July 1, restated	<u>33,731,270</u>	<u>31,712,473</u>
Net position – June 30	\$37,365,801	\$33,572,456

**Financial Analysis of the Town's Funds**

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

**Governmental funds**

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

As of June 30, 2021, the Town's governmental funds reported combined fund balances of \$9,188,861, an increase of \$877,783 in comparison to the prior year. This amount consists of: non-spendable fund balances of \$345,326 representing, tax deeded property for resale, prepaid expenditures and the non-spendable portion of permanent funds; restricted fund balances of \$289,598 representing the library fund and the expendable portion of permanent funds; committed fund balances of \$6,913,883 representing designations by Town Meeting votes for future expenditures and the special revenue and capital project funds; assigned fund balances of \$3,000 representing purchase orders or encumbrances authorized by the Board of Selectmen; and a General Fund unassigned fund balance of \$1,637,054.

The General Fund is the chief operating fund of the Town. As of June 30, 2021, the unassigned fund balance of the General Fund was \$1,637,054, while total fund balance amounted to \$1,761,025.

During the year ended June 30, 2021, the unassigned fund balance of the General Fund increased by \$611,620.

#### Budgetary Highlights

The Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual demonstrates compliance with the adopted budget for the year ended June 30, 2021. Actual revenues and transfers in of the General Fund were over budgetary estimates by \$358,584, while expenditures and transfers out were \$764,008 under budget. This produced a favorable total variance of \$1,122,592.

#### Capital Asset and Debt Administration

Capital assets. The Town's investment in capital assets as of June 30, 2021 amounted to \$40,145,662 (net of accumulated depreciation and related long-term debt). This investment in capital assets includes land, buildings, improvements, machinery, equipment, vehicles, and infrastructure and represents an increase of \$2,113,257 compared to the investment in capital assets at July 1, 2020, which is primarily the result of new bridge and road construction.

**Town of Bow**  
**Investment in Capital Assets**

	<u>June 30, 2021</u>	<u>June 30, 2020</u>
Land	\$ 7,507,338	\$ 7,542,890
Buildings and improvements	9,365,682	9,133,197
Machinery, equipment, and vehicles	7,292,737	7,120,416
Infrastructure	58,539,331	58,539,331
Sewer lines	1,703,756	1,703,756
Construction in progress	<u>2,136,689</u>	<u>857,164</u>
Total investment in capital assets	86,545,533	84,896,754
Related long-term debt	(7,986,620)	(9,113,543)
Accumulated depreciation	<u>(38,413,251)</u>	<u>(37,591,992)</u>
Net investment in capital assets	\$ 40,145,662	\$ 38,191,219

Additional information on the Town's capital assets can be found in financial statements.

Long-term bonded debt. As of June 30, 2021, the Town had total long-term bonded debt outstanding of \$7,510,000. The entire amount is backed by the full faith and credit of the Town.

**Town of Bow**  
**Long-Term Bonded Debt**

	<u>June 30, 2021</u>	<u>June 30, 2020</u>
2007 land acquisition bonds	110,000	165,000
2012 water and sewer system bonds	3,910,000	4,565,000
2008 water and sewer system bonds	880,000	990,000
2016 public safety bond	<u>2,610,000</u>	<u>2,850,000</u>
Total long-term debt	\$7,510,000	\$8,570,000

There were no authorized but unissued bonds at June 30, 2021.

**Economic Factors**

Economic factors. The general outlook for Bow's economy seems to be stable. Based on New Hampshire Office of Employment Security estimates, Bow's population has increased by 9% since the 2010 census and by 15% since the 2000 census. The median household income in Bow has long been considerably greater than state and national averages. While the unemployment rate for Bow has decreased from 6.6% to 1.3% during the past year, it still compares very favorably with state and national rates of 2.7% and 3.9%, respectively. More importantly, there continues to be a slight increase in building permits and new vehicle registrations. The Bow Business Development Commission continues to work toward attracting new businesses. Feasibility studies of water and sewer system expansions in the business districts, suggest continued industrial and commercial growth, which Bow has started recently enjoying and which

is so important to increasing the tax base and to providing diverse employment opportunities. Of course Bow's economy is influenced by national and state economic conditions which have been uncertain this past year and may continue into the near future.

Requests for Information

This financial report is designed to provide a general overview of the Town's finances for all those with an interest in the Town's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be directed to the following address.

Town of Bow  
Selectmen's Office  
10 Grandview Road  
Bow, NH 03304

## **BASIC FINANCIAL STATEMENTS**

**EXHIBIT 1**  
**TOWN OF BOW, NEW HAMPSHIRE**  
**Statement of Net Position**  
**June 30, 2021**

	Governmental Activities
<b>ASSETS</b>	
Cash and cash equivalents	\$ 19,444,336
Investments	3,284,110
Receivables, net of allowance for uncollectibles	3,821,305
Prepaid items	56,811
Tax deeded property held for resale	26,160
Capital assets, not being depreciated:	
Land	7,507,338
Construction in progress	2,136,689
Capital assets, net of accumulated depreciation:	
Vehicles	1,879,763
Buildings and building improvements	7,784,237
Machinery and equipment	634,785
Sewer lines	738,179
Roads	14,853,949
Bridges	1,125,127
Water and sewer system	10,992,372
Other infrastructure	479,843
Total assets	<u>74,765,004</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Deferred amounts related to pensions	2,293,151
Deferred amounts related to OPEB	70,159
Total deferred outflows of resources	<u>2,363,310</u>
<b>LIABILITIES</b>	
Accounts payable	422,941
Accrued payroll and benefits	153,870
Accrued interest payable	106,899
Intergovernmental payable	11,864,055
Performance and escrow deposits	430,152
Noncurrent obligations:	
Due within one year:	
Bonds payable	1,060,000
Unamortized bond premium	54,305
Capital leases payable	8,888
Compensated absences payable	31,015
Accrued landfill postclosure care costs	9,000
PSNH settlement	1,400,000
Due in more than one year:	
Bonds payable	6,450,000
Unamortized bond premium	411,891
Capital leases payable	1,536
Compensated absences payable	311,250
Accrued landfill postclosure care costs	81,000
Net pension liability	8,457,641
Other postemployment benefits liability	1,493,563
PSNH settlement	2,800,000
Total liabilities	<u>35,548,006</u>

*(continued)*

The notes to the financial statements are an integral part of this statement.

***EXHIBIT 1 (continued)***  
***TOWN OF BOW, NEW HAMPSHIRE***  
***Statement of Net Position***  
***June 30, 2021***

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	Governmental Activities
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Unearned revenue	4,100,795
Deferred amounts related to pensions	109,075
Deferred amounts related to OPEB	4,637
Total deferred inflows of resources	<u>4,214,507</u>
<b>NET POSITION</b>	
Net investment in capital assets	40,145,662
Restricted for:	
Perpetual care:	
Nonexpendable	262,355
Expendable	100,761
Other purposes	188,837
Unrestricted	(3,331,814)
Total net position	<u>\$ 37,365,801</u>

The notes to the financial statements are an integral part of this statement.

**EXHIBIT 2**  
**TOWN OF BOW, NEW HAMPSHIRE**  
**Statement of Activities**  
**For the Year Ended June 30, 2021**

	Program Revenues				Net (Expense) Revenue and Changes in Net Position
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
<b>Governmental activities:</b>					
General government	\$ 2,345,810	\$ 86,362	\$ 495,577	\$ -	\$ (1,763,871)
Public safety	3,680,550	292,581	263	-	(3,387,706)
Highways and streets	2,646,529	36,400	1,276,590	219,662	(1,113,877)
Sanitation	1,293,647	333,862	1,535	-	(958,250)
Water distribution and treatment	73,335	118,664	76	-	45,405
Health	5,741	-	-	-	(5,741)
Welfare	3,813	-	8,813	-	5,000
Culture and recreation	798,056	218,113	3,462	-	(576,481)
Conservation	25,400	-	6,485	-	(18,915)
Interest on long-term debt	231,856	-	-	-	(231,856)
Capital outlay	724,017	-	-	-	(724,017)
<b>Total governmental activities</b>	<b><u>\$ 11,828,754</u></b>	<b><u>\$ 1,085,982</u></b>	<b><u>\$ 1,792,801</u></b>	<b><u>\$ 219,662</u></b>	<b><u>(8,730,309)</u></b>
<b>General revenues:</b>					
Property taxes					8,562,160
Other taxes					606,467
Licenses and permits					2,634,896
Grants and contributions not restricted to specific programs					478,792
Miscellaneous					82,525
<b>Total general revenues</b>					<b><u>12,364,840</u></b>
Change in net position					3,634,531
Net position, beginning, as restated, see Note III.D.3.					33,731,270
<b>Net position, ending</b>					<b><u>\$ 37,365,801</u></b>

The notes to the financial statements are an integral part of this statement.

**EXHIBIT 3**  
**TOWN OF BOW, NEW HAMPSHIRE**  
**Balance Sheet**  
**Governmental Funds**  
**June 30, 2021**

	General	Expendable Trust	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>				
Cash and cash equivalents	\$ 15,249,646	\$ 1,091,297	\$ 3,103,393	\$ 19,444,336
Investments	-	2,948,046	336,064	3,284,110
Receivables, net of allowance for uncollectibles:				
Taxes	2,333,235	-	22,140	2,355,375
Accounts	185,013	-	86,563	271,576
Intergovernmental	24	-	1,194,330	1,194,354
Interfund receivable	1,023,023	-	237,537	1,260,560
Prepaid items	56,811	-	-	56,811
Tax deeded property held for resale	26,160	-	-	26,160
Total assets	<u>\$ 18,873,912</u>	<u>\$ 4,039,343</u>	<u>\$ 4,980,027</u>	<u>\$ 27,893,282</u>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES</b>				
Liabilities:				
Accounts payable	\$ 277,254	\$ -	\$ 145,687	\$ 422,941
Accrued salaries and benefits	153,870	-	-	153,870
Intergovernmental payable	11,864,055	-	-	11,864,055
Interfund payable	-	230,412	1,030,148	1,260,560
Escrow and performance deposits	430,152	-	-	430,152
Total liabilities	<u>12,725,331</u>	<u>230,412</u>	<u>1,175,835</u>	<u>14,131,578</u>
Deferred inflows of resources:				
Deferred revenue	4,387,556	-	185,287	4,572,843
Fund balances:				
Nonspendable	82,971	-	262,355	345,326
Restricted	-	-	289,598	289,598
Committed	38,000	3,808,931	3,066,952	6,913,883
Assigned	3,000	-	-	3,000
Unassigned	1,637,054	-	-	1,637,054
Total fund balances	<u>1,761,025</u>	<u>3,808,931</u>	<u>3,618,905</u>	<u>9,188,861</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 18,873,912</u>	<u>\$ 4,039,343</u>	<u>\$ 4,980,027</u>	<u>\$ 27,893,282</u>

The notes to the financial statements are an integral part of this statement.

**EXHIBIT 4**  
**TOWN OF BOW, NEW HAMPSHIRE**  
**Reconciliation of Total Fund Balances of Governmental Funds to the Statement of Net Position**  
**June 30, 2021**

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Total fund balances of governmental funds (Exhibit 3)	\$ 9,188,861
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.	
Cost	\$ 86,545,533
Less accumulated depreciation	<u>(38,413,251)</u>
	48,132,282
Interfund receivables and payables between governmental funds are eliminated on the statement of net position.	
Receivables	\$ (1,260,560)
Payables	<u>1,260,560</u>
Revenues that are not available to pay for current period expenditures are deferred in the funds.	
Unavailable tax revenue	\$ 448,046
Unavailable ambulance revenue	<u>24,002</u>
	472,048
Interest on long-term debt is not accrued in governmental funds.	
Accrued interest payable	(106,899)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds.	
Bonds outstanding	\$ 7,510,000
Unamortized bond premium	466,196
Capital lease outstanding	10,424
Compensated absences payable	342,265
Accrued landfill postclosure care costs	90,000
Net pension liability	8,457,641
Other postemployment benefits liability	1,493,563
PSNH settlement	<u>4,200,000</u>
	(22,570,089)
Deferred outflows and inflows of resources are applicable to future periods and, therefore, are not reported in the funds.	
Deferred outflows of resources related to pensions	\$ 2,293,151
Deferred outflows of resources related to OPEB	70,159
Deferred inflows of resources related to pensions	<u>(109,075)</u>
Deferred inflows of resources related to OPEB	<u>(4,637)</u>
	2,249,598
Total net position of governmental activities (Exhibit 1)	<u><u>\$ 37,365,801</u></u>

The notes to the financial statements are an integral part of this statement.

**EXHIBIT 5**  
**TOWN OF BOW, NEW HAMPSHIRE**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Governmental Funds**  
**For the Year Ended June 30, 2021**

	General	Expendable Trust	Other Governmental Funds	Total Governmental Funds
<b>Revenues:</b>				
Taxes	\$ 8,744,752	\$ -	\$ 516,090	\$ 9,260,842
Licenses, permits and fees	2,636,133	-	-	2,636,133
Intergovernmental	951,370	-	1,278,188	2,229,558
Charges for services	449,733	-	632,873	1,082,606
Miscellaneous	278,116	19,775	75,773	373,664
<b>Total revenues</b>	<b>13,060,104</b>	<b>19,775</b>	<b>2,502,924</b>	<b>15,582,803</b>
<b>Expenditures:</b>				
<b>Current:</b>				
General government	3,620,486	57,911	4,073	3,682,470
Public safety	3,011,356	-	43,342	3,054,698
Highways and streets	1,579,763	-	-	1,579,763
Sanitation	808,411	-	156,079	964,490
Water distribution and treatment	-	-	73,335	73,335
Health	5,741	-	-	5,741
Welfare	748	-	3,065	3,813
Culture and recreation	536,198	-	223,487	759,685
Conservation	-	-	25,400	25,400
<b>Debt service:</b>				
Principal	1,060,000	-	-	1,060,000
Interest	300,304	-	-	300,304
Capital outlay	1,691,584	-	1,503,737	3,195,321
<b>Total expenditures</b>	<b>12,614,591</b>	<b>57,911</b>	<b>2,032,518</b>	<b>14,705,020</b>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<b>445,513</b>	<b>(38,136)</b>	<b>470,406</b>	<b>877,783</b>
<b>Other financing sources (uses):</b>				
Transfers in	914,797	678,116	348,627	1,941,540
Transfers out	(748,690)	(1,108,541)	(84,309)	(1,941,540)
<b>Total other financing sources and uses</b>	<b>166,107</b>	<b>(430,425)</b>	<b>264,318</b>	<b>-</b>
<b>Net change in fund balances</b>	<b>611,620</b>	<b>(468,561)</b>	<b>734,724</b>	<b>877,783</b>
<b>Fund balances, beginning</b>	<b>1,149,405</b>	<b>4,277,492</b>	<b>2,884,181</b>	<b>8,311,078</b>
<b>Fund balances, ending</b>	<b>\$ 1,761,025</b>	<b>\$ 3,808,931</b>	<b>\$ 3,618,905</b>	<b>\$ 9,188,861</b>

The notes to the financial statements are an integral part of this statement.

**EXHIBIT 6**  
**TOWN OF BOW, NEW HAMPSHIRE**  
**Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund**  
**Balances of Governmental Funds to the Statement of Activities**  
**For the Year Ended June 30, 2021**

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Net change in fund balances of governmental funds (Exhibit 5)	\$ 877,783
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures. In the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which depreciation expense exceeded capitalized capital outlay in the current period.	
Capitalized capital outlay	\$ 2,537,206
Depreciation expense	<u>(1,647,099)</u>
	890,107
The net effect of the disposal of capital assets decreased net position.	
	(62,587)
Transfers in and out between governmental funds are eliminated on the operating statement.	
Transfers in	\$ (1,941,540)
Transfers out	<u>1,941,540</u>
	-
Revenue in the statement of activities that does not provide current financial resources is not reported as revenue in governmental funds.	
Change in unavailable tax revenue	\$ (142,727)
Change in unavailable ambulance revenue	<u>3,376</u>
	(139,351)
The repayment of the principal of long-term debt consumes the current financial resources of governmental funds, but has no effect on net position.	
Repayment of bond principal	\$ 1,060,000
Amortization of bond premium	54,305
Repayment of capital lease principal	<u>12,618</u>
	1,126,923
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.	
Decrease in accrued interest expense	\$ 14,143
Decrease in compensated absences payable	2,431
Decrease in OPEB liability and related deferrals	76,548
Decrease in PSNH liability	<u>1,550,000</u>
	1,643,122
Governmental funds report pension contributions as expenditures. However, in the statement of activities, the cost of pension benefits earned, net of employee contributions, is reported as pension expense.	
Town pension contributions	\$ 595,539
Cost of benefits earned, net of employee contributions	<u>(1,297,005)</u>
	(701,466)
Change in net position of governmental activities (Exhibit 2)	<u><u>\$ 3,634,531</u></u>

The notes to the financial statements are an integral part of this statement.

**EXHIBIT 7**  
**TOWN OF BOW, NEW HAMPSHIRE**  
**General Fund**  
*Statement of Revenues, Expenditures and Changes in Unassigned Fund Balance*  
*Budget and Actual (Non-GAAP Budgetary Basis)*  
*For the Year Ended June 30, 2021*

	Original and Final Budget	Actual	Variance Positive (Negative)
<b>REVENUES</b>			
Taxes	\$ 8,544,842	\$ 8,602,025	\$ 57,183
Licenses, permits and fees	2,485,150	2,636,133	150,983
Intergovernmental	742,700	951,370	208,670
Charges for services	550,925	449,733	(101,192)
Miscellaneous	235,176	278,116	42,940
<b>Total revenues</b>	<b>12,558,793</b>	<b>12,917,377</b>	<b>358,584</b>
<b>EXPENDITURES</b>			
Current:			
General government	3,617,181	3,618,986	(1,805)
Public safety	3,097,177	2,998,352	98,825
Highways and streets	1,778,348	1,582,763	195,585
Sanitation	839,343	808,411	30,932
Health	9,452	5,741	3,711
Welfare	6,581	748	5,833
Culture and recreation	582,497	536,198	46,299
Debt service:			
Principal	1,060,000	1,060,000	-
Interest on long-term debt	313,253	300,304	12,949
Interest on tax anticipation note	1	-	1
Capital outlay	1,952,068	1,580,390	371,678
<b>Total expenditures</b>	<b>13,255,901</b>	<b>12,491,893</b>	<b>764,008</b>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<b>(697,108)</b>	<b>425,484</b>	<b>1,122,592</b>
Other financing sources (uses):			
Transfers in	1,375,224	914,797	(460,427)
Transfers out	(678,116)	(748,690)	(70,574)
Total other financing sources and uses	<b>697,108</b>	<b>166,107</b>	<b>(531,001)</b>
Net change in fund balance	\$ -	591,591	\$ 591,591
Decrease in nonspendable fund balance		5,716	
Unassigned fund balance, beginning		1,487,793	
Unassigned fund balance, ending		<b>\$ 2,085,100</b>	

The notes to the financial statements are an integral part of this statement.

**EXHIBIT 8**  
**TOWN OF BOW, NEW HAMPSHIRE**  
**Statement of Fiduciary Net Position**  
**Fiduciary Funds**  
**June 30, 2021**

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	Custodial
Assets:	
Cash and cash equivalents	\$ 570,648
Investments	<u>1,560,747</u>
Total assets	<u>2,131,395</u>
Liabilities	-
Net position	<u><u>\$ 2,131,395</u></u>

The notes to the financial statements are an integral part of this statement.

**EXHIBIT 9**  
**TOWN OF BOW, NEW HAMPSHIRE**  
**Statement of Changes in Fiduciary Net Position**  
**Fiduciary Funds**  
**For the Year Ended June 30, 2021**

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	Custodial
<b>Additions:</b>	
Receipts from School District	\$ 92,587
Investment earnings:	
Interest and dividends	21,861
Net change in fair value of investments	(8,454)
Total additions	<u>105,994</u>
<b>Deductions:</b>	
Payments to School District	<u>51,000</u>
Change in net position	54,994
Net position, beginning, as restated, see Note III.D.3.	<u>2,076,401</u>
Net position, ending	<u><u>\$ 2,131,395</u></u>

The notes to the financial statements are an integral part of this statement.

**NOTES TO THE BASIC FINANCIAL STATEMENTS**

**TOWN OF BOW, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

**I. Summary of Significant Accounting Principles**

**I.A. Introduction**

The accounting and reporting framework and the more significant accounting principles and practices of the Town of Bow (the Town) are discussed in subsequent sections of this note. The remainder of the notes is organized to provide explanations, including required disclosures, of the Town's financial activities for the fiscal year ended June 30, 2021.

**I.B. Financial Reporting Entity – Basis of Presentation**

**I.B.1. *Entity Defined***

The Town of Bow is a municipal corporation governed by a town manager and board of selectmen consisting of five members elected by the voters. These financial statements present the financial position and activity of the primary government. Component units are organizations for which the primary government is financially accountable, or other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the financial reporting entity's financial statements to be misleading or incomplete. Based on the stated criteria, the Town's financial statements do not include any component units.

**I.B.2. *Government-Wide and Fund Financial Statements***

*Government-Wide Financial Statements*

The government-wide financial statements include the statement of net position and the statement of activities. These statements report financial information for the Town as a whole, excluding fiduciary activities. Individual funds are not displayed.

The statement of activities reports the direct expenses of a given function offset by program revenues directly connected with the functional program. Direct expenses are those that are clearly identifiable with a specific function. A function is an assembly of similar activities and may include portions of a fund or summarize more than one fund to capture the expenses and program revenues associated with a distinct functional activity. Program revenues include: (1) charges for services which report fees, fines and forfeitures, and other charges for the Town's services; (2) operating grants and contributions, which finance annual operating activities including restricted investment income; and (3) capital grants and contributions, which finance the acquisition, construction, or rehabilitation of capital assets. These revenues are subject to externally imposed restrictions to these program uses. Taxes and revenue from other sources not properly included with program revenues are reported as general revenues.

**TOWN OF BOW, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

*Fund Financial Statements*

Fund financial statements are provided for governmental and fiduciary funds, even though the latter are excluded from the government-wide financial statements. The major individual, governmental funds are reported in separate columns in the basic fund financial statements with composite columns for nonmajor funds.

**I.B.3. Measurement Focus, Basis of Accounting and Financial Statement Presentation**

The financial statements of the Town are prepared in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP). The Town's reporting entity applies all relevant Governmental Accounting Standards Board (GASB) pronouncements.

The government-wide statements report using the economic resources measurement focus and the accrual basis of accounting generally including the reclassification or elimination of internal activity (between or within funds). Reimbursements are reported as reductions to expenses. Fiduciary fund financial statements also report using this same basis of accounting, although internal activity is not eliminated in these statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Property tax revenues are recognized in the year for which they are levied, while grants are recognized when grantor eligibility requirements are met.

Governmental fund financial statements report using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to pay current liabilities. The Town considers revenues to be available if they are collected within sixty days of the end of the fiscal year. Expenditures are recorded when the related fund liability is incurred, except for general obligation debt principal and interest, which are reported as expenditures in the year due.

Major revenues susceptible to accrual are property taxes, intergovernmental amounts and investment income. In general, other revenues are recognized when cash is received.

When both restricted and unrestricted resources are available for use, it is the Town's policy to use restricted resources first, then unrestricted resources as needed. Restricted assets and liabilities payable from restricted assets current in nature are reported with current assets and current liabilities in the financial statements.

**TOWN OF BOW, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

**I.B.4. Fund Types and Major Funds**

*Governmental Funds*

The Town reports the following major governmental funds:

*General Fund* – Reports as the primary fund of the Town. This fund is used to account for all financial resources not reported in other funds.

*Expendable Trust Fund* – Reports as a Capital Project Fund and is used to report those accounts established by Town Meeting and held by the Trustees of Trust Funds for expenditures of subsequent years, primarily of a capital nature.

The Town also reports sixteen nonmajor governmental funds.

*Fiduciary Fund*

The Town reports the following fiduciary fund:

*Custodial Fund* – Accounts for fiduciary assets held by the Town in a custodial capacity as an agent on behalf of others. The custodial fund is used to account for the various capital reserve and scholarship accounts held by the Trustees of Trust Funds on behalf of the local school district.

**I.B.5. Change in Accounting Principle**

During the year, the Town adopted the provisions of GASB Statement No. 84, *Fiduciary Activities*. This results in a change in the measurement and presentation of the prior agency fund, which is now reported as a custodial fund, and additions and deductions are now reported on the Statement of Changes in Fiduciary Net Position. The prior year's equity was restated as shown in Note III.D.3. to reflect this change.

**I.C. Assets, Liabilities, and Net Position or Fund Equity**

**I.C.1. Cash and Investments**

The laws of the State of New Hampshire require that the Town's treasurer have custody of all monies belonging to the Town, other than those held by the trustees of trust funds and library trustees, and pay out the same only upon orders of the Town Manager or Board of Selectmen. The treasurer shall deposit all monies in participation units in the public deposit investment pool established pursuant to N.H. RSA 383:22 or in solvent banks in the state. Funds may be deposited in banks outside the state if such banks pledge or deliver to a third party custodial bank or the Federal Reserve Bank, collateral

**TOWN OF BOW, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

security for such deposits, United States government or government agency obligations, or obligations of the State of New Hampshire in value at least equal to the amount of the deposit in each case.

Investments are stated at fair value based on quoted market prices.

New Hampshire law authorizes the Town to invest in obligations of the United States government; the public deposit investment pool established pursuant to RSA 383:22; savings bank deposits; prime bankers' acceptances; or certificates of deposit and repurchase agreements of banks incorporated under the laws of the State of New Hampshire or in banks recognized by the state treasurer.

Any person who directly or indirectly receives any such funds or monies for deposit or for investment in securities of any kind shall, prior to acceptance of such funds, make available at the time of such deposit or investment an option to have such funds secured by collateral having a value at least equal to the amount of such funds. Such collateral shall be segregated for the exclusive benefit of the Town. Only securities defined by the bank commissioner as provided by rules adopted pursuant to RSA 386:57 shall be eligible to be pledged as collateral.

**I.C.2. *Capital Assets and Depreciation***

Generally, the Town's property, plant and equipment with useful lives of more than two years are stated at historical cost and reported in the government-wide financial statements. Donated assets are stated at acquisition value on the date donated. The Town generally capitalizes assets with cost of \$5,000 or more as purchase and construction outlays occur. The costs of normal maintenance and repairs that do not add to the asset value or materially extend useful lives are not capitalized. Capital assets are depreciated using the straight-line method. When capital assets are disposed of, the cost and applicable accumulated depreciation are removed from the respective accounts, and the resulting gain or loss is recorded in operations.

Estimated useful lives, in years, for depreciable assets are as follow:

	<u>Years</u>
Vehicles	4-20
Buildings and building improvements	25-200
Machinery and equipment	5-30
Sewer Lines	50
Roads	50
Bridges	50
Water and sewer system	50
Other infrastructure	10-50

**TOWN OF BOW, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

**I.C.3. *Long-Term Debt***

In the government-wide financial statements, outstanding debt is reported as liabilities. The balance of long-term debt is not reported in the governmental funds.

**I.C.4. *Equity***

The government-wide statement of net position reports net position in the following components:

- Net investment in capital assets, which is computed as the total capital assets less accumulated depreciation, net of outstanding debt used to acquire those assets.
- Restricted for perpetual care, which consists of the balance of the permanent fund that is allowed to be used only for cemetery care. This balance is segregated between nonexpendable, representing the principal balance that must be invested to generate income and cannot be expended, and expendable, representing income earned that can be used for cemetery care.
- Restricted for other purposes, which consists of the rest of the permanent fund that is to be used for library and other purposes, the balance of the library fund, and the balance of the grants fund that is restricted to specific uses per the respective donors.
- Unrestricted, which consists of the remaining balance of net position.

The governmental funds report the following components of fund balance:

- Nonspendable, representing the principal balance of the permanent fund that cannot be spent, and prepaid items and tax deeded property held for resale which are not in a spendable form.
- Restricted, representing the income portion of the permanent fund and the balance of the library fund that can only be used for specific purposes per terms of endowments or State law, and the balance of the grants fund whose use is restricted by grant terms or law.
- Committed, representing the unspent balances of special warrant articles, and the balances of capital projects funds (including the expendable trust fund), and special revenue funds.
- Assigned, representing amounts encumbered by purchase order or action of the Board of Selectmen.
- Unassigned, representing the remaining balance of the General Fund.

**TOWN OF BOW, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

**I.C.5. Use of Estimates**

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**II. Stewardship, Compliance and Accountability**

**II.A. Budgetary Information**

An annual budget was adopted on a basis consistent with generally accepted accounting principles for the General Fund, as well as some of the nonmajor funds. Unless nonlapsing or encumbered, all governmental fund appropriations lapse at year-end. The Town is allowed to use beginning unassigned fund balance to balance the budget. In fiscal year 2021, none of the General Fund unassigned fund balance from fiscal year 2020 was so used.

Encumbrance accounting is employed by the governmental funds. Encumbrances (e.g., purchase orders, contracts, balances of special warrant articles) outstanding at year-end are reported as commitments or assignments of fund balances and do not constitute expenditures or liabilities because they will be added to the appropriations voted in the subsequent year.

Revenues are budgeted by source. Expenditures in the General Fund are budgeted by functions as follow: general government, public safety, highways and streets, sanitation, health, welfare, culture and recreation, debt service and capital outlay. Management can transfer appropriations among budget line items as necessary, but the total expenditures cannot legally exceed the total appropriations unless permission is received from the Commissioner of Revenue Administration.

**II.B. Reconciliation of General Fund Budgetary Basis to GAAP**

Revenues and other financing sources:	
Per Exhibit 7 (budgetary basis)	\$ 13,832,174
Adjustments:	
Basis difference:	
Tax revenue deferred in the prior year	590,773
Tax revenue deferred in the current year	(448,046)
Per Exhibit 5 (GAAP basis)	<u><u>\$ 13,974,901</u></u>
Expenditures and other financing uses:	
Per Exhibit 7 (budgetary basis)	\$ 13,240,583
Adjustments:	
Basis difference:	
Encumbrances, beginning	163,698
Encumbrances, ending	(41,000)
Per Exhibit 5 (GAAP basis)	<u><u>\$ 13,363,281</u></u>

**TOWN OF BOW, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

Unassigned fund balance:	
Per Exhibit 7 (budgetary basis)	\$ 2,085,100
Adjustment:	
Basis difference:	
Deferred tax revenue, GAAP basis	(448,046)
Per Exhibit 3 (GAAP basis)	<u>\$ 1,637,054</u>

The other major fund, the Expendable Trust Fund, is not formally budgeted.

**III. Detailed Notes on Funds and Government-Wide Statements**

**III.A. Assets**

**III.A.1. *Cash and Equivalents***

The Town reported total cash and equivalents in all funds of \$20,014,984 which represented bank balances of \$19,375,436, of which \$1,445,087, consisting of money market funds, was uninsured and uncollateralized. These funds are invested in U.S. government agencies.

**III.A.2. *Investments***

As of June 30, 2021, the Town had the following investments:

Certificates of Deposit	\$ 520,220
U.S. Government Agencies	3,011,620
Mutual Funds	363,080
Corporate Bonds	949,016
Mortgage-Backed Securities	921
	<u>\$ 4,844,857</u>

The investments appear in the financial statements as follow:

Fund reporting level:	
Governmental funds - balance sheet (Exhibit 3)	\$ 3,284,110
Fiduciary funds - statement of fiduciary net position (Exhibit 8)	1,560,747
Total	<u>\$ 4,844,857</u>

**TOWN OF BOW, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

*Fair Value Measurement*

The Town categorizes its fair value investments within the fair value hierarchy established by generally accepted accounting principles. The Town has the following recurring fair value measurements as of June 30, 2021:

<u>Investment</u>	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
Certificates of Deposit	\$ -	\$ 520,220	\$ -	\$ 520,220
U.S. Government Obligations	3,011,620	-	-	3,011,620
Mutual Funds	363,080	-	-	363,080
Corporate Bonds	949,016	-	-	949,016
Mortgage-Backed Securities	921	-	-	921
	<u>\$ 4,324,637</u>	<u>\$ 520,220</u>	<u>\$ -</u>	<u>\$ 4,844,857</u>

The Town classifies its investments into Level 1, which refers to investments traded in an active market; Level 2, which refers to investments not traded on an active market but for which observable market inputs are readily available; and Level 3, which refers to investments not traded in an active market and for which no significant observable market inputs are available. Generally, Level 3 investments are valued based upon information provided by fund managers, including audited financial statements of the investment fund. The levels relate to valuation only and do not necessarily indicate a measure of risk.

*Investment Risk*

**Credit Risk** is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. New Hampshire law limits investments to those described in Note I.C.1. The Town's credit rating quality of investments as of June 30, 2021 is as follows:

	<u>Fair</u> <u>Value</u>
Aaa	\$ 2,725,773
Aa	315,879
A	314,657
N/A	605,248
Not rated	520,220
Exempt from disclosure	<u>363,080</u>
	<u><u>\$ 4,844,857</u></u>

**TOWN OF BOW, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

**Interest Rate Risk** is the risk that changes in interest rates will adversely affect the fair value of an investment. Investments held for longer periods are subject to increased risk of adverse interest rate changes. The Town's investment policy limits average maturities to no more than seven years with a maximum maturity of fifteen years. The Town's sensitivity of the fair value of the Town's investments to market interest rate fluctuations is as follows:

	Fair Value	Investment maturities (in years)		
		Less than 1	1 to 5	5 to 10
U.S. Government Agencies	\$ 3,011,620	\$ 505,030	\$ 2,256,585	\$ 250,005
Certificates of Deposit	520,220	-	520,220	-
Corporate Bonds	949,016	403,883	545,133	-
Mortgage Backed Securities	921	-	921	-
	<b>\$ 4,481,777</b>	<b>\$ 908,913</b>	<b>\$ 3,322,859</b>	<b>\$ 250,005</b>

**III.A.3. Receivables, Uncollectible Accounts and Deferred Revenue**

*Property Taxes Receivable and Property Tax Calendar*

Property taxes are levied and collected by the Town on a semi-annual basis. Tax bills are due on or around July 1 and December 1, with interest of 8% per annum on all taxes levied in 2020 or 2021, and 12% per annum on all previously levied taxes, not received by the due date. The first billing is an estimate only based on half of the previous year's billing. The final billing is levied based on an inventory taken in April of each year (the tax year runs from April 1 to March 31), and is assessed after the tax rate has been calculated and set by the New Hampshire Department of Revenue Administration. A lien should be executed on any unpaid property taxes in the following year and this lien takes priority over any others. Interest of 18% per annum is charged upon redemption of liened taxes levied prior to 2019, and 14% per annum for the redemption of taxes levied thereafter. Properties not redeemed within two years of the date of the tax lien should be deeded to the Town. During the current fiscal year, the tax collector executed a lien for uncollected 2019 property taxes on September 24<sup>th</sup>.

The property taxes levied and collected by the Town include amounts for the State of New Hampshire, the Bow School District and Merrimack County. The Town is responsible for the collection of all these taxes. During the annual tax rate setting process, the Town sets an amount for potential abatements and tax deedings, known as overlay. Overlay is raised through taxation and is reported as a reduction in tax revenue.

The net assessed valuation as of April 1, 2020, on which the 2020 property tax levy was based was:

For the New Hampshire education tax	\$ 1,168,733,773
For all other taxes	\$ 1,272,627,173

**TOWN OF BOW, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

The tax rates and amounts assessed for the fiscal year ended June 30, 2021 were as follow:

	Per \$1,000 of Assessed Valuation	
Municipal portion	\$7.11	\$ 9,050,238
School portion:		
State of New Hampshire	\$1.89	2,214,241
Local	\$14.04	17,861,480
County portion	\$2.54	3,231,486
Total property taxes assessed		<u><u>\$ 32,357,445</u></u>

The following details the taxes receivable at year-end:

Property:		
Levy of 2021	\$ 2,053,670	
Levy of 2020	198,952	
Unredeemed (under tax lien):		
Levy of 2019	113,550	
Levies of 2018 and prior	15,826	
Land use change	22,140	
Timber	1,237	
Less: allowance for estimated uncollectible taxes	(50,000)	
Net taxes receivable	<u><u>\$ 2,355,375</u></u>	

*Other Receivables and Uncollectible/Unavailable Accounts*

Other receivables include amounts due for sewer, ambulance, water, police, solid waste, and land sales. The accounts receivable are reported net of any allowance for uncollectible accounts. The allowance consists of an amount for potential adjustments to ambulance receivables.

Related amounts are as follow:

Accounts	\$ 554,821	
Intergovernmental	1,194,354	
Less: allowance for uncollectible amounts	(283,245)	
Net total receivables	<u><u>\$ 1,465,930</u></u>	

Deferred revenue in the governmental funds consists of \$448,046 of taxes and \$24,002 of ambulance charges that were not received within sixty days of year-end; and \$4,006,434 of property taxes committed for the fiscal year 2022, \$86,247 of tax overpayments to be applied to the next billing, \$189 of sewer overpayments and \$5,825 of sewer charges collected in advance, and \$2,100 of fall preschool tuition collected in advance. In the governmental activities, the amounts that were not received within the sixty days are not considered to be deferred, and the other amounts are reported as unearned.

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**III.A.4. Capital Assets**

*Changes in Capital Assets*

The following provides a summary of changes in capital assets:

	Balance, beginning	Additions	Deletions	Balance, ending
<b>At cost:</b>				
Not being depreciated:				
Land	\$ 7,542,890	\$ 4,420	\$ (39,972)	\$ 7,507,338
Construction in progress	857,164	1,562,528	(283,003)	2,136,689
Total capital assets not being depreciated	<u>8,400,054</u>	<u>1,566,948</u>	<u>(322,975)</u>	<u>9,644,027</u>
Being depreciated:				
Vehicles	4,325,762	985,256	(502,600)	4,808,418
Buildings and improvements	9,133,197	277,485	(45,000)	9,365,682
Machinery and equipment	2,794,654	-	(310,335)	2,484,319
Sewer lines	1,703,756	-	-	1,703,756
Roads	42,515,644	-	-	42,515,644
Bridges	1,680,619	-	-	1,680,619
Water and sewer system	13,740,462	-	-	13,740,462
Other infrastructure	602,606	-	-	602,606
Total capital assets being depreciated	<u>76,496,700</u>	<u>1,262,741</u>	<u>(857,935)</u>	<u>76,901,506</u>
Total all capital assets	<u>84,896,754</u>	<u>2,829,689</u>	<u>(1,180,910)</u>	<u>86,545,533</u>
<b>Less accumulated depreciation:</b>				
Vehicles	(3,152,093)	(269,682)	493,120	(2,928,655)
Buildings and improvements	(1,500,340)	(126,105)	45,000	(1,581,445)
Machinery and equipment	(2,017,106)	(120,148)	287,720	(1,849,534)
Sewer lines	(931,502)	(34,075)	-	(965,577)
Roads	(26,882,547)	(779,148)	-	(27,661,695)
Bridges	(525,012)	(30,480)	-	(555,492)
Water and sewer system	(2,473,281)	(274,809)	-	(2,748,090)
Other infrastructure	(110,111)	(12,652)	-	(122,763)
Total accumulated depreciation	<u>(37,591,992)</u>	<u>(1,647,099)</u>	<u>825,840</u>	<u>(38,413,251)</u>
Net book value, capital assets being depreciated	<u>38,904,708</u>	<u>(384,358)</u>	<u>(32,095)</u>	<u>38,488,255</u>
Net book value, all capital assets	<u>\$ 47,304,762</u>	<u>\$ 1,182,590</u>	<u>\$ (355,070)</u>	<u>\$ 48,132,282</u>

*This note continues on the following page.*

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Depreciation expense was charged to functions of the Town as follows:

Governmental activities:	
General government	\$ 78,972
Public safety	225,319
Highways and streets	994,984
Sanitation	329,157
Culture and recreation	18,667
Total depreciation expense	<u><u>\$ 1,647,099</u></u>

### **III.B. Liabilities**

#### ***III.B.1. Intergovernmental Payable***

The amounts due to other governments at June 30, 2021 consist of \$12,162 of miscellaneous fees due to the State of New Hampshire, and the portions of the June property tax commitment due to the School District (\$10,722,954) and Merrimack County (\$1,128,939)

#### ***III.B.2. PSNH Settlement***

Public Service Company of New Hampshire (PSNH), doing business as Eversource Energy, had filed litigation involving the tax years from 2014 through 2018. During fiscal year 2019, a settlement was reached which stipulates the assessment of Eversource property in Bow for the years 2019 through 2023 which Eversource will not challenge. The Town was bound by the settlement agreement to refund \$10,000,000 to PSNH in the form of \$4,250,000 in three scheduled payments during calendar year 2020, and four years of tax credits in fiscal years 2021-2024 totaling the balance. In the event that the taxes owed are less than the credit for each year, the difference will be refunded. During the current year, \$1,313,108 of abatements were issued, and \$236,892 was refunded. The three additional years of credits are reported as a long-term liability in the Governmental Activities.

#### ***III.B.3. Long-Term Liabilities***

General obligation bonds are approved by the voters and repaid with general revenues (property taxes). These liabilities are backed by the full faith and credit of the Town. Long-term liabilities also include unamortized bond premium, capital leases, compensated absences, the accrued landfill postclosure care costs, the net pension liability, and the total OPEB liability.

State and federal laws and regulations require that the Town continue to perform certain monitoring and maintenance functions at the landfill site for at least ten more years. The amount recorded as the postclosure care costs liability represents the estimate of what it will cost for these monitoring and maintenance costs over the next ten years. The actual cost of postclosure care could be higher or lower.

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Long-term liabilities currently outstanding are as follow:

	Original Amount	Issue Date	Maturity Date	Interest Rate %	Outstanding at June 30, 2021	Current Portion
General obligation bonds payable:						
Land purchase	\$880,600	2007	2023	4.00-5.00	\$ 110,000	\$ 55,000
Water/sewer system	\$2,212,020	2008	2029	4.00-5.00	880,000	110,000
Water/sewer project	\$9,805,300	2011	2027	2.00-4.00	3,910,000	655,000
Public safety	\$3,571,850	2017	2032	2.02-5.02	2,610,000	240,000
					7,510,000	1,060,000
Unamortized bond premium					466,196	54,305
Capital lease payable:						
Telephone system	\$39,830	2018	2023	6.20	10,424	8,888
Compensated absences payable					342,265	31,015
Accrued landfill postclosure care costs					90,000	9,000
Net pension liability					8,457,641	-
Other postemployment benefits liability					1,493,563	-
					<u>\$ 18,370,089</u>	<u>\$ 1,163,208</u>

The following is a summary of changes in the long-term liabilities for the year ended June 30, 2021:

	General Obligation Bonds Payable	Unamortized Bond Premium	Capital Lease Payable	Compensated Absences Payable	Accrued Landfill Postclosure Care Costs	Net Pension Liability	OPEB Liability	Total
Balance, beginning	\$ 8,570,000	\$ 520,501	\$ 23,042	\$ 344,696	\$ 90,000	\$ 6,321,114	\$ 1,568,776	\$ 17,438,129
Additions	-	-	-	-	-	2,136,527	-	2,136,527
Reductions	(1,060,000)	(54,305)	(12,618)	(2,431)	-	-	(75,213)	(1,204,567)
Balance, ending	<u>\$ 7,510,000</u>	<u>\$ 466,196</u>	<u>\$ 10,424</u>	<u>\$ 342,265</u>	<u>\$ 90,000</u>	<u>\$ 8,457,641</u>	<u>\$ 1,493,563</u>	<u>\$ 18,370,089</u>

The annual debt service requirements to maturity for the bonds as of year-end are as follow:

Year Ending June 30,	Principal	Interest	Total
2022	\$ 1,060,000	\$ 266,407	\$ 1,326,407
2023	1,060,000	195,953	1,255,953
2024	1,000,000	153,024	1,153,024
2025	1,000,000	121,892	1,121,892
2026	1,000,000	70,766	1,070,766
2027-2031	2,155,000	141,949	2,296,949
2032	235,000	4,723	239,723
Totals	<u>\$ 7,510,000</u>	<u>\$ 954,714</u>	<u>\$ 8,464,714</u>

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The annual debt service requirements to maturity for the capital lease are as follow:

Year Ending	Principal	Interest	Total
June 30,			
2022	\$ 8,888	\$ 397	\$ 9,285
2023	1,536	12	1,548
Totals	<u>\$ 10,424</u>	<u>\$ 409</u>	<u>\$ 10,833</u>

**III.C. Balances and Transfers – Payments Within the Reporting Entity**

**III.C.1. *Receivables and Payables***

Generally, outstanding balances between funds reported as “interfund receivables/payables” include outstanding charges by one fund to another for goods or services, subsidy commitments outstanding at year-end, or other miscellaneous amounts. Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year is also reported as “interfund receivables/payables.”

The following shows the interfund balances at June 30, 2021:

Receivable Fund	Payable Fund	Amount
General	Expendable trust	\$ 1,861
General	Nonmajor	1,021,162
Nonmajor	Expendable trust	228,551
Nonmajor	Nonmajor	8,986
		<u>\$ 1,260,560</u>

The amount due to the General Fund from the Expendable Trust Fund represents reimbursement for capital and health expenditures, and the amount due to the General Fund from the Nonmajor Fund represents police detail revenue in excess of expenditures. The amount due to the Nonmajor Funds from the Expendable Trust Fund represents reimbursement for capital expenditures, and the amount due to the Nonmajor Funds from other Nonmajor Funds represents income earned on trust funds in the Permanent Fund due to the Library Fund.

**III.C.2. *Transfers***

Transfers within the reporting entity are substantially for the purposes of distributing taxes to the fund for which the appropriation was made, funding capital projects, and making additions to and using capital reserve accounts. The government-wide statement of activities eliminates transfers reported within the activities’ columns.

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The following shows the transfers within the reporting entity:

	Transfers In:			
	Expendable			
	General Fund	Trust Fund	Nonmajor Funds	Total
<b>Transfers out:</b>				
General fund	\$ -	\$ 678,116	\$ 70,574	\$ 748,690
Expendable trust fund	831,009	-	277,532	1,108,541
Nonmajor funds	83,788	-	521	84,309
	<b><u>\$ 914,797</u></b>	<b><u>\$ 678,116</u></b>	<b><u>\$ 348,627</u></b>	<b><u>\$ 1,941,540</u></b>

The transfers from the General Fund represent voted appropriations. The transfers from the Expendable Trust Fund represent amounts to reimburse for expenditures made in accordance with the purposes of the accounts. The amounts transferred from the Nonmajor Funds represent \$61,531 from the Conservation Commission Fund to the General Fund toward the bond payment on the land purchase, \$68,892 from the General Fund to the Library Fund for voted appropriations, and \$521 of investment earnings in the Permanent Fund transferred to the Library Fund.

### **III.D. Net Position and Fund Balances**

#### **III.D.1. *Restricted Net Position***

The government-wide statement of net position includes restricted net position of \$363,116 for perpetual care and \$188,837 for other purposes representing public trust funds reported as restricted to reflect purpose restrictions contained in trust indentures, the Library Fund, and unexpended grant proceeds.

*The notes continue on the following page.*

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**III.D.2. Components of Fund Balances**

Fund balance is categorized in the following components as described in Note I.C.4.:

	General Fund	Expendable Trust Fund	Nonmajor Funds
<b>Nonspendable:</b>			
Endowments	\$ -	\$ -	\$ 262,355
Prepaid items	56,811	-	-
Tax deeded property	26,160	-	-
Total nonspendable	<u>82,971</u>	<u>-</u>	<u>262,355</u>
<b>Restricted:</b>			
General government	-	-	120,133
Culture and recreation	<u>-</u>	<u>-</u>	<u>169,465</u>
Total restricted	<u>-</u>	<u>-</u>	<u>289,598</u>
<b>Committed:</b>			
General government	-	-	618,209
Public safety	-	-	1,834
Highways and streets	38,000	-	314,276
Sanitation	-	-	1,418,011
Water distribution and treatment	-	-	58,048
Culture and recreation	-	-	148,780
Conservation	-	-	507,794
Capital outlay	-	3,808,931	-
Total committed	<u>38,000</u>	<u>3,808,931</u>	<u>3,066,952</u>
Assigned for highways and streets	<u>3,000</u>	<u>-</u>	<u>-</u>
Unassigned	<u>1,637,054</u>	<u>-</u>	<u>-</u>
<b>Total fund balance</b>	<b><u>\$ 1,761,025</u></b>	<b><u>\$ 3,808,931</u></b>	<b><u>\$ 3,618,905</u></b>

**III.D.3. Restatement of Beginning Equity Balances**

The beginning equity balances were restated as follow:

	Govermental Activities	Custodial Funds
To adjust capital asset balances	\$ 158,814	\$ -
To adjust for changes in accounting principle	-	2,076,401
Net position, as previously reported	<u>33,572,456</u>	<u>-</u>
<b>Net position, as restated</b>	<b><u>\$ 33,731,270</u></b>	<b><u>\$ 2,076,401</u></b>

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**IV. Other Information**

**IV.A. Risk Management**

The Town's risk management activities are reported with governmental activities and recorded in the General Fund. During the fiscal year, the Town was a member of the NH Public Risk Management Exchange (Primex), which is considered a public entity risk pool, currently operating as a common risk management and insurance program for member governmental entities.

Primex's Workers' Compensation and Property/Liability Programs are pooled risk management programs under RSA 5-B and RSA 281-A. Coverage was provided for the fiscal year for property/liability, and for the calendar year for workers' compensation. Contributions billed and paid in fiscal year 2021 to be recorded as an insurance expenditure/expense totaled \$82,395 for property/liability and \$104,039 for workers' compensation. The member agreement permits Primex to make additional assessments to members should there be a deficiency in assets to meet its liabilities. At this time, Primex foresees no likelihood of any additional assessments for past years.

**IV.B. Retirement Pensions**

*General Information about the Pension Plan*

The New Hampshire Retirement System (NHRS) is a multiple-employer, cost-sharing, contributory public employee defined benefit plan qualified under section 401(a) of the Internal Revenue Code, and funded through a trust which is exempt from tax under Internal Revenue Code section 501(a). The NHRS provides service, disability, death and vested retirement benefits for employees and their beneficiaries. The New Hampshire Legislature establishes the provisions for benefits and contributions. The NHRS issues a separate financial report that is available at [www.nhrs.org](http://www.nhrs.org) or by contacting the NHRS at 54 Regional Drive, Concord, NH 03301.

Both the members and the Town make contributions to the NHRS. Member rates of contribution are set by the Legislature. Employer rates are determined by the NHRS trustees based on an actuarial valuation. The rates of contribution for police officers, firefighters, and other employees were 11.55%, 11.80%, and 7.0%, respectively, of gross earnings. During fiscal year 2021, the rates of contribution from the Town were 28.43% for police, 30.89% for fire personnel, and 11.17% for other employees, which are actuarially determined to generate an amount, that when combined with employee contributions, is expected to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. Employer contributions from the Town during the fiscal years, 2019, 2020, and 2021 were \$636,838, \$587,421, and \$595,539 respectively.

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

At June 30, 2021, the Town reported a liability of \$8,457,641 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2020, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2019, rolled forward. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating municipalities and school districts, actuarially determined. As of June 30, 2020, the Town's proportion was 0.1322%, which was an increase of 0.0009% from its proportion measured as of June 30, 2019.

For the year ended June 30, 2021, the Town recognized pension expense of \$1,297,005. At June 30, 2021, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Changes in proportion and differences between employer contributions and proportionate share of contributions	\$ 109,472	\$ 18,264
Net differences between projected and actual earnings on pension plan investments	523,114	-
Changes in assumptions	836,629	-
Differences between expected and actual experience	228,397	90,811
Town contributions subsequent to the measurement date	595,539	-
	<u><u>\$ 2,293,151</u></u>	<u><u>\$ 109,075</u></u>

The Town reported \$595,539 as deferred outflows of resources related to pensions resulting from Town contributions subsequent to the measurement date, which will be recognized as a reduction of the net pension liability in the year ending June 30, 2022.

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Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follow:

Year Ending June 30,	\$	312,141
2022	\$	312,141
2023	\$	429,463
2024	\$	447,340
2025	\$	399,593
	\$	1,588,537

*Actuarial Assumptions*

The total pension liability in the June 30, 2020 valuation was determined using the valuation as of June 30, 2019 rolled forward, using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.5%
Salary increases	5.6% average, including inflation
Investment rate of return	7.25% per year

The actuarial assumptions used in the June 30, 2019 valuation were based on the results of the most recent actuarial experience study, which was for the period of July 1, 2010 to June 30, 2015. Mortality rates were based on the RP-2014 Healthy Annuitant and Employee Generational Mortality Tables for males and females with credibility adjustments, adjusted for fully generational mortality improvements using Scale MP-2015, based on the last experience study.

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

The following presents the Town's proportionate share of the net pension liability calculated using the discount rate of 6.75%, as well as what the Town's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage point lower (5.75%) or one percentage point higher (7.75%) than the current rate.

	Current	1%	1%
	Discount	Decrease	Increase
	Rate	(5.75%)	(7.75%)
Town's proportionate share of net pension liability	\$10,949,204	\$8,457,641	\$6,421,705

Other actuarial assumptions, as well as detailed information about the pension plan's fiduciary net position, is available in the separately issued NHRS report.

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**IV.C. Contingent Liabilities**

Amounts received from grantor agencies are subject to audit and adjustments by such agencies. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures that may be disallowed by the grantor cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

**IV.D. Other Postemployment Benefits (OPEB)**

*Plan Description*

The Town is part of two different OPEB plans, one that is a retiree health care benefits program operating as a single-employer plan that is used to provide OPEB for all permanent full-time employees (implicit rate subsidy); and the other that consists of benefits to its retired employees and their beneficiaries as required by NH RSA 100-A:50, *New Hampshire Retirement System: Medical Benefits*. The latter are provided through the New Hampshire Retirement System (NHRS) operating as a cost-sharing, multiple-employer OPEB medical subsidy healthcare plan (medical insurance subsidy). Further information on this plan can be found in the audited report of the NHRS Cost-Sharing Multiple-Employer Other Postemployment Benefit (OPEB) Plan, which is available on the NHRS website at [www.nhrs.org](http://www.nhrs.org).

*Benefits Provided*

The Town provides its eligible retirees and terminated employees including certain beneficiaries, the ability to purchase health, dental and prescription drug coverage at the Town's group rates. The Town does not supplement the cost of these plans directly, but recognizes the liability for the inclusion of implicit rate subsidies to the retirees. The subsidy occurs because when a blended rate is used for a group of individuals that includes younger and presumably healthier people along with older, retired people, implicitly, the premiums for the active employees are subsidizing the retirees. As of June 30, 2021, there were eleven retirees with five spouses, and forty-five active employees with nineteen spouses participating in the plan.

The Town provides medical, dental and prescription drug coverage to retirees and their eligible spouses and dependents. All active employees who retire from the Town and meet the eligibility requirements can receive these benefits. Retirees contribute all of the premiums as determined by the Town, but the remainder of the costs as derived from the implicit rate subsidy are paid by the Town on a pay-as-you-go basis.

With the medical insurance subsidy plan, there is a payment made by the NHRS to the former employer or its insurance administrator toward the cost of health insurance for the qualified retiree, his/her spouse, and dependent children who are living in the retiree's household and being cared for by the retiree. If the health insurance premium is less than the medical subsidy amount, then only the

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premium amount is paid by the NHRS. If the insurance premium is more than the medical subsidy amount, then the retiree or other qualified person is responsible for paying the balance of the premium. Benefits are based on age, creditable service, and retirement or hire dates. This plan is closed to new entrants.

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

The Town's total OPEB liability of \$1,493,563, consists of \$892,134 for the implicit rate subsidy, measured as of June 30, 2021 and determined using the Alternative Measurement Method; and \$601,429 for the medical insurance subsidy, determined by an actuarial valuation as of June 30, 2019 with roll-forward procedures used to determine the liability as of June 30, 2020. For the year ended June 30, 2021, the Town recognized OPEB expense of \$595,618.

At year-end, the Town reported deferred outflows and inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Changes in proportion and differences between employer contributions and proportionate share of contributions	\$ -	\$ 2,894
Net differences between projected and actual earnings on pension plan investments	2,250	-
Changes in assumptions	3,867	-
Differences between expected and actual experience	-	1,743
Town contributions subsequent to the measurement date	64,042	-
	<u><u>\$ 70,159</u></u>	<u><u>\$ 4,637</u></u>

The Town reported \$64,042 as deferred outflows of resources related to OPEB resulting from Town contributions subsequent to the measurement date, which will be recognized as a reduction of the total OPEB liability in fiscal year 2022.

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Other amounts recognized as deferred outflows and inflows of resources related to OPEB will be recognized in OPEB expense as follow:

Year Ending June 30,	
2022	\$ (599)
2023	666
2024	794
2025	619
	<u><u>\$ 1,480</u></u>

*Actuarial Assumptions and Other Inputs*

The total OPEB liability was determined using the following actuarial assumptions and other inputs applied to all periods included in the measurement unless otherwise specified:

Implicit rate subsidy:

Discount rate: 2.00%

Healthcare cost trend rates:

Medical 4.90%, decreasing 0.0-0.1% per year to ultimate rate of 4.30% in FY27

Pharmacy 5.90%, decreasing 0.0-1.1% per year to ultimate rate of 4.30% in FY27

Dental 2.50%

Vision 3.00%

Salary increases 2.00%

Medical insurance subsidy:

Payroll growth 3.25%

Discount rate 6.75%

Inflation 2.5%

Investment rate of return 7.25%, net of investment expense, including inflation

Mortality RP-2014 Healthy Annuitant and Employee Generational Mortality Tables with credibility adjustments and adjusted for fully generational mortality improvements using Scale MP-2015 based on the last experience study

Healthcare cost trend rates N/A, benefits are fixed stipends

*Sensitivity of the Total OPEB Liability to Changes in the Discount Rate*

The following presents what the total OPEB liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate.

Implicit Rate Subsidy:

	1%	Current Discount Rate	1%
	Decrease (1.00%)	(2.00%)	Increase (3.00%)
Town's total OPEB liability	\$1,042,828	\$892,134	\$772,838

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Medical Subsidy:	1% Decrease (5.75%)	Current Discount Rate (6.75%)	1% Increase (7.75%)
Town's total OPEB liability	\$653,089	\$601,429	\$556,578

*Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rate*

The following presents what the total OPEB liability for the implicit rate subsidy would be if it were calculated using a healthcare cost trend rate that is one percentage lower or one percentage rate higher than the current rate.

	Current Healthcare Cost Trend Rate	1% Increase
Town's total OPEB liability	\$755,172	\$892,134

**REQUIRED SUPPLEMENTARY INFORMATION**

**EXHIBIT 10**  
**TOWN OF BOW, NEW HAMPSHIRE**  
*Schedule of the Town's Proportionate Share of the Net Pension Liability*  
*New Hampshire Retirement System*

	Fiscal Year 2021	Fiscal Year 2020	Fiscal Year 2019	Fiscal Year 2018	Fiscal Year 2017	Fiscal Year 2016	Fiscal Year 2015	Fiscal Year 2014
Town's proportion of net pension liability	0.1322%	0.1313%	0.1293%	0.1281%	0.1303%	0.1268%	0.1310%	0.1329%
Town's proportionate share of the net pension liability	\$8,457,641	\$6,321,114	\$6,227,647	\$6,302,166	\$6,926,213	\$5,012,730	\$4,918,796	\$5,719,047
Town's covered-employee payroll	\$3,321,790	\$3,243,913	\$3,152,042	\$3,062,615	\$2,785,559	\$2,776,708	\$2,705,900	\$2,638,463
Town's proportionate share of the net pension liability as a percentage of covered-employee payroll	254.61%	194.86%	197.58%	205.78%	248.65%	180.53%	181.78%	216.76%
Plan fiduciary position as a percentage of the total pension liability	58.7%	65.6%	64.7%	62.7%	58.3%	65.5%	66.3%	59.8%

**EXHIBIT 11**  
**TOWN OF BOW, NEW HAMPSHIRE**  
*Schedule of the Town's Pension Contributions*  
*New Hampshire Retirement System*

	Fiscal Year 2021	Fiscal Year 2020	Fiscal Year 2019	Fiscal Year 2018	Fiscal Year 2017	Fiscal Year 2016	Fiscal Year 2015	Fiscal Year 2014
Contractually required contribution	\$ 595,539	\$ 587,421	\$ 572,193	\$ 607,762	\$ 523,683	\$ 497,074	\$ 459,361	\$ 425,133
Contribution in relation to the contractually required contribution	(595,539)	(587,421)	(572,193)	(607,762)	(523,683)	(497,074)	(459,361)	(425,133)
Contribution deficiency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Town's covered-employee payroll	\$3,321,790	\$3,243,913	\$3,152,042	\$3,062,615	\$2,785,559	\$2,776,708	\$2,705,900	\$2,638,463
Contributions as a percentage of covered-employee payroll	17.93%	18.11%	18.15%	19.84%	18.80%	17.90%	16.98%	16.11%

**EXHIBIT 12**  
**TOWN OF BOW**  
*Schedule of Changes in the Town's Total OPEB Liability and Related Ratios*

	Fiscal Year 2021	Fiscal Year 2020	Fiscal Year 2019	Fiscal Year 2018
Total OPEB liability:				
Service cost	\$ 64,142	\$ 39,517	\$ 28,086	\$ 20,247
Interest	73,256	63,343	18,610	30,106
Effect of economic/demographic gains or losses	250,744	612,752	365,011	(6,124)
Changes of assumptions				
and differences between expected and actual experience	209,096	257,082	363,953	817,166
Benefit payments	(672,451)	(649,797)	(587,240)	(705,635)
Net change in total OPEB liability	(75,213)	322,897	188,420	155,760
Total OPEB liability, beginning	<u>1,568,776</u>	<u>1,245,879</u>	<u>1,057,459</u>	<u>901,699</u>
Total OPEB liability, ending	<u><u>\$ 1,493,563</u></u>	<u><u>\$ 1,568,776</u></u>	<u><u>\$ 1,245,879</u></u>	<u><u>\$ 1,057,459</u></u>
Covered-employee payroll	\$3,321,790	\$3,243,913	\$3,152,042	\$3,062,615
Total OPEB liability as a percentage of covered-employee payroll	44.96%	48.36%	39.53%	34.53%

The note to the required supplementary information is an integral part of this schedule.

**EXHIBIT 13**  
**TOWN OF BOW**  
*Schedule of the Town's OPEB Contributions*

	Fiscal Year 2021	Fiscal Year 2020	Fiscal Year 2019	Fiscal Year 2018
Actuarially determined contribution	\$ 672,166	\$ 645,365	\$ 652,514	\$ 747,371
Contributions in relation to the actuarially determined contribution	(64,042)	(63,779)	(65,274)	(61,124)
Contribution deficiency	<u>\$ 608,124</u>	<u>\$ 581,586</u>	<u>\$ 587,240</u>	<u>\$ 686,247</u>
Covered-employee payroll	\$3,321,790	\$3,243,913	\$3,152,042	\$3,062,615
Contributions as a percentage of covered-employee payroll	20.24%	19.89%	20.70%	24.40%

The note to the required supplementary information is an integral part of this schedule.

**TOWN OF BOW, NEW HAMPSHIRE**  
**NOTE TO THE REQUIRED SUPPLEMENTARY INFORMATION**  
**AS OF AND FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

The pension and OPEB schedules are meant to present related information for ten years. Because this is the seventh year that the Town has presented the pension information and the fourth year for the OPEB information, only eight years and four years respectively, are presented. An additional year's information will be added each year until there are ten years shown.

## **COMBINING AND INDIVIDUAL FUND SCHEDULES**

**EXHIBIT 14**  
**TOWN OF BOW, NEW HAMPSHIRE**  
**Nonmajor Governmental Funds**  
**Combining Balance Sheet**  
**June 30, 2021**

	Special Revenue Funds															Capital Projects Fund	Permanent Fund	Total
	Library	Recreation	Recreation Fields	Heritage	Conservation	Water	Sewer	300th Anniversary	Welfare Holiday Baskets	Police Detail	Celebrating Children	Drug Forfeiture	TIF Districts	Grants	Roads and Bridges			
<b>ASSETS</b>																		
Cash and cash equivalents	\$ 168,086	\$ 130,381	\$ 17,729	\$ 18,893	\$ 504,607	\$ 50,003	\$ 1,363,197	\$ 1,896	\$ 58,427	\$ -	\$ 2,860	\$ 1,834	\$ 730,070	\$ 19,372	\$ -	\$ 36,038	\$ 3,103,393	
Investments																	336,064	336,064
Receivables, net of allowance for uncollectibles:																		
Taxes	-	-	-	-	-	22,140	-	-	-	-	-	-	-	-	-	-	22,140	
Accounts	-	-	-	-	-	9,986	62,874	-	-	13,703	-	-	-	-	-	-	86,563	
Intergovernmental	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,194,330	
Interfund receivable	8,986	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	237,537	
Total assets	<u>\$ 177,072</u>	<u>\$ 130,381</u>	<u>\$ 17,729</u>	<u>\$ 18,893</u>	<u>\$ 526,747</u>	<u>\$ 59,989</u>	<u>\$ 1,426,071</u>	<u>\$ 1,896</u>	<u>\$ 58,427</u>	<u>\$ 13,703</u>	<u>\$ 2,860</u>	<u>\$ 1,834</u>	<u>\$ 730,070</u>	<u>\$ 19,372</u>	<u>\$ 1,422,881</u>	<u>\$ 372,102</u>	<u>\$ 4,980,027</u>	
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>																		
Liabilities:																		
Accounts payable	\$ -	\$ 90	\$ -	\$ -	\$ 18,953	\$ 1,941	\$ 2,046	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,904	\$ -	\$ 108,753	\$ -	\$ 145,687	
Interfund payable	7,607	-	-	-	-	-	-	-	-	13,703	-	-	-	-	999,852	8,986	1,030,148	
Total liabilities	<u>7,607</u>	<u>90</u>	<u>-</u>	<u>-</u>	<u>18,953</u>	<u>1,941</u>	<u>2,046</u>	<u>-</u>	<u>-</u>	<u>13,703</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,108,605</u>	<u>8,986</u>	<u>1,175,835</u>	
Deferred inflows of resources:																		
Deferred revenue	-	-	-	-	-	-	-	6,014	-	-	-	2,100	-	177,173	-	-	185,287	
Fund balances:																		
Nonspendable	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	262,355	
Restricted	169,465	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100,761	
Committed	-	130,291	17,729	18,893	507,794	58,048	1,418,011	1,896	58,427	-	760	1,834	538,993	-	314,276	-	289,598	
Total fund balances	<u>169,465</u>	<u>130,291</u>	<u>17,729</u>	<u>18,893</u>	<u>507,794</u>	<u>58,048</u>	<u>1,418,011</u>	<u>1,896</u>	<u>58,427</u>	<u>-</u>	<u>760</u>	<u>1,834</u>	<u>538,993</u>	<u>-</u>	<u>314,276</u>	<u>-</u>	<u>3,066,952</u>	
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 177,072</u>	<u>\$ 130,381</u>	<u>\$ 17,729</u>	<u>\$ 18,893</u>	<u>\$ 526,747</u>	<u>\$ 59,989</u>	<u>\$ 1,426,071</u>	<u>\$ 1,896</u>	<u>\$ 58,427</u>	<u>\$ 13,703</u>	<u>\$ 2,860</u>	<u>\$ 1,834</u>	<u>\$ 730,070</u>	<u>\$ 19,372</u>	<u>\$ 1,422,881</u>	<u>\$ 372,102</u>	<u>\$ 4,980,027</u>	

**EXHIBIT 15**  
**TOWN OF BOW, NEW HAMPSHIRE**  
**Nonmajor Governmental Funds**  
**Combining Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Year Ended June 30, 2021**

	Special Revenue Funds														Capital Projects Fund	Permanent Fund	Total
	Library	Recreation	Recreation		Fields	Heritage	Conservation	Water	Sewer	300th Anniversary	Welfare Baskets	Police Detail	Celebrating Children	Drug Forfeiture	TIF Districts	Grants	Roads and Bridges
			Fields	Heritage													
<b>REVENUES</b>																	
Taxes	\$ -	\$ -	\$ -	\$ -	\$ 171,408	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 344,682	\$ -	\$ 516,090
Intergovernmental	-	-	-	-	1,337	-	-	-	-	-	-	-	-	-	261	1,276,590	1,278,188
Charges for services	6,940	166,990	-	-	-	118,664	241,094	-	-	56,328	42,857	-	-	-	-	-	632,873
Miscellaneous	2,337	261	795	531	2,762	76	1,535	6	8,813	6	2	14,539	5,189	-	-	38,921	75,773
Total revenues	<b>9,277</b>	<b>167,251</b>	<b>795</b>	<b>531</b>	<b>175,507</b>	<b>118,740</b>	<b>242,629</b>	<b>6</b>	<b>8,813</b>	<b>56,328</b>	<b>2</b>	<b>359,221</b>	<b>5,450</b>	<b>1,276,590</b>	<b>38,921</b>	<b>2,502,924</b>	
<b>EXPENDITURES</b>																	
Current:																	
General government	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,012	-	3,061
Public safety	-	-	-	-	-	-	-	-	-	-	-	-	-	-	520	-	4,073
Sanitation	-	-	-	-	-	-	156,079	-	-	-	-	-	-	-	-	-	156,079
Water distribution and treatment	-	-	-	-	-	73,335	-	-	-	-	-	-	-	-	-	-	73,335
Welfare	-	-	-	-	-	-	-	3,065	-	-	-	-	-	-	-	-	3,065
Culture and recreation	15,950	159,301	189	-	-	-	-	-	-	48,047	-	-	-	-	-	-	223,487
Conservation	-	-	-	-	25,400	-	-	-	-	-	-	-	-	-	-	-	25,400
Capital outlay	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,503,737
Total expenditures	<b>15,950</b>	<b>159,301</b>	<b>189</b>	<b>-</b>	<b>25,400</b>	<b>73,335</b>	<b>156,079</b>	<b>-</b>	<b>3,065</b>	<b>42,822</b>	<b>48,047</b>	<b>-</b>	<b>149,115</b>	<b>-</b>	<b>1,354,622</b>	<b>-</b>	<b>2,032,518</b>
Excess (deficiency) of revenues over (under) expenditures	<b>(6,673)</b>	<b>7,950</b>	<b>606</b>	<b>531</b>	<b>150,107</b>	<b>45,405</b>	<b>86,550</b>	<b>6</b>	<b>5,748</b>	<b>13,506</b>	<b>(5,184)</b>	<b>2</b>	<b>210,106</b>	<b>3,918</b>	<b>(78,032)</b>	<b>35,860</b>	<b>470,406</b>
Other financing sources (uses):																	
Transfers in	69,413	-	-	1,682	-	-	-	-	-	-	-	-	-	-	-	277,532	348,627
Transfers out	-	-	-	-	(61,531)	-	-	-	-	(13,506)	-	-	-	-	-	(9,272)	(84,309)
Total other financing sources and uses	<b>69,413</b>	<b>-</b>	<b>-</b>	<b>1,682</b>	<b>(61,531)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(13,506)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>277,532</b>	<b>(9,272)</b>	<b>264,318</b>
Net change in fund balances	<b>62,740</b>	<b>7,950</b>	<b>606</b>	<b>2,213</b>	<b>88,576</b>	<b>45,405</b>	<b>86,550</b>	<b>6</b>	<b>5,748</b>	<b>-</b>	<b>(5,184)</b>	<b>2</b>	<b>210,106</b>	<b>3,918</b>	<b>199,500</b>	<b>26,588</b>	<b>734,724</b>
Fund balances, beginning	<b>106,725</b>	<b>122,341</b>	<b>17,123</b>	<b>16,680</b>	<b>419,218</b>	<b>12,643</b>	<b>1,331,461</b>	<b>1,890</b>	<b>52,679</b>	<b>-</b>	<b>5,944</b>	<b>1,832</b>	<b>328,887</b>	<b>15,454</b>	<b>114,776</b>	<b>336,528</b>	<b>2,884,181</b>
Fund balances, ending	<b>\$ 169,465</b>	<b>\$ 130,291</b>	<b>\$ 17,729</b>	<b>\$ 18,893</b>	<b>\$ 507,794</b>	<b>\$ 58,048</b>	<b>\$ 1,418,011</b>	<b>\$ 1,896</b>	<b>\$ 58,427</b>	<b>\$ -</b>	<b>\$ 760</b>	<b>\$ 1,834</b>	<b>\$ 538,993</b>	<b>\$ 19,372</b>	<b>\$ 314,276</b>	<b>\$ 363,116</b>	<b>\$ 3,618,905</b>

**EXHIBIT 16**  
**TOWN OF BOW, NEW HAMPSHIRE**  
**General Fund**  
*Schedule of Estimated and Actual Revenues (Non-GAAP Budgetary Basis)*  
*For the Year Ended June 30, 2021*

	<u>Estimated</u>	<u>Actual</u>	Variance Positive (Negative)
<b>Taxes:</b>			
Property	\$ 8,434,842	\$ 8,512,160	\$ 77,318
Timber	7,000	12,903	5,903
Excavation	8,000	5,094	(2,906)
Interest and penalties on delinquent taxes	95,000	71,868	(23,132)
<b>Total taxes</b>	<u>8,544,842</u>	<u>8,602,025</u>	<u>57,183</u>
<b>Licenses, permits and fees:</b>			
Business licenses and permits	2,000	3,171	1,171
Motor vehicle permits	2,400,000	2,517,479	117,479
Building permits	70,000	89,657	19,657
Other	13,150	25,826	12,676
<b>Total licenses, permits and fees</b>	<u>2,485,150</u>	<u>2,636,133</u>	<u>150,983</u>
<b>Intergovernmental:</b>			
State sources:			
Municipal aid	63,067	63,067	-
Meals and rooms distributions	399,913	399,913	-
Highway block grant	219,718	219,662	(56)
State and federal forest land	88	84	(4)
Railroad tax	1,834	17,646	15,812
Federal sources:			
COVID-19 grants	-	202,172	202,172
Other government sources:			
Bow School District	58,080	48,826	(9,254)
<b>Total intergovernmental</b>	<u>742,700</u>	<u>951,370</u>	<u>208,670</u>
<b>Charges for services:</b>			
Income from departments	<u>550,925</u>	<u>449,733</u>	<u>(101,192)</u>
<b>Miscellaneous:</b>			
Sale of property	10,000	219,706	209,706
Interest on investments	175,000	11,004	(163,996)
Other	50,176	47,406	(2,770)
<b>Total miscellaneous</b>	<u>235,176</u>	<u>278,116</u>	<u>42,940</u>
<b>Other financing sources:</b>			
Transfers in:			
Expendable trust fund	1,293,724	831,009	(462,715)
Nonmajor funds	81,500	83,788	2,288
<b>Total other financing sources</b>	<u>1,375,224</u>	<u>914,797</u>	<u>(460,427)</u>
<b>Total revenues and other financing sources</b>	<u>\$ 13,934,017</u>	<u>\$ 13,832,174</u>	<u>\$ (101,843)</u>

**EXHIBIT 17**  
**TOWN OF BOW, NEW HAMPSHIRE**  
**General Fund**  
**Schedule of Appropriations, Expenditures and Encumbrances (Non-GAAP Budgetary Basis)**  
**For the Year Ended June 30, 2021**

	Encumbered from Prior Year	Appropriations	Expenditures	Encumbered to Subsequent Year	Variance Positive (Negative)
<b>Current:</b>					
General government:					
Executive	\$ -	\$ 295,810	\$ 294,173	\$ -	\$ 1,637
Election and registration	-	252,777	252,503	-	274
Financial administration	-	351,252	388,446	-	(37,194)
Revaluation of property	-	127,250	123,256	-	3,994
Legal	-	1,600,000	1,555,634	-	44,366
Personnel administration	-	7,794	13,254	-	(5,460)
Planning and zoning	-	425,896	422,821	-	3,075
General government buildings	1,500	433,357	457,138	-	(22,281)
Cemeteries	-	40,650	30,866	-	9,784
Insurance, not otherwise allocated	-	82,395	82,395	-	-
Total general government	<u>1,500</u>	<u>3,617,181</u>	<u>3,620,486</u>	<u>-</u>	<u>(1,805)</u>
Public safety:					
Police	-	1,758,582	1,639,573	-	119,009
Fire	13,004	1,308,207	1,317,634	-	3,577
Emergency management	-	30,388	54,149	-	(23,761)
Total public safety	<u>13,004</u>	<u>3,097,177</u>	<u>3,011,356</u>	<u>-</u>	<u>98,825</u>
Highways and streets:					
Administration	-	1,221,342	1,123,698	-	97,644
Highways and streets	-	517,235	413,940	3,000	100,295
Street lighting	-	39,771	42,125	-	(2,354)
Total highways and streets	<u>-</u>	<u>1,778,348</u>	<u>1,579,763</u>	<u>3,000</u>	<u>195,585</u>
Sanitation:					
Solid waste disposal	-	839,343	808,411	-	30,932
Health:					
Administration	-	2,552	2,341	-	211
Health agencies	-	6,900	3,400	-	3,500
Total health	<u>-</u>	<u>9,452</u>	<u>5,741</u>	<u>-</u>	<u>3,711</u>
Welfare:					
Administration	-	3,581	456	-	3,125
Direct assistance	-	3,000	292	-	2,708
Total welfare	<u>-</u>	<u>6,581</u>	<u>748</u>	<u>-</u>	<u>5,833</u>
Culture and recreation:					
Parks and recreation	-	50,095	73,475	-	(23,380)
Public library	-	461,260	462,655	-	(1,395)
Patriotic purposes	-	500	-	-	500
Other	-	68	68	-	-
Total culture and recreation	<u>-</u>	<u>511,923</u>	<u>536,198</u>	<u>-</u>	<u>(24,275)</u>

(continued)

**EXHIBIT 17 (continued)**  
**TOWN OF BOW, NEW HAMPSHIRE**  
**General Fund**  
**Schedule of Appropriations, Expenditures and Encumbrances (Non-GAAP Budgetary Basis)**  
**For the Year Ended June 30, 2021**

	Encumbered from Prior Year	Appropriations	Expenditures	Encumbered to Subsequent Year	Variance Positive (Negative)
<b>Debt service:</b>					
Principal	-	1,060,000	1,060,000	-	-
Interest on long-term debt	-	313,253	300,304	-	12,949
Interest on tax anticipation note	-	1	-	-	1
<b>Total debt service</b>	<b>-</b>	<b>1,373,254</b>	<b>1,360,304</b>	<b>-</b>	<b>12,950</b>
<b>Capital outlay:</b>					
Machinery, vehicles and equipment	-	1,014,068	861,789	-	152,279
Buildings	-	350,000	277,485	-	72,515
Improvements other than buildings	149,194	588,000	552,310	38,000	146,884
<b>Total capital outlay</b>	<b>149,194</b>	<b>1,952,068</b>	<b>1,691,584</b>	<b>38,000</b>	<b>371,678</b>
<b>Other financing uses:</b>					
Transfers out:					
Expendable trust fund	-	678,116	678,116	-	-
Nonmajor funds	-	70,574	70,574	-	-
<b>Total other financing uses</b>	<b>-</b>	<b>748,690</b>	<b>748,690</b>	<b>-</b>	<b>-</b>
<b>Total encumbrances, appropriations, expenditures and other financing uses</b>	<b>\$ 163,698</b>	<b>\$ 13,934,017</b>	<b>\$ 13,363,281</b>	<b>\$ 41,000</b>	<b>\$ 693,434</b>

**EXHIBIT 18**  
**TOWN OF BOW, NEW HAMPSHIRE**  
**General Fund**  
*Schedule of Changes in Unassigned Fund Balance (Non-GAAP Budgetary Basis)*  
*For the Year Ended June 30, 2021*

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Unassigned fund balance, beginning, as restated	\$ 1,487,793
<b>Changes:</b>	
Budget summary:	
Revenue shortfall (Exhibit 16)	\$ (101,843)
Unexpended balance of appropriations (Exhibit 17)	<u>693,434</u>
Budget surplus	591,591
Decrease in nonspendable fund balance	<u>5,716</u>
Unassigned fund balance, ending	<u><u>\$ 2,085,100</u></u>



## LETTER TO MANAGEMENT

To the Members of the Board of Selectmen and Town Manager  
Town of Bow  
10 Grandview Road  
Bow, NH 03304

Dear Members of the Board and Town Manager:

In planning and performing our audit of the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Bow as of and for the year ended June 30, 2021, in accordance with auditing standards generally accepted in the United States of America, we considered the Town's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Bow'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 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. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses and, therefore, there can be no assurance that all such deficiencies have been identified.

We continue to note the following that we have reported in the past.

### *Police Outside Details Revolving Fund*

As reported previously, N.H. RSA 31:95-h allows towns to establish revolving funds for certain specific purposes in order to accumulate monies from year to year that would not become part of the General Fund surplus, but would be available for expenditures only for the purposes for which the fund is created.

The 2008 Town Meeting established a revolving fund under the provisions of this RSA for police outside details. However, the warrant article for this fund (Article 23) was worded that revenues received for police details shall be deposited into this fund in an amount equal to the related cost. Although the article continued that the money in this fund would be allowed to accumulate from year to year, there is obviously, no money to accumulate if only an amount equal to the expenditures is being deposited therein. This fund is serving no purpose other than creating more work for the Finance Department to accumulate the expenditures separately from the General Fund, and then, transfer an amount of revenue equal to the expenditures into the fund. We recommend that a future Town Meeting amend the establishment of this fund to either abolish it, or set it up as a true revolving fund to accumulate monies for some specific purpose and account for all of the revenue and expenditures related to police

outside details. The future article should further state for what purpose the monies are being accumulated such as to offset the purchase of police equipment or cruisers.

This communication is intended solely for the information and use of management, the Board of Selectmen and others within the organization, and is not intended to be, and should not be, used by anyone other than these specified parties.

February 9, 2022

*Roberts & Greene, PLLC*