

Thomas M. Bowes
President
District 3

Shannon L. Hume
At Large

CHARLES B. Ryan
At Large

CHARLES C. Kokoros
District 1

JOHN C. MULLANEY
District 2



Sean E. Powers
Vice President
At Large

Stephen C. O'Brien
District 4

Michael J. Owens
District 5

PAUL "DAN" CLIFFORD
District 6

OFFICE OF THE TOWN COUNCIL

- AGENDA -

March 18, 2014 • Horace T. Cahill Auditorium, Town Hall • Starting Time: 7:30_{PM}

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

CORRESPONDENCE

ANNOUNCEMENTS

- 021 14 Councilor Hume: B.F.F.E. Marathon Run for S.E.P.A.C.
- 023 14 Councilor O'Brien: White's Hill Planning Board Hearing / Alycia Rice / Click Fix
- 025 14 Councilor Hume: Run for Charlotte
- 026 14 Councilor Owens: Update on Safety Measures on Grove Street

APPROVAL OF MINUTES

- March 4, 2014

CITIZEN CONCERNS/COUNCIL RESPONSE

COMMUNICATIONS AND REPORTS FROM THE MAYOR AND TOWN BOARDS

- 019 14 – Council President: FY2013 Outside Auditor Management Letter, Reports on Federal Award Programs and Report on Examination of Basic Statements

OLD BUSINESS

- 013 14 Council President: Re-Appointment Clerk of the Council or take up any action relative thereto
- 010 14 Council President: Vote on Third Executive Session pursuant to G.L. c. 30A, Sec. 21(a) purpose number 3: "To discuss with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. or take up any action relative thereto

(ALL PUBLIC HEARINGS)

- 14 008 Mayor: Appropriation – East Middle School Feasibility Study or take up any action relative thereto
- 14 009 Mayor: Appropriations FY14 - Various Departments or take up any action relative thereto
- 14 011 Mayor: Line Item Transfer – BPMA Collective Bargaining Agreement or take up any action relative thereto
- 14 012 Mayor: Parking Tickets – Fines and Late Payment Penalties or take up any action relative thereto

NEW BUSINESS

Refer to Committee on Public Works

- 14 013 National Grid Petition: Woodedge Avenue or take up any action relative thereto

Refer to Committee on Ways & Means

- 14 014 Councilor Clifford: Chapter 134 of the Acts of 2008 – Extension to FY2016 or take up any action relative thereto
- 024 14 Council President: Discussion - Appointment of Interim Town Clerk or take up any action relative thereto
- 010 14 Council President: Third Executive Session pursuant to G.L. c. 30A, Sec. 21(a) purpose number 3: “To discuss with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. or take up any action relative thereto

Topics the Chair does not reasonably anticipate will be discussed

ADJOURNMENT

- Next Council Meetings: **April 1, 2014 @ 7:30pm**



Office of the Mayor

One JFK Memorial Drive
Braintree, Massachusetts 02184

Joseph C. Sullivan
Mayor

781-794-8100

March 12, 2014

To: **Town Council**

From: Joseph C. Sullivan, Mayor

JCS

Cc: Town Clerk
Clerk of the Council

Re: Remote Participation in a Public Meeting

As you may be aware, the newly revised Commonwealth of Massachusetts Open Meeting Law and subsequent regulations promulgated by the Attorney General allow local board members to participate remotely in board meetings, subject to the following conditions: 1) I, as Chief Executive Officer of the Town must authorize remote participation; and 2) remote participation can only be employed when a member is unable to attend a meeting due to personal illness, personal disability, emergency, military service or geographical distance.

One of those conditions – geographical distance – has arisen with respect to a Town Council meeting scheduled for March 18, 2014, as it is my understanding that one Councilor will be out of state. This Councilor has expressed to me his desire to participate remotely in the Town Council meeting of March 18, 2014. After consulting with Town Solicitor Peter Morin, I have decided to authorize the use of remote participation for March 18, 2014 only, as I am revoking this authorization effective March 19, 2014. Please be advised that those participating in a meeting remotely must do so in compliance with the regulations issued by the Attorney General, a copy of which is attached hereto.

29.10: Remote Participation

(1) Preamble. Remote participation may be permitted subject to the following procedures and restrictions. However, the Attorney General strongly encourages members of public bodies to physically attend meetings whenever possible. By promulgating these regulations, the Attorney General hopes to promote greater participation in government. Members of public bodies have a responsibility to ensure that remote participation in meetings is not used in a way that would defeat the purposes of the Open Meeting Law, namely promoting transparency with regard to deliberations and decisions on which public policy is based.

(2) Adoption of Remote Participation. Remote participation in meetings of public bodies is not permitted unless the practice has been adopted as follows:

(a) Local Public Bodies. The Chief Executive Officer, as defined in M.G.L. c. 4, sec. 7, must authorize or, by a simple majority, vote to allow remote participation in accordance with the requirements of these regulations, with that authorization or vote applying to all subsequent meetings of all local public bodies in that municipality.

(b) Regional or District Public Bodies. The regional or district public body must, by a simple majority, vote to allow remote participation in accordance with the requirements of these regulations, with that vote applying to all subsequent meetings of that public body and its committees.

(c) Regional School Districts. The regional school district committee must, by a simple majority, vote to allow remote participation in accordance with the requirements of these regulations, with that vote applying to all subsequent meetings of that public body and its committees.

(d) County Public Bodies. The county commissioners must, by a simple majority, vote to allow remote participation in accordance with the requirements of these regulations, with that vote applying to all subsequent meetings of all county public bodies in that county.

(e) State Public Bodies. The state public body must, by a simple majority, vote to allow remote participation in accordance with the requirements of these regulations, with that vote applying to all subsequent meetings of that public body and its committees.

(f) Retirement Boards. A retirement board created pursuant to M.G.L. c. 32, sec. 20 or M.G.L. c. 34B, § 19 must, by a simple majority, vote to allow remote participation in accordance with the requirements of these regulations, with that vote applying to all subsequent meetings of that public body and its committees.

(3) Revocation of Remote Participation. Any person or entity with the authority to adopt remote participation pursuant to 940 CMR 29.10(2) may revoke that adoption in the same manner.

(4) Minimum Requirements for Remote Participation.

(a) Members of a public body who participate remotely and all persons present at the meeting location shall be clearly audible to each other;

(b) A quorum of the body, including the chair or, in the chair's absence, the person authorized to chair the meeting, shall be physically present at the meeting location, as required by M.G.L. c. 30A, sec 20(d);

(c) Members of public bodies who participate remotely may vote and shall not be deemed absent for the purposes of M.G.L. c. 39, sec. 23D.

(5) Permissible Reasons for Remote Participation. If remote participation has been adopted in accordance with 940 CMR 29.10(2), a member of a public body shall be permitted to participate remotely in a meeting, in accordance with the procedures described in 940 CMR 29.10(7), if the chair or, in the chair's absence, the person chairing the meeting, determines that one or more of the following factors makes the member's physical attendance unreasonably difficult:

(a) Personal illness;

(b) Personal disability;

(c) Emergency;

(d) Military service; or

(e) Geographic distance.

(6) Technology.

(a) The following media are acceptable methods for remote participation. Remote participation by any other means is not permitted. Accommodations shall be made for any public body member who requires TTY service, video relay service, or other form of adaptive telecommunications.

(i) telephone, internet, or satellite enabled audio or video conferencing;

(ii) any other technology that enables the remote participant and all persons present at the meeting location to be clearly audible to one another.

(b) When video technology is in use, the remote participant shall be clearly visible to all persons present in the meeting location.

(c) The public body shall determine which of the acceptable methods may be used by its members.

(d) The chair or, in the chair's absence, the person chairing the meeting, may decide how to address technical difficulties that arise as a result of utilizing remote participation, but is encouraged, wherever possible, to suspend discussion while reasonable efforts are made to correct any problem that interferes with a remote participant's ability to hear or be heard clearly by all persons present at the meeting location. If technical difficulties result in a remote participant being disconnected from the meeting, that fact and the time at which the disconnection occurred shall be noted in the meeting minutes.

(e) The amount and source of payment for any costs associated with remote participation shall be determined by the applicable adopting entity identified in 940 CMR 29.10(2).

(7) Procedures for Remote Participation.

(a) Any member of a public body who wishes to participate remotely shall, as soon as reasonably possible prior to a meeting, notify the chair or, in the chair's absence, the person chairing the meeting, of his or her desire to do so and the reason for and facts supporting his or her request.

(b) At the start of the meeting, the chair shall announce the name of any member who will be participating remotely and the reason under 940 CMR 29.10(5) for his or her remote participation. This information shall also be recorded in the meeting minutes.

(c) All votes taken during any meeting in which a member participates remotely shall be by roll call vote.

(d) A member participating remotely may participate in an executive session, but shall state at the start of any such session that no other person is present and/or able to hear the discussion at the remote location, unless presence of that person is approved by a simple majority vote of the public body.

(e) When feasible, the chair or, in the chair's absence, the person chairing the meeting, shall distribute to remote participants, in advance of the meeting, copies of any documents or exhibits that he or she reasonably anticipates will be used during the meeting. If used during the meeting, such documents shall be part of the official record of the meeting, and shall be listed in the meeting minutes and retained in accordance with M.G.L. c. 30A, sec. 22.

(8) Effect on Bylaws or Policies. These regulations do not prohibit any municipality or public body from adopting bylaws or policies that prohibit or further restrict the use of remote participation by public bodies within its jurisdiction.

(9) Remedy for Violation. If the Attorney General determines, after investigation, that 940 CMR 29.10 has been violated, the Attorney General may resolve the investigation by ordering the public body to temporarily or permanently discontinue its use of remote participation.

013 14

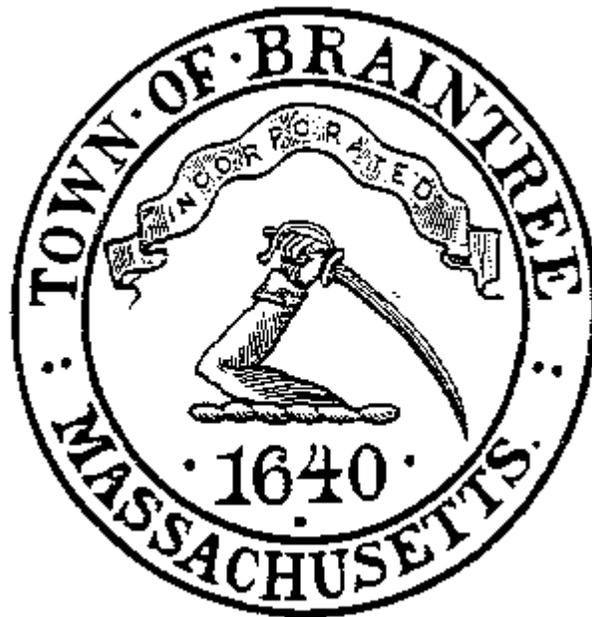
Re-Appointment: Clerk of the Council

Pursuant to the authority vested in Braintree Town Council by Section 2-8(c) of the Charter of the Town of Braintree the Braintree Town Council re-appoints James M. Casey as Clerk of the Council for a term of three-years to be effective on May 1, 2014.

SECTION 2-8: OFFICERS APPOINTED BY TOWN COUNCIL

(c) Clerk of the Council - The town council shall appoint a clerk of the council to serve for a term of 3 years and until a successor is chosen and qualified. The clerk of the council shall give notice of its meetings to its members and to the public, keep the journal of its proceedings and perform any other duties that may be provided by ordinance or by other vote of the town council.

**BRAINTREE
TOWN COUNCIL
Policy and Procedures
2013**



**BRAINTREE
TOWN COUNCIL
Policy and Procedures
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Policy & Procedure #1

Travel, Conferences and Meetings

Travel for Town related business must be pre-approved during the budget process. The form entitled "Addendum A" shall be completed. For each conference or meeting attended, the form (Addendum A) requesting approval should be submitted accompanied with the budget. The form will ask for the following information: Conference Date, Description of Conference, Agenda or course description, number of days attended, relativity to job function, expected value to Council member or employee including continuing education credits, expected value to both the individual and the Town expressed both quantitatively and qualitatively, number of days out of the office, estimated costs broken out by lodging, travel, and conference/meeting expenses along with a comparison showing the most economical choice is presented for pre-approval. The form will be signed by the Council President if the budget is approved by the Town Council.

"All Travel that has been approved during the budgetary process must again be approved by a vote of the Town Council before each Council member or Employee(s) attends the specific meeting/training. It does not need to be referred to or voted a second time by the Ways and Means Committee, only the Full Council.

The Council President shall sign all requests for payment submitted to the Town Accountant.

At the conclusion of the conference or meeting, the attendee shall give a detailed summary explaining if the objectives of the meeting or conference were met and what was accomplished at the meeting or conference to the Clerk of the Council to be distributed to all Council members at their next meeting.

Unanticipated requests not approved during the budget process shall be pre-approved by the Town Council at one of its meetings.

Order 053 13: Approved December 9, 2013

Policy & Procedure #2

Storm Communications

The Mayor's office will designate a Point of Contact (POC) to be reached during business hours and non-business hours. Councilor's may contact this person and make inquiries on behalf of constituents with concerns or specific issues, and or seek information regarding storm or weather related event operations at that time. The (POC) will report back information and answers to each councilor's inquiry as soon as possible in a reasonable amount of time.

The Mayor's Office will provide an oral briefing within 12 hours or next morning business hours for all councilors on storm or weather event related information on town operations either in person or via conference call and answer Councilor's questions and inquiries.

In severe or serious weather conditions or events the Mayor's office shall consider utilizing one or more communications methods to notify the Council and public; reverse 911 calling, Town Website, twitter or any other electronic communication methods.

The Mayor's Office will provide a general written briefing to all Town Councilors on storm operations and informational updates within 72 hours of a storm or weather related event commencing.

Councilor Clifford commented that at some point he would like to have the Committee discuss a uniform format on all future policies.

In an effort to promote communication to and from the Mayor's office with councilors during storms or other weather related events, the following policy and procedure is put forward for consideration:

The Mayor's office will designate a Point of Contact (POC) to be reached during business hours and non-business hours. Councilor's may contact this person and make inquiries on behalf of constituents with concerns or specific issues, and or seek information regarding storm or weather related event operations at that time. The (POC) will report back information and answers to each councilor's inquiry as soon as possible in a reasonable amount of time.

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Councilor Clifford commented that at some point he would like to have the Committee discuss a uniform format on all future policies.

Policy & Procedure #3
Council Employee Performance Evaluation Procedure

The Council President shall provide a copy of the Town's Employee Performance Evaluation Form to each Council Member not more than 45 days and not less than 30 days prior to the anniversary date of any employee directly managed by the Town Council. Council Members shall have 21 days from the date they were provided a copy of the form to complete. Members shall complete the form and return the form to the Director of Human Resources. Forms not received within the 21 day time period shall not be included in the summary score for the employee. The Director of Human Resources shall summarize all evaluations received during the 21 day time period and provide a copy of the summary evaluation to all Council Members. Upon a satisfactory performance evaluation, the Council President is granted the power to approve a one-step wage increase to the employee to be effective on the anniversary date. Any increase above one-step shall be referred to the Committee on Ways & Means and be presented to the full Council for consideration. (Passed in Council as Council Rule Fifty-Eight – September 7, 2010)

Order 12 001 Amended as Council Policy June 5, 2012

Policy & Procedure #4
Reappointment Policy for Officers appointed by Town Council

Officers appointed by the Braintree Town Council (Section 2-8, Braintree Town Charter) shall be entitled to notice by a majority vote of the Town Council of reappointment or non-reappointment as the case may be, a minimum of thirty (30) days prior to the completion date of the appointment.

Each employee covered by this Agreement shall notify the Council President in writing of intent to accept or reject a reappointment within two (2) weeks of receipt of written notice by certified mail. Failure to notify of acceptance shall be construed to mean an appointee does not intend to return. (Passed in Council – December 7, 2010)

Order 12 001 Amended as Council Policy June 5, 2012

Executive Session

010 14

Council President: **Third Executive Session** pursuant to G.L. c. 30A, Sec. 21(a) purpose number 3: “To discuss with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

024 14

From: Bowes Thomas

Sent: Thursday, March 06, 2014 12:56 PM

To: Casey, Jim M.

Subject: RE: MARCH 18TH AGENDA

Jim,

I think we should put under discussion Appointment of Interim Town Clerk.

Thanks,

Tom

B.F.F.E. Marathon Run for S.E.P.A.C.



The Braintree Fund for Education (B.F.F.E.) is partnering with the Braintree Special Education Parent Advisory Council (S.E.P.A.C.) to raise much needed funds in an effort to further the mission of the SEPAC organization. The Braintree SEPAC is a parent volunteer organization that works in collaboration with the Braintree Public Schools on behalf of all students in the community with developmental, physical, emotional and learning challenges. The SEPAC's mission is to act as a resource to parents of these students and advocates for children and families in Braintree on an ongoing basis. There are over 1,100 students in the community educated with the assistance of an Individualized Education Plan or "I.E.P.". The IEP provides the supports and services necessary for students to be successful in their school environment and to become active, productive members of the community in their adulthood.

My name is Kristen Zechello and I am a member of the Special Education Parent Advisory Council Board. I will be participating in the 118th Boston Marathon on April 21, 2014 in an effort to raise funds as well as awareness and acceptance of all students with challenges in Braintree. Your donation will assist our organization in continuing to offer relevant workshops for parents and professionals, award a scholarship annually to a special needs graduating senior and organize a celebratory event each spring called the Community Inclusion Awards. This award is presented to members of our community, perhaps a student, coach, employer, teacher, parent or community member who fosters the ideals of inclusion of all. Please consider making a tax deductible donation via the on-line fundraising site at:

www.crowdrise.com/bffemarathonrunforsepac

You may also mail a check *made payable to BFFE* to:

Braintree High School
Attn: SEPAC
128 Town Street
Braintree, MA 02184

Help Braintree Families Go The Extra Mile!
Thank you for your support!

The BFFE is a 501 (c) (3) Public Charity

ANNOUNCEMENT
023 14

Notice 1: Councilor O'Brien would like to remind those interested that the White Hill proposed subdivision will be in front of the full Planning Board at their March 25, 2014 meeting. Please keep a watchful eye on the planning board website for changes. The website is: braintreema.gov/planning/PlanningSchedule.htm

ANNOUNCEMENT

023 14

Notice 2: Councilor O'Brien and the full Town Council wish to send their deepest sympathies to the family and friends of Alycia Rice, a Braintree resident involved in a fatal vehicle accident on Rt. 93 the early morning of March 6, 2014. She and her family will remain in our thoughts and prayers during this most trying time.

ANNOUNCEMENT

023 14

Notice 3: Councilor O'Brien would like to re-announce and point to a State based App that the TOB is utilizing. That App is called See-Click-Fix and is available on both the Apple App Store as well as the Google Play.

From reporting potholes to receiving alerts, See Click Fix empowers you and the TOB to remain on top of the issues that matter most to you. It is of no cost to the town as it is managed by the Massachusetts Department of Administration and Finance and operated as a program called "Commonwealth Connect".

<http://seeclickfix.com/>

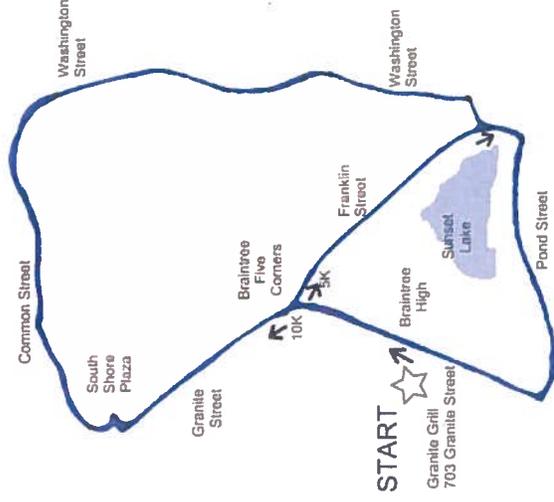
The full council will be receiving a primer on the application in the very near future to enable your representatives with the ability to become aware of how this works and become informed.

About Neuroblastoma

Neuroblastoma is an aggressive form of cancer associated with the nerve cells and adrenal glands. It commonly occurs in infants and very young children. Its cause is unknown. Only 650 new cases are reported in the United States annually. Neuroblastoma therefore is regarded as an orphan disease, one that does not attract funding. As such, it is left largely to the families of neuroblastoma patients to raise the necessary funds to further research to find a cure.

Fourth Annual Run for Charlotte

Last April, over three thousand runners and walkers came together, to honor an amazing child, while raising over \$125,000. This money is used to provide relief for families fighting pediatric cancer as well as to fund research initiatives. *Prayers for Charlotte* has made an impact on over 28 families this year alone. Our work is not done. On April 27, 2014 we will meet again at the starting line, to continue the race against cancer. We hope you will join us to support this year's event, to give help and hope to families fighting pediatric cancer.



Run For Charlotte

Race for Neuroblastoma Research & Relief for Families Fighting Pediatric Cancer

April 27, 2014
10:00 am

Post Race Entertainment by
Jim Plunkett

New England's Favorite Entertainer



USATF Certified Course

10K, 5K, Youth, and Wheelchair Divisions

5K Walk

Kids Activities following Race

Race begins and ends at Granite Grill

703 Granite Street, Braintree



Run for Charlotte
Move your toes for Charlotte Rose

Registration Information

Who Was Charlotte?

Charlotte was diagnosed with stage IV neuroblastoma at the age of two. She battled through aggressive treatments for two and a half years by holding the hands of her parents, brothers, family and friends, as she endured chemotherapy, surgeries, tandem stem-cell transplants, radiation and anti-body treatments. Charlotte was brave and stoic through her darkest days and courageously fought until her little body could take no more. Who was Charlotte? Five-year old Charlotte was the color orange, LEGO creations, babies, birthdays, and swings. She was singing chipmunks, markers and stickers, ballet slippers, and books. Describing her short life is best framed in the phrase "Faith, Hope and Love" but as it is said, the greatest of these is Love. Charlotte Rose Kelly was Love.

Charlotte Rose Kelly
August 14, 2006 ~ December 7, 2011
Forever In Our Hearts

Prayers for Charlotte

Prayers for Charlotte, is a 100% volunteer organization that works to raise funds for neuroblastoma research and relief for families fighting cancer. There are no salaried employees and all proceeds from our events, including this road race, will support this dual effort. *Prayers for Charlotte* is a 501(c)(3) non-profit organization.

Race Details

Race: Sunday, April 27, 2014

Start: 10:00 am

Routes:

Races begin and end at

Granite Grill

703 Granite Street, Braintree

- 10K Road Race
- 5K Road Race
- 5K Walk
- Wheelchair Division
- Youth (Under 18) Divisions

Free Kids Activities Following Race

Entry Fees:

\$30 Pre-Registration by April 1, 2014
\$35 Day of Race
Youth Division (Under 18), \$20
Long Sleeve Race Shirt Guaranteed to
First 800 Registered Participants

Shirt and Number Pickup:

Pre-Registered Runners:
Saturday, April 26, 3 pm to 7 pm,
at Granite Grill
Race Day Registration:
7:00 am to 9:30 am at Granite Grill

For more information, please visit:

prayersforcharlotte.org

facebook.com/RunForCharlotte

@P4Charlotte

Registration Form

Please complete and mail a check to:

Prayers for Charlotte

PO Box 850833

Braintree, MA 02185

Name _____

Address _____

City _____

State _____

Zip _____

Telephone _____

Email _____

Date of Birth _____

Running Club Affiliation _____

\$30 Adult Pre-Registration

\$20 Youth Division (Under 18)

Please accept my additional donation of
\$ _____

Gender: Male Female

Event:

5K Run

10K Run

Wheelchair

Youth (Under 18) 5K Run

Youth (Under 18) 10K Run

5K Walk

Youth (Under 18) 5K Walk

T-Shirt Size (adult sizes):

XS S M L XL XXL

WAIVER: I hereby for myself, my heirs, executors and administrators waive and release any and all rights and claims for damages I may have against Charlotte's Run and sponsors, coordinating groups and any individuals associated with the event, their representatives and assigns, and will hold them harmless for any and all injuries suffered in connection with this event. I attest that I am physically fit to compete in this event. Further, I hereby grant full permission to any and all of the foregoing to use my likeness in all media including photographs, picture recordings or any other record of this event for any legitimate purpose. (Required: if you are under 18 please have a parent or guardian sign):

Who Was Charlotte?

Charlotte was diagnosed with stage IV neuroblastoma at the age of two. She endured aggressive treatments for two and a half years by holding the hands of her parents, brothers, family and friends, as she endured chemotherapy, surgeries, tandem stem-cell transplants, radiation and anti-body treatments. Charlotte was brave and stoic through her darkest days and courageously fought until her little body could take no more. Who was Charlotte? Five-year old Charlotte was the color orange, LEGO creations, babies, birthdays, and swings. She was singing chipmunks, markers and stickers, ballet slippers, and books. Describing her short life is best framed in the phrase "Faith, Hope and Love" but as it is said, the greatest of these is Love. Charlotte Rose Kelly was Love.

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August 14, 2006 ~ December 7, 2011
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Fourth Annual Run for Charlotte

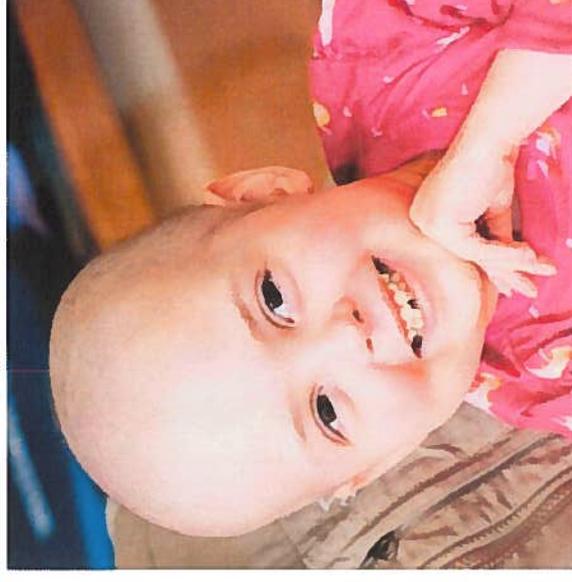
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For more information, please visit www.prayersforcharlotte.org or call:
Laura Graziano 781.718.1834 ~ Nancy Miller 781.799.3653
Gerard Timmons 781.706.2025 ~ Grace White 617.501.1669

Run for Charlotte to Benefit Neuroblastoma Research and Relief for Families Fighting Cancer. Donations are gratefully accepted.

Prayers for Charlotte is a 501(c)(3) non-profit organization, tax ID 27-2206410.
All donations are tax-deductible to the fullest extent allowed by law.

Run For Charlotte



Race for Neuroblastoma Research and Relief for Families Fighting Pediatric Cancer

April 27, 2014
10:00 am

Post Race Entertainment by

Jim Plunkett

New England's Favorite Entertainer

Sponsorship Information

Fourth Annual Run For Charlotte Road Race Sponsorship Opportunities

SPONSOR BENEFITS	GOLD \$5,000	SILVER \$2,000	BRONZE \$500
Start/Finish Line Representation We will work with you to personalize your presence at the start, finish and post-race tent.			
Event T-Shirt Your business name or logo will be printed on event t-shirts distributed to at least 800 registrants.			
Route Signage Your business name or logo displayed on the Run for Charlotte route.			
Race Entries Complimentary race entries and race shirts.	25	10	2
Race Day Recognition Your business name or logo will be displayed in race signage and spoken announcements.			
Web/Social Media Advertising Your business, website or facebook page will be highlighted on the Run For Charlotte website and social media sites.			

OTHER SUPPORT OPTIONS

Water Stop Sponsor \$300
 Every Runner Needs to Hydrate! Banner Advertisement at one of the water tables and signage before and after the stop. Only 7 Available.

Mile Marker Sponsor \$150
 They All Look For The Mile Markers! Large sign at one of the racing milestones along the routes. Only 8 Available.

Route Sign \$125
 Company Name or Logo on the Run for Charlotte Route.

Sponsor Information:

Sponsor Name: _____
 Contact Name: _____
 Email: _____
 Phone: _____

Sponsor Level:

- Gold
- Silver
- Bronze
- Water Stop
- Mile Marker
- Route Sign

All checks should be made payable to:
Prayers for Charlotte
 PO Box 850833
 Braintree, MA 02185

ANNOUNCEMENT

026 14

From: Owens, Michael J.

Sent: Monday, March 10, 2014 6:17 PM

To: Casey, Jim M.; Town Councilors

Subject: RE: ANNOUNCEMENTS

Jim,

I will have an announcement/ constituent update regarding the safety measures on grove street.

Thank you,

Mike

TOWN OF BRAINTREE, MASSACHUSETTS

MANAGEMENT LETTER

JUNE 30, 2013



100 Quannapowitt Parkway
Suite 101
Wakefield, MA 01880
T. 781-914-1700
F. 781-914-1701
www.powersandsullivan.com

To the Honorable Mayor and the Town Council
Town of Braintree, Massachusetts

In planning and performing our audit of the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Braintree, Massachusetts as of and for the fiscal year ended June 30, 2013, 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's internal control over financial reporting.

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

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

However, during our audit we became aware of other matters that we believe represent opportunities for strengthening internal controls and operating efficiency. The memorandum that accompanies this letter summarizes our comments and suggestions concerning these other matters.

The Town of Braintree's written responses to the comments identified in our audit have not been subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

This communication is intended solely for the information and use of management of the Town of Braintree, Massachusetts, and is not intended to be and should not be used by anyone other than these specified parties.

Powers & Sullivan, LLC

December 17, 2013

TOWN OF BRAINTREE, MASSACHUSETTS

MANAGEMENT LETTER

JUNE 30, 2013

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OTHER MATTERS PREVIOUSLY REPORTED

SIGNIFICANT DEFICIENCY – BEING CORRECTED

TREASURY OPERATIONS

Previous Comment

Since fiscal year 2009 and continuing through fiscal year 2012, the Treasurer's office has been operating with less than a full staff. The Treasurer's position has turned over 3 times and certain tasks have not been completed on a consistent basis including the timely postings of cash receipts to the general ledger and monthly reconciliations of cash and accounts receivables to the general ledger balances and to the Accountant's balances. The department has retained the help of a part-time outside consultant to assist in getting the cash postings and bank reconciliations brought up-to-date but this situation continues to exist.

Current Status

The Town has hired an experienced Treasurer/Collector who started in the fall of 2012. Cash and accounts receivable reconciliations have been performed on a monthly basis since that time. The Treasurer and the Town Accountant have been working closely together installing new accounting and financial reporting software throughout the Town. Continued improvements are being made to the cash receipts and reporting system, along with monthly reconciliations of cash and receivable balances.

Continuing Recommendation

In order to strengthen internal controls over financial reporting and to safeguard the Town's assets we recommend that management should take whatever actions may be necessary to ensure that the day-to-day activities of the Treasury Department are being completed on a timely basis and that detailed reconciliations with the general ledger balances and with other departments are occurring on a routine basis as prescribed by management.

Management's Response/Current Status

We have completed the software upgrades on the new treasurer receipts software package that will improve the efficiency of the cash receipts process. Significant improvements have been made in the tax collector's accounts receivables procedures including the direct input of payments over the counter in to the accounts receivable software and more timely reconciliation of the detailed receivables to the general ledger. The Treasurer and Town Accountant are reconciling the detailed records to the general ledger on a regular basis as of the end of the 2013 fiscal year.

OTHER MATTERS

INTERNAL CONTROL POLICIES AND PROCEDURES MANUAL

Continuing Comment

We noted that most departments do not maintain a formal internal control policy and procedures manual documenting day-to-day processing and controls. Recently the Town has experienced turnover in several departments while at the same time significant operational changes are being implemented including a new Town-wide general ledger software conversion and within the public works department and in the water and sewer fund. The Town is at risk if critical tasks cannot be completed due to extended or unforeseen absences

and for undocumented operational changes. A formal internal control policy and procedures manual would assist each department head with training, documenting, and assuring the continuity of operational policies and procedures that have been approved by management.

Continuing Recommendation

We recommend that each department head develop an internal control policy and procedures manual that includes proper reviews and approvals by management. The document should be written with sufficient detail to allow a new employee the ability to complete the task by reviewing its respective directions. This document should be updated for any system or policy changes. A master manual of all procedures should be maintained and stored in a secure location. In addition, all department heads should be familiar with all policies and procedures within their office and be able to complete all necessary tasks in order to sufficiently train employees.

Management's Response

We agree with the comment as this has been demonstrated by the turnover in key staff positions in certain departments. Management has begun to address these matters now that the new systems have been installed.

IDENTIFICATION AND REPORTING OF FEDERAL AWARDS

Continuing Comment

The Town is required to prepare the Schedule of Expenditures of Federal Awards (SEFA) each year as part of the Single Audit requirements. The SEFA reports the total federal awards expended for the fiscal year being audited, by program name and Catalog of Federal Domestic Assistance Number (CFDA). The SEFA must also indicate if the funds were received directly from a federal agency, or if applicable, the pass-through entity's name. The Town expends approximately \$4.3 million in federal funds each year from a variety of programs. The Town does not have a strong system in place to readily provide the necessary information to complete the Schedule of Expenditures of Federal Awards.

This schedule is currently populated based on information gathered from several websites and from review of the expenditures reported in the general ledger. As a result, there is a risk that the Town could unintentionally misclassify a state award, or omit a federal award from being reported on the SEFA.

Continuing Recommendation

We recommend that the Town develops policies and procedures that will ensure that all federal awards are identified as awarded, and that all of the pertinent information is provided to the Town Accountant prior to accounts being setup on the general ledger to account for the programs. A specific sequence of fund numbers should be designated on the Town's general ledger to separately account for federal and state awards. This would provide greater efficiency in the preparation of the report and reduce the risk of error in the reporting of federal awards expended.

Management's Response

We agree and will schedule a meeting with our School Department (our largest recipient of Federal funds) and develop policies and procedures to identify and classify Federal funds received and expended. We will see if it is possible to record the CFDA number in the grant title field. Once we have developed these policies and procedures with the School Department we will be implementing them in all departments receiving Federal funds.

BUDGET RECONCILIATION AND ROLE OF THE TOWN ACCOUNTANT

Continuing Comment

Every year, as required by Massachusetts General Law, the Town adopts a balanced budget upon approval by Town Council. Changes or transfers made subsequent to the approval of this annual budget occur frequently throughout the year. The Town Accountant enters the original approved budget into their general ledger software for the beginning of the fiscal year along with any council orders made throughout the year. However, the Town Accountant does not maintain any type of crosswalk to prove the amount recording in the general ledger to the amounts voted by Town Council. The Town Accountant should have a more significant role in monitoring the budget and working with the departments to compare budgeted to actual results. This comparison should be done monthly so that the budget can be properly monitored.

Continuing Recommendation

We recommend the Town Accountant have a more significant role in managing the budget process and that management should improve procedures for monitoring the budget with all concerned parties throughout the year.

Management's Response

The Town Auditor has developed a document that the Town Accountant can modify slightly and the modified form can be used to tie out the general ledger totals and detail to the Town Council actions on a monthly basis. The Town Accountant will begin to maintain this information for fiscal year 2014 and going forward.

Informational Comment

Future Government Accounting Standards Board (GASB) Statements for Pensions and OPEB

Current Comment

The GASB has issued new pronouncements that will significantly affect the accounting and reporting requirements for Pensions and Other Postemployment Benefits (OPEB). These new standards will start to phase in during fiscal year 2014 and will substantially impact your financial statements and will also affect the requirements for accumulating the necessary data to meet the reporting requirements.

The new standards that have been issued and their effective dates are as follows:

- The GASB issued Statement #65, *Items Previously Reported as Assets and Liabilities*, which is required to be implemented in fiscal year 2014.
- The GASB issued Statement #67, *Financial Reporting for Pension Plans, an amendment of GASB Statement No. 25*, which is required to be implemented in fiscal year 2015.
- The GASB issued Statement #68, *Accounting and Financial Reporting for Pensions, an amendment of GASB Statement No. 27*, which is required to be implemented in fiscal year 2015.

The GASB is expected to issue additional standards following #67 & #68 for Pensions, which will similarly affect accounting and financial reporting for OPEB Plans. The GASB is encouraging earlier application of these

standards. To briefly summarize these new standards –

- GASB #65 will require reporting each of the financial position elements in a separate section in the statements of financial position. These elements are Assets, Deferred Outflows, Liabilities, Deferred Inflows, and Net Position; where assets + deferred outflows – liabilities – deferred inflows = net position. This new requirement will affect certain aspects of the financial statements currently and they will pave the way for the new reporting requirements of the new Pension and OPEB standards.
- GASB #67 and #68 will substantially change the reporting for pension liabilities and expenses. Changes in pension liability will be immediately recognized as pension expense or reported as deferred outflows/inflows of resources depending on the nature of the changes. Substantial changes to methods and assumptions used to determine actuarial information for GAAP reporting purposes will be required. Current actuarial methods may continue to be used to determine funding amounts. Employers will report in their financial statements a net pension liability (asset) determined annually as of the fiscal year end. Net pension liability (asset) equals the total pension liability for the plan net of the plan net position. Pension liability is the actuarial present value of projected benefits attributed to past service, and plan net position is the accumulated plan assets net of any financial statement liabilities of the plan.

The Town should expect to record significant pension and OPEB liabilities in the future.

Recommendation

We recommend that management begin to study and evaluate these changes for financial statement reporting and disclosure purposes, and to formulate plans to meet with your actuaries and financial advisers as more information becomes available. You may also want to consider how and when this information should be communicated to your constituents and other financial statement users.

Management's Response

Management is in the process of working with our actuaries and other outside advisors so that we will be ready to implement these new standards on their effective dates.

CURRENT YEAR COMMENTS

TIMELINESS OF THE ANNUAL AUDIT AND DEVELOPMENT OF A YEAR-END CLOSING SCHEDULE

Comment

This year's closing process was delayed because certain procedures were not performed on time. The results were delays in producing closing entries, final trial balances, schedules, reconciliations, account analyzes, and other financial reports needed by management and the auditors. We continued to receive late journal entries and revisions to previously provided trial balances well into November 2013.

We believe that the year-end closing could proceed more quickly by developing a closing schedule that indicates who will perform each procedure and when completion of each procedure is due and accomplished. The timing of specific procedures could be coordinated with the timing of management's or the auditor's need for the information. The due dates could be monitored to determine that they are being met.

Recommendation

We understand that the closing process for the Town is somewhat complicated and dependent on gathering information from a number of sources. In addition, we recognize that the accounting staff responsible for the close is limited in number and that this limited staff must continue to complete on-going daily tasks without being able to completely focus on the annual close and the audit. We do however recommend that management should develop and monitor a year-end closing schedule that will ensure a more timely and complete close. We recommend that the plan should work backwards from when management expects its annual audited financial statements to be available for review.

Management's Response

We agree with the comment. We will develop a year-end closing schedule to meet our accelerated time frame for completing the audit. The timeframe has been accelerated to meet the December 31st deadline for the Town submitting our CAFR to the GFOA's by their December 31st deadline. In the last year we have hired two key employees in the finance department and also we have changed the Town's general ledger software system on July 1, 2012, converted the Town's weekly payroll system January 1, 2013 and brought the school department onto the Town's accounting system as of July 1, 2013. These conversions went smoothly however in doing so it required considerable staff time that delayed the close. We are confident that with the new staff, new software, and improvements to the systems we as a team working together will be able to meet our schedule for the year upcoming year-end close.

TOWN OF BRAINTREE, MASSACHUSETTS

COMPREHENSIVE ANNUAL FINANCIAL REPORT



FOR THE FISCAL YEAR ENDED JUNE 30, 2013

On the Cover:

A view of Town Hall with the 911 Memorial Flags



Sunset Lake

**The Town of
Braintree, Massachusetts**



**Comprehensive
Annual Financial Report**

**For the Fiscal Year Ended
June 30, 2013**

**Prepared by:
Edward J. Spellman, Jr.
Director of Municipal Finance**

Town of Braintree, Massachusetts

**Comprehensive Annual Financial Report
For the Fiscal Year Ended June 30, 2013**

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Introductory Section



Watson Park and Peterson Splash Pad

Introductory Section

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Edward J. Spellman, Jr.
Director of Finance



Joseph C. Sullivan
Mayor

TOWN OF BRAINTREE
DEPARTMENT OF MUNICIPAL FINANCE

One JFK Memorial Drive, Braintree, MA 02184
Tel: 781-794-8035 Fax: 781-794-8181

Letter of Transmittal

December 17, 2013

To the Honorable Town Council and Citizens of the Town of Braintree:

State law requires the Town of Braintree to publish at the close of each fiscal year a complete set of financial statements in conformity with accounting principles generally accepted in the United States of America (GAAP) that are audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants. Pursuant to that requirement, we hereby issue the Comprehensive Annual Financial Report (CAFR) of the Town of Braintree, Massachusetts, for the fiscal year ending June 30, 2013 for your review.

The report is designed to be used by the elected and appointed officials of the Town and others who are concerned with its management and progress such as bond analysts, banking institutions and credit raters. Just as important, the design and format of this report is aimed at providing the residents and taxpayers of Braintree a more easily readable and, therefore, a more easily understandable financial report.

This report consists of management's representations concerning the finances of the Town of Braintree. Consequently, management assumes full responsibility for the completeness and reliability of all of the information presented in this report. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects. In order to provide a reasonable basis for making these financial representations, management continues to review and improve its established comprehensive internal controls. The framework for these controls is designed to protect, to the extent possible, the government's assets from loss, theft or misuse. The cost of internal controls should not outweigh their benefits. As a result, the Town of Braintree's comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements for the fiscal year ended June 30, 2013, are fairly presented in conformity with GAAP.

The Town of Braintree's financial statements have been audited by Powers & Sullivan, LLC, a firm of licensed certified public accountants. The goal of the independent audit was to provide reasonable assurance that the financial statements of the Town of Braintree for the fiscal year ended June 30, 2013, are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering an unmodified opinion that the Town of Braintree's financial statements for the fiscal year ended June 30, 2013, are fairly presented in conformity with GAAP. The independent auditor's report is presented as the first component of the financial section of this report. The independent audit of the financial statements of the Town of Braintree was part of a broader, federally mandated "Single Audit" designed to meet the special needs of federal grantor agencies. The standards

governing Single Audit engagements require the independent auditor to report not only on the fair presentation of the financial statements, but also on the audited government's internal controls and compliance with legal requirements, with special emphasis on internal controls and legal requirements involving the administration of federal awards. These reports are available in the Town of Braintree's separately issued Single Audit Report.

GAAP requires that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement MD&A and should be read in conjunction with it. The Town of Braintree's MD&A can be found immediately following the report of the independent auditors.

Profile of the Town

The Town of Braintree is a suburban community with a strong residential character located twelve miles south of Boston, with a land area of 14.52 square miles. Incorporated in 1640, Braintree has a rich history. Old Braintree was the birthplace of two presidents, John Adams and John Quincy Adams, as well as John Hancock and General Sylvanus Thayer, the founder of West Point. The Town is ideally situated at the crossroads of Route I-93 (128) and Route 3 for easy access to the Greater Boston area and Cape Cod as well as having excellent public transportation to Boston and Logan International Airport.

There is a strong business base which includes one of the largest regional shopping centers in the northeast; the South Shore Plaza. Attractive office and industrial parks are located in the Town as well, because of its ideal location.

The Town offers a full range of services including police and fire protection, education, maintenance of streets and infrastructure, solid waste collection and disposal, health and human services, cultural and recreational, administrative and financial services.

The Town operates under a Mayor and Town Council form of government. A nine-member Town Council, 3 members at large and 6 district members, serve as representative legislature.

The School Committee consisting of 6 elected members and the Mayor, appoint the School Superintendent who administers the public school system of the Town.

Factors Affecting Financial Condition

The Town of Braintree continues to reflect a strong local economic condition through the recent fiscal crisis. The per capita income continues to rise and outpace the state averages. The Town also has a low comparable unemployment rate.

The Town remains a very desirable community and this is reflected in the strong residential sales market, which have regained their pre-fiscal crisis levels. The Town offers a unique mix of proximity to Boston and major highways and transportation, while maintaining a desirable residential community. The Town offers a broad range of high quality services and an attractive quality of life.

The growth of the Town's main source of revenues, property taxes, is capped by Proposition 2½ and can only be overridden by a majority vote at a Town election. While revenue increases have been limited in recent years, tax base growth was enhanced by commercial construction. This helped offset the steady increases in fixed costs, including health insurance and pension costs, which have increased substantially. On the Town's operating side, the FY13 budgets and service level were maintained through a modest 2% increase in the operating budget. This allowed the Town to continue to provide high quality services while minimizing the impact on the property tax burden.

The Town continues to manage its financial affairs in a prudent manner, primarily through considerable long-term planning and strong financial policies. It has maintained a high bond rating even with the overall unsettled economy. It has been able to do so by incorporating long range planning tools such as a five-year Capital Improvement Program; maintaining reserve balances despite tight budgets; investing in technology to ensure efficient operations; negotiating sustainable collective bargaining agreements, and maintaining an aggressive pay as you go financing strategy for capital improvements. The Town's long-term policies will preserve its strong financial position for the foreseeable future.

The Town has remained dedicated to an aggressive retirement of debt policy. Whenever possible, debt is issued for shorter time periods than allowed, typically ten years. The Town monitors and schedules retirement and issuance of debt to ensure that debt service does not exceed 10% of the operating budget to ensure availability of resources for ongoing operations.

The Town contributes to the Braintree Contributory Retirement System, a cost-sharing, multiple-employer defined benefit pension plan (Plan) administered by the Braintree Contributory Retirement Board. Every two years, an independent actuary engaged by the Board calculates the amount of the annual contribution that the Town must make to the pension plan to ensure its ability to fully meet its obligations to retired employees. As required by law, the Town fully funds each year's annual required contribution to the pension plan as determined by the actuary. As of January 1, 2012, the latest actuarial valuation date, the System had succeeded in funding 62.4% of the present value of the projected benefits earned by employees. The remaining unfunded amount is being systematically funded over the remaining 20 years as part of the annual required contribution as calculated by the actuary.

The Town also provides postemployment health care benefits for certain retirees and their dependents. There are approximately 900 retired employees receiving these benefits, which are financed on a pay-as-you-go basis. GAAP now requires the Town to conduct an actuarial valuation to determine the unfunded liability and to recognize the annual cost of reducing this liability in addition to the current year benefits. The Town's most recent actuarial valuation is dated January 1, 2012. If the Town is unable to fund the minimum annual contribution as determined by the actuarial valuation, the unpaid amount will be required to be recorded as a liability on the financial statements of the Town.

Financial and Management Systems

Internal Controls

The Mayor and Director of Municipal Finance of the Town are responsible for establishing and maintaining an internal control structure designed to ensure the assets of the Town are protected from loss, theft or misuse and to ensure that adequate accounting data is compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles. The Director of Municipal Finance is responsible for evaluating the adequacy and effectiveness of the internal control structure and implementing improvements.

Because the cost of internal controls should not outweigh their benefits, the Town of Braintree's comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement.

Budgetary Controls

The Mayor is responsible for preparing and presenting the budget to the Town Council. The Council, having the authority to amend down and/or reject the budget or any line item, adopts the expenditure budget by majority vote.

The level of budgetary control is established by Town Council and defines the level at which expenditures may not exceed appropriations. This level is typically at the individual department program level. The Town Accountant is responsible for ensuring all payroll and invoices are within the budgetary control level before authorizing payment. Additional appropriations may be approved by Town Council throughout the fiscal year.

Acknowledgements

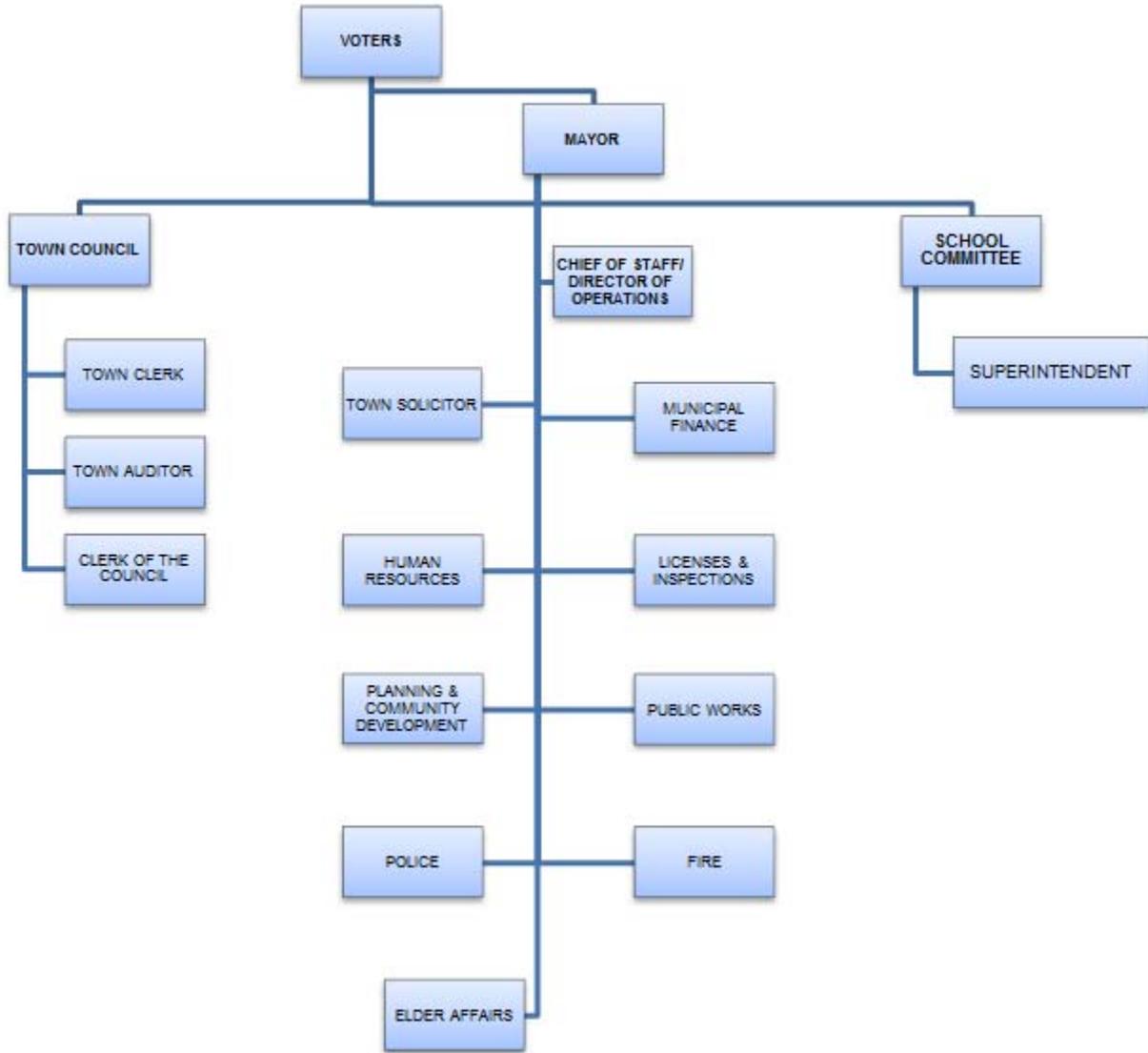
This report represents significant effort by the entire financial team of the Town, whose dedicated efforts have significantly improved the financial operations of the Town. We would like to express our appreciation to the members of all the departments who assisted and contributed to the preparation of this report. I would also like to acknowledge and give credit to the Mayor and the Town Council for their constant support to uphold the highest standards of professionalism in the management of the Town of Braintree's finances.

Respectfully submitted,



Edward J. Spellman, Jr.
Director of Municipal Finance

Town of Braintree Organizational Chart



Principal Town Officials

Elected Officials		Term Expires	
Mayor	Joseph C. Sullivan	2016	
Town Council	<u>Councilors-at-Large</u>		
	Charles B. Ryan	2014	
	Leland A. Dingee	2014	
	Sean E. Powers	2014	
	<u>District Councilors</u>		
	Charles C. Kokoros, President	2014	
	Thomas M. Bowes, Vice-President	2014	
	John C. Mullaney	2014	
	Henry N. Joyce	2014	
	Ronald E. DeNapoli	2014	
	Paul Dan Clifford	2014	
	School Committee	Shannon Hume, Chairperson	2014
		David Ringius, Jr., Vice Chairperson	2014
Pamela Kiley, Recording Secretary		2014	
Thomas Devin		2016	
Lisa Heger		2016	
Sarah Nichols		2016	
	Joseph C. Sullivan, Mayor	2016	

Appointed Officials

Appointed by the Mayor

Chief of Staff	Peter J. Morin
Director of Municipal Finance	Edward J. Spellman, Jr.
Town Solicitor	Carolyn Murray
Director of Human Resources	Karen Shanley
Director of Inspectional Services	Marybeth McGrath
Director of Department of Public Works	Thomas Whalen
Director of Planning & Community Development	Christine Stickney
Police Chief	Russ Jenkins
Fire Chief	James O'Brien
Director of Elder Affairs	Sharmila Biswas
Assessor	Robert Brinkmann
Treasurer/Collector	Barbara Walls
Town Accountant	Mark Lin

Appointed by the Town Council

Town Clerk	Joseph F. Powers
Town Auditor	Eric A. Kinsherf
Clerk of the Council	James M. Casey

Appointed by the School Committee

School Superintendent	Maureen Murray, Ed.D
School Business Manager	Peter Kress



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**Town of Braintree
Massachusetts**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

June 30, 2012

Executive Director/CEO

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Financial Section



Police Department Honor Guard

Financial Section

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Independent Auditor's Report

To the Honorable Mayor and the Town Council
Town of Braintree, Massachusetts

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Braintree, Massachusetts as of and for the year ended June 30, 2013 (except for the Braintree Contributory Retirement System which is as of and for the year ended December 31, 2012), and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the financial statements of the Braintree Electric Light Department as of December 31, 2012, which is both a major fund and 76%, 65%, and 82%, respectively, of the assets, net position, and revenues of the business-type activities. Those statements were audited by other auditors whose report has been furnished to us, and our opinion, insofar as it relates to the amounts included for the business-type activities of the Braintree Electric Light Department, is based solely on the report of the other auditors. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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

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

Opinions

In our opinion, based on our audit and the report of other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Braintree, Massachusetts, as of June 30, 2013 (except for the Braintree Contributory Retirement System and the Braintree Electric Light Department which are as of and for the year ended December 31, 2012), and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

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

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Braintree, Massachusetts' basic financial statements. The introductory section, combining and individual fund statements, and statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, based on our audit, the procedures performed as described above, the combining and individual fund statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 17, 2013, on our consideration of the Town of Braintree, Massachusetts' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Braintree, Massachusetts' internal control over financial reporting and compliance.

A handwritten signature in black ink that reads "Powers + Juliani, LLC". The signature is written in a cursive, flowing style.

December 17, 2013

Management's Discussion and Analysis

Management's Discussion and Analysis

As management of the Town of Braintree, we offer readers of these financial statements this narrative overview and analysis of the financial activities for the fiscal year ended June 30, 2013. We encourage readers to consider the information presented in this report. All amounts, unless otherwise indicated, are expressed in whole dollars.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Town of Braintree's basic financial statements. These basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. The government-wide financial statements provide both long-term and short-term information about the Town as a whole. The fund financial statements focus on the individual components of the Town government, reporting the Town's operations in more detail than the government-wide statements. Both presentations (government-wide and fund) allow the user to address relevant questions, broaden the basis of comparison and enhance the Town's accountability. An additional part of the basic financial statements are the notes to the financial statements. The 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 finances, in a manner similar to private-sector business.

The *statement of net position* presents information on all assets and liabilities with the difference between them reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position is improving or deteriorating.

The *statement of activities* presents information showing how the government's net position changed during the most recent fiscal year. 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).

Both of the government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities include general government, public safety, education, public works, sanitation, community preservation, human services, culture and recreation, and interest. The business-type activities include the water and sewer, golf course, and electric light activities.

The government-wide financial statements include not only the Town of Braintree itself (known as the *primary government*), but also a legally separate public employee retirement system for which the Town of Braintree is financially accountable. Financial information for this *component unit* is reported separately within the fiduciary fund statements.

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. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into three categories: governmental funds, proprietary 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 statements focus on *near-term inflows 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 of Braintree adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with this budget.

The Town's general fund is shown separately and the remaining governmental funds are aggregated and shown as nonmajor governmental funds.

Proprietary funds. The Town maintains two types of propriety funds.

Enterprise funds are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The Town uses enterprise funds to account for its water and sewer, golf course and electric light activities.

Internal service funds are an accounting device used to accumulate and allocate costs internally among various functions. The Town uses internal service funds to account for health insurance activities.

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. The accounting used for fiduciary funds is much like that used for proprietary funds.

Notes to the basic 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.

Financial Highlights.

As noted earlier, net position may serve over time as a useful indicator of a government’s financial position. The Town of Braintree’s governmental assets exceeded liabilities for governmental activities by \$50.5 million and the business-type activities assets exceeded liabilities by \$91.7 million at the close of the most recent fiscal year. Key components of the Town’s activities are presented below.

Governmental Activities

	2013	2012
Assets:		
Current assets.....	\$ 61,781,745	\$ 57,242,485
Capital assets, non depreciable.....	17,049,796	14,794,468
Capital assets, net of accumulated depreciation.....	58,640,598	56,742,522
Total assets.....	137,472,139	128,779,475
Liabilities:		
Current liabilities (excluding debt).....	11,291,335	10,635,015
Noncurrent liabilities (excluding debt).....	52,383,018	43,778,115
Current debt.....	2,461,998	2,560,568
Noncurrent debt.....	20,843,005	20,165,003
Total liabilities.....	86,979,356	77,138,701
Net position:		
Net investment in capital assets.....	54,067,678	52,564,200
Restricted.....	19,486,773	19,081,454
Unrestricted.....	(23,061,668)	(20,004,880)
Total net position.....	\$ 50,492,783	\$ 51,640,774

Net investment in capital assets of \$54.1 million reflects our investment in capital assets (e.g., land, buildings, machinery, and equipment); less any related debt used to acquire those assets that are still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the investment in its capital assets is reported net of its 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.

An additional portion of net position, \$19.5 million, represents resources that are subject to external restrictions on how they may be used. The remaining balance of *unrestricted net position* resulted in a \$23.1 million deficit mainly relating to the cumulative effect of recording \$50.4 million of other postemployment benefit liabilities through June 30, 2013.

	2013	2012
Program revenues:		
Charges for services.....	\$ 7,693,422	\$ 7,507,858
Operating grants and contributions.....	34,800,674	33,518,827
Capital grants and contributions.....	3,146,209	4,773,929
General Revenues:		
Real estate and personal property taxes.....	74,746,576	69,679,306
Motor vehicle and other excise taxes.....	5,175,048	4,039,432
Hotel/motel tax.....	1,141,705	784,781
Nonrestricted grants.....	4,885,456	4,989,211
Unrestricted investment income.....	243,114	215,677
Other revenues.....	1,226,438	1,118,801
Total revenues.....	133,058,642	126,627,822
Expenses:		
General government.....	6,793,916	6,120,306
Public safety.....	23,907,018	22,644,632
Education.....	91,537,391	87,632,097
Public works.....	6,903,790	6,258,439
Sanitation.....	1,614,505	1,734,699
Community preservation.....	133,513	168,276
Human services.....	1,269,546	1,108,036
Culture and recreation.....	3,856,790	3,685,605
Interest.....	594,798	668,246
Total expenses.....	136,611,267	130,020,336
Excess (Deficiency) before transfers.....	(3,552,625)	(3,392,514)
Transfers.....	2,404,634	2,289,778
Change in net position.....	(1,147,991)	(1,102,736)
Net position - beginning.....	51,640,774	52,743,510
Net position - ending.....	\$ 50,492,783	\$ 51,640,774

The governmental net position decreased by \$1.1 million during the current fiscal year as compared to a similar decrease in the prior year. The decrease in net position is mainly attributable to the recording of an additional \$8.4 million in other postemployment benefit expenses. Total revenues increased approximately \$6.3 million mainly from an increase in real estate and personal property taxes of \$5.0 million and an increase in motor vehicle and other excise taxes of \$1.1 million. Expenses increased approximately 5% mainly due to an increase in the OPEB expense, an increase in the school's operating budget and snow and ice expense.

Business-type Activities. Business-type activities increased the Town’s net position by \$2 million compared to a decrease of \$2.2 million in the prior year. The change relates mainly to the Electric Light Department where total expenses were \$4.5 million less than the previous year. This was mainly due to decreases in energy prices and fuel costs. The electric light operations are presented on a calendar basis for the year ended December 31, 2012.

The water and sewer fund was established in 1984 pursuant to an act establishing the water and sewer commission. Water and sewer business-type activities assets exceeded liabilities by \$31.8 million at the close of fiscal year 2013. Net investment in capital assets was \$26.5 million (83%) while unrestricted net position was \$5.3 million (17%). There was a decrease of \$133,000 in net position compared to an increase of \$8,000 in the prior year.

Golf Course business-type activities assets exceeded liabilities by \$442,000 at the close of fiscal year 2013. Net investment in capital assets was \$947,000 while unrestricted net position was in a deficit in the amount of \$505,000. There was a decrease of \$256,000 in net position compared to a decrease of \$147,000 in the prior year. This decrease was mainly from the recognition of an additional \$75,000 in other postemployment benefit expenses.

Electric business-type activities assets exceeded liabilities by \$59.4 million at December 31, 2012. Net investment in capital assets was \$48.1 million (81%) and unrestricted net position was \$11.3 million (19%). There was an increase of \$2.4 million in net position compared to a decrease of \$2.1 million in the prior year.

Business-type Activities

	2013	2012
Assets:		
Current assets.....	\$ 45,556,422	\$ 45,639,646
Noncurrent assets (excluding capital).....	945,035	858,466
Capital assets, non depreciable.....	2,498,618	3,171,802
Capital assets, net of accumulated depreciation.....	194,191,790	196,162,194
Total assets.....	243,191,865	245,832,108
Liabilities:		
Current liabilities (excluding debt).....	7,811,627	8,596,632
Non-current liabilities (excluding debt).....	15,786,401	15,405,823
Current debt.....	7,848,284	7,943,963
Noncurrent debt.....	120,090,127	124,273,959
Total liabilities.....	151,536,439	156,220,377
Net position:		
Net investment in capital assets.....	75,572,798	75,916,986
Unrestricted.....	16,082,628	13,694,745
Total net position.....	\$ 91,655,426	\$ 89,611,731

	<u>2013</u>	<u>2012</u>
Program revenues:		
Charges for services.....	\$ 85,896,321	\$ 85,098,744
Capital grants and contributions.....	142,560	281,643
General Revenues:		
Unrestricted investment income.....	126,607	55,743
Total revenues.....	<u>86,165,488</u>	<u>85,436,130</u>
Expenses:		
Water and sewer.....	13,759,942	12,960,228
Golf Course.....	1,547,221	1,510,491
Electric Light.....	<u>66,409,996</u>	<u>70,895,924</u>
Total expenses.....	<u>81,717,159</u>	<u>85,366,643</u>
Excess before transfers.....	4,448,329	69,487
Transfers.....	<u>(2,404,634)</u>	<u>(2,289,778)</u>
Change in net position.....	2,043,695	(2,220,291)
Net position - beginning.....	<u>89,611,731</u>	<u>91,832,022</u>
Net position - ending.....	<u>\$ 91,655,426</u>	<u>\$ 89,611,731</u>

Financial Analysis of the Government's Funds

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

Governmental funds. The focus of *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing 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 the end of the current fiscal year, governmental funds reported combined ending fund balances of \$40.9 million, which represents an increase of \$1.2 million from the prior year. The general fund increased by \$3 million and the nonmajor funds decreased by \$1.8 million.

The general fund is the chief operating fund. At the end of the current fiscal year, unassigned fund balance of the general fund was \$17.9 million, while total fund balance was \$20 million. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 15.2% of total general fund expenditures, while total fund balance represents 17% of that same amount.

General fund revenues increased by \$7.6 million or approximately 6.8% over the previous year. These increases came mainly from real estate taxes and intergovernmental revenues related to education. Expenditures increased by \$6 million or approximately 5.3% from virtually all categories. The net change in fund balance for the year was an increase of \$3 million, which compared to an increase in the prior year of \$2.1 million.

Proprietary funds. The Town's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail. Factors concerning the finances of these funds have already been addressed in the discussion of the Town's business-type activities.

General Fund Budgetary Highlights

The Town of Braintree adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided as required supplementary information for the general fund to demonstrate compliance with this budget.

During fiscal year 2013, the Town Council also approved supplemental appropriations totaling approximately \$1.4 million. These supplemental appropriations mainly consisted of \$275,000 appropriated for fire suppression, \$237,000 appropriated for education, and \$597,000 was from the stabilization fund for snow and ice.

Actual revenues came in higher than budgeted by approximately \$2 million or 1.9%. The largest area of surplus was motor vehicle and other excise taxes of \$888,000 due to revenue coming in higher than the Town's conservative budget amount.

Actual expenditures and encumbrances came in \$1.7 million less than budgeted. All departments realized budget savings except for state and county assessments, which under state law, is allowed to deficit spend.

Capital Asset and Debt Administration

In conjunction with the operating budget, the Town annually prepares capital budgets for the upcoming fiscal year.

During fiscal year 2013, the Town expended \$7.1 million on governmental activities capital assets. The expenditures consisted mainly of roadway improvements and the purchase of various Town vehicles. The business type activities expended \$7 million during fiscal year 2013. This consisted mainly of \$3.4 million in the electric light plant and \$3.6 million for water mains in the water and sewer fund.

Outstanding long-term debt of the governmental activities, as of June 30, 2013, totaled \$22.9 million, of which \$12.3 million is related to public building construction, \$6.6 million relates to road construction, \$1.6 million relates to land acquisition, and \$2.4 million relates to other projects.

The enterprise fund has \$22.8 million in water and sewer enterprise debt and \$97.5 million in Electric Light debt that is fully supported by the rates and do not rely on a general fund subsidy.

During fiscal year 2013 the Town issued long-term bonds in the amounts of \$3.1 million for governmental funds, and \$3.3 million for the water and sewer enterprise fund.

Please refer to Notes 4, 6, 7, and 8 of the notes to the financial statements for further discussion of the major capital and debt activity, respectively.

Requests for Information

This financial report is designed to provide a general overview of the Town of Braintree's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Director of Municipal Finance, Town Hall, One JFK Memorial Drive, Braintree, Massachusetts 02184.

Basic Financial Statements

STATEMENT OF NET POSITION

JUNE 30, 2013

	<i>Primary Government</i>		
	Governmental Activities	Business-type Activities	Total
ASSETS			
CURRENT:			
Cash and cash equivalents.....	\$ 44,477,551	\$ 28,871,233	\$ 73,348,784
Investments.....	6,790,441	-	6,790,441
Receivables, net of allowance for uncollectibles:			
Real estate and personal property taxes.....	2,227,019	-	2,227,019
Tax liens.....	1,008,772	13,109	1,021,881
Motor vehicle and other excise taxes.....	791,891	-	791,891
User fees.....	-	10,013,084	10,013,084
Departmental and other.....	278,884	936,168	1,215,052
Intergovernmental.....	5,436,906	-	5,436,906
Tax foreclosures.....	78,281	-	78,281
Inventory.....	-	3,852,232	3,852,232
Working capital deposit.....	692,000	-	692,000
Prepaid expenses.....	-	418,989	418,989
Purchased power advanced deposits.....	-	1,451,607	1,451,607
Total current assets.....	61,781,745	45,556,422	107,338,167
NONCURRENT:			
Investment in Hydro Quebec.....	-	30,857	30,857
Investment in Energy New England.....	-	779,142	779,142
Other assets.....	-	135,036	135,036
Capital assets, non depreciable.....	17,049,796	2,498,618	19,548,414
Capital assets, net of accumulated depreciation.....	58,640,598	194,191,790	252,832,388
Total noncurrent assets.....	75,690,394	197,635,443	273,325,837
TOTAL ASSETS.....	137,472,139	243,191,865	380,664,004
LIABILITIES			
CURRENT:			
Warrants payable.....	1,736,520	5,580,945	7,317,465
Accrued payroll.....	4,960,162	40,437	5,000,599
Health claims payable.....	1,223,500	-	1,223,500
Tax refunds payable.....	402,000	-	402,000
Accrued interest.....	103,356	105,807	209,163
Participant advances and reserves.....	-	1,318,616	1,318,616
Other liabilities.....	9,095	5,477	14,572
Unearned revenue.....	790,156	332,055	1,122,211
Capital lease obligations.....	59,236	268,572	327,808
Compensated absences.....	1,766,969	377,697	2,144,666
Workers' compensation.....	299,577	50,593	350,170
Bonds payable.....	2,402,762	7,579,712	9,982,474
Total current liabilities.....	13,753,333	15,659,911	29,413,244
NONCURRENT:			
Capital lease obligations.....	89,968	274,098	364,066
Customer deposits payable.....	-	695,058	695,058
Compensated absences.....	1,654,670	72,828	1,727,498
Workers' compensation.....	346,268	71,997	418,265
Unearned revenue.....	-	9,352,270	9,352,270
Other postemployment benefits.....	50,382,080	5,594,248	55,976,328
Bonds payable.....	20,753,037	119,816,029	140,569,066
Total noncurrent liabilities.....	73,226,023	135,876,528	209,102,551
TOTAL LIABILITIES.....	86,979,356	151,536,439	238,515,795
NET POSITION			
Net investment in capital assets.....	54,067,678	75,572,798	129,640,476
Restricted for:			
Permanent funds:			
Expendable.....	7,502,688	-	7,502,688
Nonexpendable.....	2,564,886	-	2,564,886
Grants and gifts.....	4,094,587	-	4,094,587
Community preservation.....	5,324,612	-	5,324,612
Unrestricted.....	(23,061,668)	16,082,628	(6,979,040)
TOTAL NET POSITION.....	\$ 50,492,783	\$ 91,655,426	\$ 142,148,209

See notes to basic financial statements.

STATEMENT OF ACTIVITIES

FISCAL YEAR ENDED JUNE 30, 2013

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Primary Government:					
<i>Governmental Activities:</i>					
General government.....	\$ 6,793,916	\$ 757,713	\$ 487,688	\$ -	\$ (5,548,515)
Public safety.....	23,907,018	2,208,455	10,777	-	(21,687,786)
Education.....	91,537,391	2,287,988	33,468,623	138,522	(55,642,258)
Public works.....	6,903,790	627,466	170,154	2,703,068	(3,403,102)
Sanitation.....	1,614,505	1,401,085	-	-	(213,420)
Community preservation.....	133,513	-	-	304,619	171,106
Human services.....	1,269,546	33,119	607,013	-	(629,414)
Culture and recreation.....	3,856,790	377,596	56,419	-	(3,422,775)
Interest.....	594,798	-	-	-	(594,798)
Total Governmental Activities.....	136,611,267	7,693,422	34,800,674	3,146,209	(90,970,962)
<i>Business-Type Activities:</i>					
Water and Sewer.....	13,759,942	13,830,066	-	142,560	212,684
Golf course.....	1,547,221	1,347,448	-	-	(199,773)
Electric light.....	66,409,996	70,718,807	-	-	4,308,811
Total Business-Type Activities.....	81,717,159	85,896,321	-	142,560	4,321,722
Total Primary Government.....	\$ 218,328,426	\$ 93,589,743	\$ 34,800,674	\$ 3,288,769	\$ (86,649,240)

See notes to basic financial statements.

(Continued)

STATEMENT OF ACTIVITIES

FISCAL YEAR ENDED JUNE 30, 2013

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
Changes in net position:			
Net (expense) revenue from previous page.....	\$ (90,970,962)	\$ 4,321,722	\$ (86,649,240)
<i>General revenues:</i>			
Real estate and personal property taxes, net of tax refunds payable.....	74,746,576	-	74,746,576
Motor vehicle and other excise taxes.....	5,175,048	-	5,175,048
Hotel/motel tax.....	1,141,705	-	1,141,705
Community preservation tax.....	590,915	-	590,915
Penalties and interest on taxes.....	381,757	-	381,757
Payments in lieu of taxes.....	211,386	-	211,386
Grants and contributions not restricted to specific programs.....	4,885,456	-	4,885,456
Unrestricted investment income.....	243,114	126,607	369,721
Miscellaneous.....	42,380	-	42,380
<i>Transfers, net</i>	2,404,634	(2,404,634)	-
Total general revenues and transfers.....	89,822,971	(2,278,027)	87,544,944
Change in net position.....	(1,147,991)	2,043,695	895,704
<i>Net position:</i>			
Beginning of year.....	51,640,774	89,611,731	141,252,505
End of year.....	\$ <u>50,492,783</u>	\$ <u>91,655,426</u>	\$ <u>142,148,209</u>

See notes to basic financial statements.

(Concluded)

**GOVERNMENTAL FUNDS
BALANCE SHEET**

JUNE 30, 2013

ASSETS	<u>General</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
Cash and cash equivalents.....	\$ 26,242,259	\$ 14,059,251	\$ 40,301,510
Investments.....	317,176	6,473,265	6,790,441
Receivables, net of uncollectibles:			
Real estate and personal property taxes.....	2,227,019	-	2,227,019
Tax liens.....	1,008,772	-	1,008,772
Motor vehicle and other excise taxes.....	791,891	-	791,891
Departmental and other.....	99,451	3,765	103,216
Intergovernmental.....	157,790	5,279,116	5,436,906
Tax foreclosures.....	78,281	-	78,281
Due from other funds.....	330,637	-	330,637
TOTAL ASSETS.....	\$ 31,253,276	\$ 25,815,397	\$ 57,068,673
 LIABILITIES AND FUND BALANCES			
LIABILITIES:			
Warrants payable.....	\$ 1,362,808	\$ 113,126	\$ 1,475,934
Accrued payroll.....	4,945,697	14,465	4,960,162
Tax refunds payable.....	402,000	-	402,000
Deferred revenues.....	4,524,045	4,498,437	9,022,482
Due to other funds.....	-	330,637	330,637
Other liabilities.....	9,095	-	9,095
TOTAL LIABILITIES.....	11,243,645	4,956,665	16,200,310
 FUND BALANCES:			
Nonspendable.....	-	2,564,886	2,564,886
Restricted.....	-	18,293,846	18,293,846
Committed.....	988,955	-	988,955
Assigned.....	1,140,211	-	1,140,211
Unassigned.....	17,880,465	-	17,880,465
TOTAL FUND BALANCES.....	20,009,631	20,858,732	40,868,363
TOTAL LIABILITIES AND FUND BALANCES.....	\$ 31,253,276	\$ 25,815,397	\$ 57,068,673

See notes to basic financial statements.

**RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TOTAL FUND BALANCES TO THE STATEMENT OF NET POSITION**

JUNE 30, 2013

Total governmental fund balances.....		\$ 40,868,363
Capital assets (net) used in governmental activities are not financial resources and, therefore, are not reported in the funds.....		75,690,394
Accounts receivable are not available to pay for current-period expenditures and, therefore, are deferred in the funds.....		8,232,326
Internal service funds are used by management to account for retirees' health insurance and workers' compensation activities.		
The assets and liabilities of the internal service funds are included in the governmental activities in the statement of net position.....		3,559,623
In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.....		(103,356)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds:		
Bonds payable.....	(23,155,799)	
Other postemployment benefits.....	(50,382,080)	
Capital lease obligations.....	(149,204)	
Worker' compensation.....	(645,845)	
Compensated absences.....	(3,421,639)	
Net effect of reporting long-term liabilities.....		<u>(77,754,567)</u>
Net position of governmental activities.....		<u>\$ 50,492,783</u>

See notes to basic financial statements.

GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

FISCAL YEAR ENDED JUNE 30, 2013

	General	Nonmajor Governmental Funds	Total Governmental Funds
REVENUES:			
Real estate and personal property taxes, net of tax refunds.....	\$ 73,976,466	\$ -	\$ 73,976,466
Tax liens.....	45,681	-	45,681
Motor vehicle and other excise taxes.....	4,962,622	-	4,962,622
Hotel/motel tax.....	1,141,705	-	1,141,705
Penalties and interest on taxes.....	381,757	-	381,757
Payments in lieu of taxes.....	211,386	-	211,386
Intergovernmental.....	32,898,626	6,557,575	39,456,201
Departmental and other.....	4,887,569	3,320,496	8,208,065
Community preservation.....	-	592,836	592,836
Contributions.....	-	932,928	932,928
Investment income.....	194,264	125,448	319,712
Miscellaneous.....	-	42,380	42,380
TOTAL REVENUES.....	118,700,076	11,571,663	130,271,739
EXPENDITURES:			
Current:			
General government.....	3,831,620	743,687	4,575,307
Public safety.....	16,080,970	1,365,234	17,446,204
Education.....	53,666,066	9,784,646	63,450,712
Public works.....	4,338,108	3,578,209	7,916,317
Sanitation.....	1,607,190	-	1,607,190
Community development.....	-	325,972	325,972
Human services.....	754,621	141,641	896,262
Culture and recreation.....	2,413,192	805,812	3,219,004
Pension benefits-Town.....	5,255,971	-	5,255,971
Pension benefits-Teachers.....	13,272,469	-	13,272,469
Property and liability insurance.....	439,651	-	439,651
Employee benefits.....	9,551,401	-	9,551,401
State and county charges.....	3,567,251	-	3,567,251
Debt service:			
Principal.....	2,451,000	-	2,451,000
Interest.....	752,290	-	752,290
TOTAL EXPENDITURES.....	117,981,800	16,745,201	134,727,001
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....	718,276	(5,173,538)	(4,455,262)
OTHER FINANCING SOURCES (USES):			
Issuance of long-term debt.....	-	3,140,000	3,140,000
Premium from issuance of bonds.....	-	114,778	114,778
Transfers in.....	2,530,984	940,578	3,471,562
Transfers out.....	(228,000)	(838,928)	(1,066,928)
TOTAL OTHER FINANCING SOURCES (USES).....	2,302,984	3,356,428	5,659,412
NET CHANGE IN FUND BALANCES.....	3,021,260	(1,817,110)	1,204,150
FUND BALANCES AT BEGINNING OF YEAR.....	16,988,371	22,675,842	39,664,213
FUND BALANCES AT END OF YEAR.....	\$ 20,009,631	\$ 20,858,732	\$ 40,868,363

See notes to basic financial statements.

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES**

FISCAL YEAR ENDED JUNE 30, 2013

Net change in fund balances - total governmental funds.....	\$	1,204,150
<p>Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.</p>		
Capital outlay.....	7,149,019	
Depreciation expense.....	<u>(2,995,615)</u>	
Net effect of reporting capital assets.....		4,153,404
<p>Revenues in the Statement of Activities that do not provide current financial resources are fully deferred in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable (i.e., real estate and personal property, motor vehicle excise, etc.) differ between the two statements. This amount represents the net change in deferred revenue.....</p>		
		2,786,903
<p>The issuance of long-term debt (e.g., bonds and leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the Statement of Activities.</p>		
Principal payments on capital leases.....	63,388	
Proceeds from bonds and notes.....	(3,140,000)	
Debt service principal payments.....	<u>2,451,000</u>	
Net effect of reporting long-term debt.....		(625,612)
<p>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 the governmental funds.</p>		
Net change in compensated absences accrual.....	(111,867)	
Net change in accrued interest on long-term debt.....	(3,466)	
Net change in other postemployment benefits accrual.....	(8,380,374)	
Net change in workers' compensation accrual.....	(143,830)	
Net amortization of premium from issuance of bonds.....	<u>46,180</u>	
Net effect of recording long-term liabilities.....		(8,593,357)
<p>Internal service funds are used by management to account for health insurance and workers' compensation activities.</p>		
The net activity of internal service funds is reported with Governmental Activities.....		<u>(73,479)</u>
Change in net position of governmental activities.....	\$	<u><u>(1,147,991)</u></u>

See notes to basic financial statements.

PROPRIETARY FUNDS
STATEMENT OF NET POSITION

JUNE 30, 2013

	Business-type Activities - Enterprise Funds				Governmental Activities - Internal Service Fund
	Water and Sewer	Golf Course	Electric Light December 31, 2012	Total	
ASSETS					
CURRENT:					
Cash and cash equivalents.....	\$ 8,291,161	\$ 20,296	\$ 20,559,776	\$ 28,871,233	\$ 4,176,041
Receivables, net of allowance for uncollectibles:					
User fees.....	2,967,695	-	7,045,389	10,013,084	-
Water and sewer liens.....	13,109	-	-	13,109	-
Departmental and other.....	-	-	936,168	936,168	175,668
Inventory.....	-	56,787	3,795,445	3,852,232	-
Working capital deposit.....	-	-	-	-	692,000
Prepaid expenses.....	-	-	418,989	418,989	-
Purchased power advanced deposits.....	-	-	1,451,607	1,451,607	-
Total current assets.....	11,271,965	77,083	34,207,374	45,556,422	5,043,709
NONCURRENT:					
Investment in Hydro Quebec.....	-	-	30,857	30,857	-
Investment in Energy New England.....	-	-	779,142	779,142	-
Other assets.....	-	-	135,036	135,036	-
Capital assets, non depreciable.....	939,508	375,876	1,183,234	2,498,618	-
Capital assets, net of accumulated depreciation.....	44,916,981	571,296	148,703,513	194,191,790	-
Total noncurrent assets.....	45,856,489	947,172	150,831,782	197,635,443	-
TOTAL ASSETS.....	57,128,454	1,024,255	185,039,156	243,191,865	5,043,709
LIABILITIES					
CURRENT:					
Warrants payable.....	651,436	66,968	4,171,369	4,889,773	260,586
Accrued liabilities.....	-	-	691,172	691,172	-
Accrued payroll.....	23,996	16,441	-	40,437	-
Health claims payable.....	-	-	-	-	1,223,500
Accrued interest.....	105,807	-	-	105,807	-
Participant advances and reserves.....	-	-	1,318,616	1,318,616	-
Other liabilities.....	5,477	-	-	5,477	-
Unearned revenue.....	-	140,055	192,000	332,055	-
Capital lease obligations.....	-	-	268,572	268,572	-
Compensated absences.....	97,994	61,143	218,560	377,697	-
Workers' compensation.....	50,593	-	-	50,593	-
Bonds payable.....	2,406,242	-	5,173,470	7,579,712	-
Total current liabilities.....	3,341,545	284,607	12,033,759	15,659,911	1,484,086
NONCURRENT:					
Capital lease obligations.....	-	-	274,098	274,098	-
Customer deposits payable.....	-	2,150	692,908	695,058	-
Compensated absences.....	40,870	31,958	-	72,828	-
Workers' compensation.....	71,997	-	-	71,997	-
Unearned revenue.....	-	-	9,352,270	9,352,270	-
Other postemployment benefits.....	720,470	263,457	4,610,321	5,594,248	-
Bonds payable.....	21,182,799	-	98,633,230	119,816,029	-
Total noncurrent liabilities.....	22,016,136	297,565	113,562,827	135,876,528	-
TOTAL LIABILITIES.....	25,357,681	582,172	125,596,586	151,536,439	1,484,086
NET POSITION					
Net investment in capital assets.....	26,486,776	947,172	48,138,850	75,572,798	-
Unrestricted.....	5,283,997	(505,089)	11,303,720	16,082,628	3,559,623
TOTAL NET POSITION.....	\$ 31,770,773	\$ 442,083	\$ 59,442,570	\$ 91,655,426	\$ 3,559,623

See notes to basic financial statements.

PROPRIETARY FUNDS
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

FISCAL YEAR ENDED JUNE 30, 2013

	Business-type Activities - Enterprise Funds				Governmental Activities - Internal Service Fund
	Water and Sewer	Golf Course	Electric Light December 31, 2012	Total	
OPERATING REVENUES:					
Employee contributions	\$ -	\$ -	\$ -	\$ -	\$ 6,044,939
Employer contributions	-	-	-	-	9,082,852
Charges for services	13,823,989	1,347,448	-	15,171,437	-
Sales to ultimate customers.....	-	-	56,384,464	56,384,464	-
Sales for resale.....	-	-	12,605,128	12,605,128	-
Other operating revenues.....	-	-	1,729,215	1,729,215	-
Utility liens.....	6,077	-	-	6,077	-
TOTAL OPERATING REVENUES	13,830,066	1,347,448	70,718,807	85,896,321	15,127,791
OPERATING EXPENSES:					
Cost of services and administration	3,536,228	1,287,442	15,209,307	20,032,977	-
MWRA Assessment.....	7,597,309	-	-	7,597,309	-
Fuel for generation.....	-	-	3,410,218	3,410,218	-
Purchased power.....	-	-	27,852,573	27,852,573	-
Repairs and maintenance.....	309,715	201,404	7,799,938	8,311,057	-
Depreciation.....	1,545,037	58,375	7,996,846	9,600,258	-
Employee benefits	-	-	-	-	15,201,270
TOTAL OPERATING EXPENSES	12,988,289	1,547,221	62,268,882	76,804,392	15,201,270
OPERATING INCOME (LOSS).....	841,777	(199,773)	8,449,925	9,091,929	(73,479)
NONOPERATING REVENUES (EXPENSES):					
Investment income.....	2,683	-	123,924	126,607	-
Interest expense.....	(771,653)	-	(4,141,114)	(4,912,767)	-
TOTAL NONOPERATING REVENUES (EXPENSES), NET.....	(768,970)	-	(4,017,190)	(4,786,160)	-
INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS.....	72,807	(199,773)	4,432,735	4,305,769	(73,479)
CAPITAL CONTRIBUTIONS.....	142,560	-	-	142,560	-
TRANSFERS:					
Transfers out.....	(348,244)	(56,390)	(2,000,000)	(2,404,634)	-
CHANGE IN NET POSITION.....	(132,877)	(256,163)	2,432,735	2,043,695	(73,479)
NET POSITION AT BEGINNING OF YEAR.....	31,903,650	698,246	57,009,835	89,611,731	3,633,102
NET POSITION AT END OF YEAR.....	\$ 31,770,773	\$ 442,083	\$ 59,442,570	\$ 91,655,426	\$ 3,559,623

See notes to basic financial statements.

PROPRIETARY FUNDS
STATEMENT OF CASH FLOWS

FISCAL YEAR ENDED JUNE 30, 2013

	Business-type Activities - Enterprise Funds				Governmental Activities - Internal Service Fund
	Water and Sewer	Golf Course	Electric Light December 31, 2012	Total	
CASH FLOWS FROM OPERATING ACTIVITIES:					
Receipts from customers and users.....	\$ 13,947,789	\$ 1,311,147	\$ 69,306,378	\$ 84,565,314	\$ 6,044,939
Receipts from interfund services provided.....	-	-	-	-	9,082,852
Payments to vendors.....	(9,494,276)	(788,548)	(46,139,077)	(56,421,901)	-
Payments to employees.....	(1,306,061)	(575,807)	(9,709,440)	(11,591,308)	-
Payments for interfund services used.....	-	-	-	-	(14,711,252)
NET CASH FROM OPERATING ACTIVITIES.....	3,147,452	(53,208)	13,457,861	16,552,105	416,539
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:					
Transfers out.....	(348,244)	(56,390)	(2,000,000)	(2,404,634)	-
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:					
Proceeds from the issuance of bonds and notes.....	3,282,240	-	-	3,282,240	-
Capital contributions.....	142,560	-	-	142,560	-
Acquisition and construction of capital assets.....	(3,637,116)	(5,520)	(3,091,862)	(6,734,498)	-
Principal payments on bonds and notes.....	(2,324,846)	-	(4,410,000)	(6,734,846)	-
Principal payments on capital lease obligations.....	-	-	(235,194)	(235,194)	-
Interest expense.....	(832,179)	-	(4,899,584)	(5,731,763)	-
Participant advances and reserves.....	-	-	402,203	402,203	-
NET CASH FROM CAPITAL AND RELATED FINANCING ACTIVITIES.....	(3,369,341)	(5,520)	(12,234,437)	(15,609,298)	-
CASH FLOWS FROM INVESTING ACTIVITIES:					
Investment in Hydro Quebec.....	-	-	17,093	17,093	-
Investment in Energy New England.....	-	-	(97,599)	(97,599)	-
Investment income.....	2,683	-	123,924	126,607	-
NET CASH FROM INVESTING ACTIVITIES.....	2,683	-	43,418	46,101	-
NET CHANGE IN CASH AND CASH EQUIVALENTS.....	(567,450)	(115,118)	(733,158)	(1,415,726)	416,539
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR.....	8,858,611	135,414	21,292,934	30,286,959	3,759,502
CASH AND CASH EQUIVALENTS AT END OF YEAR.....	\$ 8,291,161	\$ 20,296	\$ 20,559,776	\$ 28,871,233	\$ 4,176,041
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FROM OPERATING ACTIVITIES:					
Operating income (loss).....	\$ 841,777	\$ (199,773)	\$ 8,449,925	\$ 9,091,929	\$ (73,479)
Adjustments to reconcile operating income to net cash from operating activities:					
Depreciation.....	1,545,037	58,375	7,996,846	9,600,258	-
Changes in assets and liabilities:					
Water and sewer liens.....	37,434	-	-	37,434	-
User fees.....	74,812	-	(450,666)	(375,854)	-
Departmental and other.....	-	-	(927,923)	(927,923)	80,471
Inventory.....	-	(30,811)	8,081	(22,730)	-
Working capital deposit.....	-	-	-	-	108,000
Prepaid expenses.....	-	-	106,684	106,684	-
Purchased power advance deposits.....	-	-	(150,113)	(150,113)	-
Warrants payable.....	394,213	51,455	(1,637,087)	(1,191,419)	253,047
Accrued liabilities.....	-	-	19,407	19,407	-
Accrued payroll.....	(920)	(2,777)	-	(3,697)	-
Health claims payable.....	-	-	-	-	48,500
Customer deposits payable.....	-	-	55,558	55,558	-
Other liabilities.....	5,477	-	-	5,477	-
Unearned revenues.....	-	(5,490)	(89,398)	(94,888)	-
Accrued compensated absences.....	4,277	675	(65,459)	(60,507)	-
Workers' compensation.....	122,590	-	-	122,590	-
Other postemployment benefits.....	122,755	75,138	142,006	339,899	-
Total adjustments.....	2,305,675	146,565	5,007,936	7,460,176	490,018
NET CASH FROM OPERATING ACTIVITIES.....	\$ 3,147,452	\$ (53,208)	\$ 13,457,861	\$ 16,552,105	\$ 416,539
NONCASH INVESTING, CAPITAL, AND FINANCING ACTIVITIES:					
Borrowing under capital leases.....	-	-	228,235	228,235	-
Acquisition of capital assets on account.....	169,707	-	-	169,707	-
NET NONCASH INVESTING, CAPITAL AND FINANCING ACTIVITIES.....	\$ 169,707	\$ -	\$ 228,235	\$ 397,942	\$ -

See notes to basic financial statements.

FIDUCIARY FUNDS
STATEMENT OF FIDUCIARY NET POSITION

JUNE 30, 2013

	Pension Trust Fund (as of December 31, 2012)	Other Postemployment Benefit Trust Fund	Private Purpose Trust Funds	Agency Funds
ASSETS				
Cash and cash equivalents.....	\$ 2,728,743	\$ 1,957,051	\$ 11,396	\$ 324,528
Investments:				
Equity mutual funds.....	-	-	621,353	-
Fixed income mutual funds.....	55,387,418	-	-	-
Domestic equity mutual funds.....	35,622,160	-	-	-
International equity mutual funds.....	19,088,862	-	-	-
Pension reserve investment trust.....	36,136,136	-	-	-
Receivables, net of allowance for uncollectibles:				
Departmental and other.....	163,694	-	-	-
Prepaid expenses.....	8,224	-	-	-
TOTAL ASSETS.....	149,135,237	1,957,051	632,749	324,528
LIABILITIES				
Warrants payable.....	59,793	-	-	-
Liabilities due depositors.....	-	-	-	324,528
TOTAL LIABILITIES.....	59,793	-	-	324,528
NET POSITION				
Held in trust for:				
Pension benefits.....	149,075,444	-	-	-
Other postemployment benefits.....	-	1,957,051	-	-
Other purposes.....	-	-	632,749	-
TOTAL NET POSITION.....	\$ 149,075,444	\$ 1,957,051	\$ 632,749	\$ -

See notes to basic financial statements.

FIDUCIARY FUNDS
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION

FISCAL YEAR ENDED JUNE 30, 2013

	Pension Trust Fund (as of December 31, 2012)	Other Postemployment Benefit Trust Fund	Private Purpose Trust Funds
ADDITIONS:			
Contributions:			
Employer.....	\$ 7,691,487	\$ 1,039,758	\$ -
Plan members.....	3,786,903	-	-
Private donations.....	-	-	502,380
Total contributions.....	<u>11,478,390</u>	<u>1,039,758</u>	<u>502,380</u>
Net investment income:			
Net change in fair value of investments.....	13,818,203	-	(14,527)
Interest.....	1,056,904	3,176	-
Dividends.....	2,010,493	-	-
Total investment income (loss).....	16,885,600	3,176	(14,527)
Less: investment expense.....	<u>(692,503)</u>	<u>-</u>	<u>-</u>
Net investment income (loss).....	<u>16,193,097</u>	<u>3,176</u>	<u>(14,527)</u>
Intergovernmental.....	292,666	-	-
Transfers from other systems.....	369,825	-	-
TOTAL ADDITIONS.....	<u>28,333,978</u>	<u>1,042,934</u>	<u>487,853</u>
DEDUCTIONS:			
Administration.....	265,492	-	-
Transfers to other systems.....	583,187	-	-
Retirement benefits and refunds.....	13,706,289	-	-
Educational scholarships.....	-	-	11,345
TOTAL DEDUCTIONS.....	<u>14,554,968</u>	<u>-</u>	<u>11,345</u>
CHANGE IN NET POSITION.....	13,779,010	1,042,934	476,508
NET POSITION AT BEGINNING OF YEAR.....	<u>135,296,434</u>	<u>914,117</u>	<u>156,241</u>
NET POSITION AT END OF YEAR.....	<u>\$ 149,075,444</u>	<u>\$ 1,957,051</u>	<u>\$ 632,749</u>

See notes to basic financial statements.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

A. Reporting Entity

The Town is a municipal corporation that is governed by an elected Mayor. A nine-member Town Council, 3 members elected at large and 6 district members, serves as a representative legislature.

For financial reporting purposes, the Town has included all funds, organizations, agencies, boards, commissions and institutions. The Town has also considered all potential component units for which it is financially accountable as well as other organizations for which the nature and significance of their relationship with the Town are such that exclusion would cause the basic financial statements to be misleading or incomplete. As required by GAAP, these basic financial statements present the Town (the primary government) and its component units. One entity has been included as a component unit in the reporting entity, because of the significance of its operational and/or financial relationship.

Component Unit Presented as a Fiduciary Fund – The following component unit is presented as a Fiduciary Fund of the primary government due to the nature and significance of the relationship between the Town and the component unit.

In the Fiduciary Funds:

- (1) The Braintree Contributory Retirement System (the System) was established to provide retirement benefits to Town employees, Braintree Housing Authority employees, and their beneficiaries. The System is governed by a five-member board comprised of two elected members, (nominees must be active or retired members), two appointed members by the Executive Authority, and the fifth member shall be an independent member appointed by the other four members.

Availability of Financial Information for Component Units, the Electric Light Department and Joint Ventures

The System did not issue a separate audited financial statement. The System issues a publicly available unaudited financial report in accordance with guidelines established by the Commonwealth of Massachusetts' (Commonwealth) Public Employee Retirement Administration Commission (PERAC). That report may be obtained by contacting the System located at 74 Pond Street, Braintree, Massachusetts, 02184.

In accordance with Massachusetts General Laws, Chapter 164, the Braintree Electric Light Department (the BELD) was established to generate and distribute electricity for municipal and residential use within the Town. The BELD is governed by an elected three-member board and is operated by a manager appointed by the BELD's elected board. The manager has charge of BELD's operations and is subject to the direction and control of the Braintree Municipal Light Board. It is not a separate legal entity and therefore the condensed financial statements of the BELD are reported as an enterprise fund. A complete audited financial statement for the BELD, for the year ended December 31, 2012, can be obtained directly from their administrative office located at 150 Potter Road, Braintree, Massachusetts, 02184.

Joint Venture – The Town is a member of the Blue Hills Regional Technical School that provides educational services to nine area communities. This joint venture assesses each community its share of operating and debt service costs based on student population and other factors. In fiscal year 2013, Braintree’s share of the operating and debt expenses was \$1,801,174. There is no equity interest reported in these financial statements. Complete audited financial statements can be obtained directly from the District’s administrative office located at 800 Randolph Street, Canton, Massachusetts, 02021.

B. Government-Wide and Fund Financial Statements

Government-Wide Financial Statements

The government-wide financial statements (i.e., statement of net position and the statement of changes in net position) report information on all of the non-fiduciary activities of the primary government and its component units.

Governmental activities, which are primarily supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which are supported primarily by user fees and charges.

Fund Financial Statements

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though fiduciary funds are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Nonmajor funds are aggregated and displayed in a single column.

Major Fund Criteria

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

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

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

Internal service funds and fiduciary funds are reported by fund type.

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

Government-Wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred. Real estate and personal property taxes are recognized as revenues in the fiscal year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The statement of activities demonstrates the degree to which the direct expenses of a particular function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include the following:

- Charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment.
- Grants and contributions that are restricted to meeting the operational requirements of a particular function or segment.
- Grants and contributions that are restricted to meeting the capital requirements of a particular function or segment.

Taxes and other items not identifiable as program revenues are reported as general revenues.

For the most part, the effect of interfund activity has been removed from the government-wide financial statements. However, the effect of interfund services provided and used between functions is not eliminated as the elimination of these charges would distort the direct costs and program revenues reported for the functions affected.

Fund Financial Statements

Governmental fund financial statements are reported using the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences, claims and judgments which are recognized when the obligations are expected to be liquidated with current expendable available resources.

Real estate and personal property tax revenues are considered available if they are collected within 60 days after fiscal year-end. Investment income is susceptible to accrual. Other receipts and tax revenues become measurable and available when the cash is received and are recognized as revenue at that time.

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

The following major governmental fund is reported:

The *general fund* is the primary operating fund. It is used to account for all financial resources, except those that are required to be accounted for in another fund. Included within the general fund is a stabilization fund. The balance in the stabilization fund decreased from \$1,698,000 in 2012 to \$973,000 in 2013. The stabilization fund balance can be used for general and/or capital purposes upon Town Council and the Mayor's approval.

The nonmajor governmental funds consist of other special revenue, capital projects and permanent funds that are aggregated and presented in the *nonmajor governmental funds* column on the governmental funds financial statements. The following describes the general use of these fund types:

The *special revenue fund* is used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than permanent funds or capital projects.

The *capital projects fund* is used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets of the governmental funds.

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

Proprietary fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary funds principal ongoing operations. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

The following major proprietary funds are reported:

The *water and sewer enterprise fund* was jointly established in 1984 pursuant to an act establishing the water and sewer commission. It is used to account for water and sewer activities.

The *golf course enterprise fund* is used to account for the operations of the municipal golf course.

The *electric light enterprise fund* is used to account for electric light activities.

Additionally, the following proprietary fund type is reported:

The *internal service fund* is used to account for the financing of services provided by one department to other departments or governmental units. This fund is used to account for risk financing activities related to health insurance.

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

The following fiduciary fund types are reported:

The *pension trust fund* is used to account for the activities of the Braintree Contributory Retirement System, which accumulates resources to provide pension benefits to eligible retirees and their beneficiaries.

The *other postemployment benefit trust fund* is used to accumulate resources to provide funding for future other postemployment benefits liabilities.

The *private-purpose trust fund* is used to account for trust arrangements that exclusively benefit individuals, private organizations, or other governments. Some of these trust funds have donor restrictions and trustee policies that do not allow the endowment portion and any unrealized appreciation to be spent. These restrictions and trustee policies only allows the trustees to approve spending of the realized investment earnings. The Town's educational scholarships are accounted for in this fund.

The *agency fund* is used to account for assets held in a purely custodial capacity. The Town's agency fund mainly consists of off-duty work details, performance bonds, and fees collected on behalf of other governments. Agency funds apply the accrual basis of accounting but do not have a measurement focus.

D. Cash and Investments

Government-Wide and Fund Financial Statements

Cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with an original maturity of three months or less from the date of acquisition.

Investments are carried at fair value. The fair values were determined by the closing price for those securities traded on national stock exchanges and at the average bid-and-asked quotation for those securities traded in the over-the-counter market.

E. Accounts Receivable

Government-Wide and Fund Financial Statements

The recognition of revenue related to accounts receivable reported in the government-wide financial statements and proprietary and fiduciary funds financial statements are reported under the accrual basis of accounting. The recognition of revenue related to accounts receivable reported in the governmental funds financial statements are reported under the modified accrual basis of accounting.

Real Estate, Personal Property Taxes and Tax Liens

Real estate and personal property taxes are levied and based on values assessed on January 1st of every year. Assessed values are established by the Board of Assessor's for 100% of the estimated fair market value. Taxes are due on August 1st, November 1st, February 1st and May 1st and are subject to penalties and interest if they are not paid by the respective due date. Real estate and personal property taxes levied are recorded as receivables in the fiscal year of the levy.

Tax liens are imposed three years after the original tax is considered delinquent and are processed subsequent to July 1st every year.

Real estate receivables are secured via the tax lien process and are considered 100% collectible. Accordingly, an allowance for uncollectibles is not reported.

Personal property taxes cannot be secured through the lien process. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

Motor Vehicle and Other Excise Taxes

Motor vehicle excise taxes are assessed annually for each vehicle registered in the Town and are recorded as receivables in the fiscal year of the levy. The Commonwealth is responsible for reporting the number of vehicles registered and the fair values of those vehicles. The tax calculation is the fair value of the vehicle multiplied by \$25 per \$1,000 of value. Boat excise taxes are assessed annually for each boat registered and are recorded as receivables in the fiscal year of the levy. The Commonwealth is responsible for reporting the number of boats registered and the fair value of those boats. The tax calculation is the fair value of the boat multiplied by \$10 per \$1,000 of value.

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

Room Occupancy Tax

The Town levies 6% of the cost of renting hotel, motel, lodging house and bed and breakfast rooms in accordance with Massachusetts General Law, Chapter 64G, Section 3A. The tax is paid by the operator of each establishment to the State Commissioner of Revenue, who in turn pays the tax back to the Town in quarterly distributions. The room occupancy tax receivable is categorized as an intergovernmental receivable.

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

Meals Tax

The Town levies 0.75% for the sale of restaurant meals in accordance with Massachusetts General Law, Chapter 64L, Section 2. The tax is paid by the operator of each establishment to the State Commissioner of Revenue, who in turn pays the tax back to the Town in quarterly distributions. The meals tax receivable is categorized as an intergovernmental receivable.

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

Trash

Trash fees have been levied on an annual basis for each residential property that utilizes the collection service. Each per living unit is billed annually by the Public Works Department for all residents not choosing one of the several opt-out methods. The collection service includes weekly curbside collection.

Since the receivables can be secured via the lien process, these accounts are considered 100% collectible and therefore do not report an allowance for uncollectibles.

Water and Sewer and Electric Light Department

User fees are levied monthly based on individual meter readings and are subject to penalties and interest if they are not paid by the respective due date. Water and sewer liens are processed in December of every year and included as a lien on the property owner's tax bill. Water and sewer charges and related liens are recorded as receivables in the fiscal year of the levy.

Since the receivables are secured via the lien process, these accounts are considered 100% collectible and therefore do not report an allowance for uncollectibles.

Departmental and Other

Departmental and other receivables consist primarily of parking fines and other receivables of the BELD and are recorded as receivables in the fiscal year accrued. The allowance for uncollectibles is estimated based on historical trends and specific account analysis.

Intergovernmental

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

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

F. Inventories

Government-Wide and Fund Financial Statements

Inventories of the governmental funds and the water and sewer enterprise fund are recorded as expenditures/expenses at the time of purchase. Such inventories are not material in total to the basic financial statements, and therefore are not reported.

Inventories of the golf course and BELD enterprise funds are stated at the lower of cost or market. Cost for materials and supplies inventories are determined by the first-in, first-out method.

G. Capital Assets

Government-Wide and Proprietary Fund Financial Statements

Capital assets, which include land, land improvements, buildings, machinery and equipment, and infrastructure (e.g., roads, water mains, sewer mains, and similar items), are reported in the applicable governmental or business-type activities column of the government-wide financial statements, and the proprietary fund financial statements. Capital assets are recorded at historical cost, or at estimated historical cost, if actual historical cost is not available. Donated capital assets are recorded at the estimated fair market value at the date of donation. Except for the capital assets of the governmental activities column in the government-wide financial statements, construction period interest is capitalized on constructed capital assets.

All purchases and construction costs in excess of \$5,000 are capitalized at the date of acquisition or construction, respectively, with expected useful lives of greater than one year.

Capital assets (excluding land) are depreciated on a straight-line basis. The estimated useful lives of capital assets being depreciated are as follows:

<u>Capital Asset Type</u>	<u>Estimated Useful Life (in years)</u>
Land improvements.....	10 - 30
Plant in service.....	30 - 40
Buildings.....	40
Machinery and equipment.....	5 - 15
Infrastructure.....	20 - 50

The statutory provision for depreciation of a utility plant is computed on the straight-line method at 3 percent of the cost of plant in service at the beginning of the year, exclusive of land and land rights. Massachusetts law stipulates that the Electric Department may change from the statutory depreciation rate only with the approval of the Massachusetts Department of Public Utilities. The Department has consistently used an overall depreciation rate of approximately 3.5%, which approximates GAAP.

The cost of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized and are treated as expenses when incurred. Improvements are capitalized.

Governmental Fund Financial Statements

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

H. Deferred Outflows/Inflows of Resources*Government-Wide Financial Statements (Net Position)*

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

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The Town did not have any items that qualify for reporting in this category.

I. Interfund Receivables and Payables

During the course of its operations, transactions occur between and within individual funds that may result in amounts owed between funds.

Government-Wide Financial Statements

Transactions of a buyer/seller nature between and within governmental funds and internal service funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of net position as "internal balances".

Fund Financial Statements

Transactions of a buyer/seller nature between and within funds are *not* eliminated from the individual fund statements. Receivables and payables resulting from these transactions are classified as "Due from other funds" or "Due to other funds" on the balance sheet.

J. Interfund Transfers

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

Government-Wide Financial Statements

Transfers between and within governmental funds and internal service funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of activities as "Transfers, net".

Fund Financial Statements

Transfers between and within funds are *not* eliminated from the individual fund statements and are reported as transfers in and transfers out.

K. Deferred and Unearned Revenue

Deferred revenue at the governmental fund financial statement level represents billed receivables that do not meet the available criterion in accordance with the current financial resources measurement focus and the modified accrual basis of accounting. Deferred revenue is recognized as revenue in the conversion to the government-wide (full accrual) financial statements.

Unearned revenue at the government-wide and fund financial statement level represents resources that have been received, but not yet earned.

L. Net Position and Fund Equity*Government-Wide Financial Statements (Net Position)*

Net position reported as “net investment in capital assets” includes capital assets, net of accumulated depreciation, less the principal balance of outstanding debt used to acquire capital assets. Unspent proceeds of capital related debt are not considered to be capital assets.

Net position is reported as restricted when amounts that are not available for appropriation or are legally restricted by outside parties for a specific future use.

Net position has been “restricted for” the following:

“Permanent funds - expendable” represents amounts of realized and unrealized investment earnings of donor restricted trusts. The restrictions and trustee policies only allows the trustees to approve spending of the realized investment earnings.

“Permanent funds - nonexpendable” represents the endowment portion of donor restricted trusts.

“Grants and gifts” represents amounts held for school and other Town grants, and for gift funds.

“Community preservation” represents amounts held for uses restricted by law for community preservation purposes.

Sometimes the Town will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Town’s policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

Fund Financial Statements (Fund Balances)

Governmental fund equity is classified as fund balance. Fund balance is further classified as follows:

“Nonspendable” fund balance includes amounts that cannot be spent because they are either not in spendable form or they are legally or contractually required to be maintained intact.

“Restricted” fund balance includes amounts subject to constraints placed on the use of resources that are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or that are imposed by law through constitutional provisions or enabling legislation.

“Committed” fund balance includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government’s highest level of decision-making authority. The Mayor and Town Council are the highest level of decision making authority that can commit funds for a specific purpose. Once voted, the limitation imposed by the vote remains in place until the funds are used for their intended purpose or a vote is taken to rescind the commitment.

“Assigned” fund balance includes amounts that are constrained by the Town’s intent to be used for specific purposes, but are neither restricted nor committed. The Town’s by-laws authorize the Town Accountant to assign fund balance. Assignments generally only exist temporarily. Additional action does not have to be taken for the removal of an assignment.

“Unassigned” fund balance includes the residual classification for the general fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the general fund.

The Town’s spending policy is to spend restricted fund balance first, followed by committed, assigned and unassigned fund balance. Most governmental funds are designated for one purpose at the time of their creation. Therefore, any expenditure from the fund will be allocated to the applicable fund balance classifications in the order of the aforementioned spending policy. The general fund and certain other funds may have more than one purpose.

M. Long-term debt

Government-Wide and Proprietary Fund Financial Statements

Long-term debt is reported as liabilities in the government-wide and proprietary fund statement of net position. Material bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

Governmental Fund Financial Statements

The face amount of governmental funds long-term debt is reported as other financing sources. Bond premiums and discounts, as well as issuance costs, are recognized in the current period. Bond premiums are reported as other financing sources and bond discounts are reported as other financing uses. Issuance costs, whether or not withheld from the actual bond proceeds received, are reported as general government expenditures.

N. Investment Income

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

Investment income from proprietary funds is maintained in those funds.

O. Compensated Absences

Employees are granted vacation and sick leave in varying amounts based on collective bargaining agreements, state laws and executive policies.

Government-Wide and Proprietary Fund Financial Statements

Vested or accumulated vacation and sick leave are reported as liabilities and expensed as incurred.

Governmental Fund Financial Statements

Compensated absences are reported in the governmental funds only if they have matured as a result of employee resignations or retirements. Vested or accumulated vacation and sick leave, which will be liquidated with expendable available financial resources, are reported as expenditures and fund liabilities upon maturity of the liability.

P. Use of Estimates*Government-Wide and Fund Financial Statements*

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

Q. Total Column*Government-Wide Financial Statements*

The total column presented on the government-wide financial statements represents consolidated financial information.

Fund Financial Statements

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

NOTE 2 – CASH AND INVESTMENTS

A cash and investment pool is maintained that is available for use by all funds. Each fund type's portion of this pool is displayed on the balance sheet as "Cash and cash equivalents." The deposits and investments of the trust funds are held separately from those of other funds.

Statutes authorize the investment in obligations of the U.S. Treasury, agencies, and instrumentalities, certificates of deposit, repurchase agreements, money market accounts, bank deposits and the State Treasurer's Investment Pool (the Pool). The Treasurer may also invest trust funds in securities, other than mortgages or collateral loans, which are legal for the investment of funds of savings banks under the laws of the Commonwealth.

The Pool meets the criteria of an external investment pool. The Pool is administered by the Massachusetts Municipal Depository Trust (MMDT), which was established by the Treasurer of the Commonwealth who serves as Trustee. The fair value of the position in the Pool is the same as the value of the Pool shares.

The Retirement System participates, as a Participating member, in the Pension Reserves Investment Trust (PRIT), which meets the criteria of an external investment pool. PRIT is administered by the Pension Reserves

Investment Management Board, which was established by the Treasurer of the Commonwealth of Massachusetts who serves as trustee. The fair value of the position in the PRIT is the same as the value of the PRIT shares.

The PRIT fund, as a pool, invests in various products including, but not limited to, money market mutual funds, equities, pooled foreign and domestic fixed income and equity funds, United States government sponsored enterprises and Treasury notes, real estate, and commodities. The underlying components of PRIT's fixed income portfolio had an effective weighted duration rate ranging from 0.08 to 10.37 years.

Custodial Credit Risk – Deposits

In the case of deposits, this is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. The Town does not have a deposit policy for custodial risk. At fiscal year-end, the carrying amount of deposits totaled \$28,785,630, and the bank balances totaled \$33,194,927. Of the bank balance, \$1,985,297 was covered by Federal Depository Insurance, \$14,644,932 was covered by the Depositors Insurance Fund, and \$16,564,698 was exposed to custodial credit risk because it was uninsured and uncollateralized.

The Braintree Retirement System limits its custodial credit risk by utilizing an institutional custodial bank, currently State Street Bank, to custody all separately held securities which are registered under a nominee name that is specific to the System. Assets held in commingled fund accounts are also held in a similar fashion, with individual fund securities held in the fund's name at their custodian bank. A small percentage of the System's assets (typically less than 5%) may be held from time to time in commingled cash equivalent vehicles where the assets are subject to counterparty risk. At December 31, 2012, the carrying amount of deposits for the System totaled \$2,654,697 and the bank balance totaled \$2,749,711. The bank balance was fully covered by Federal Depository Insurance.

Custodial Credit Risk – Investments

For an investment, this is the risk that, in the event of a failure by the counterparty, the Town will not be able to recover the value of its investments or collateral security that are in the possession of an outside party. The Town has custodial credit risk exposure relating to its \$232,237 investment in Government Sponsored Enterprises because the securities are uninsured, unregistered, and held by the counterparty. The Town does not have an investment policy for custodial credit risk.

The Retirement System investments are not subjected to custodial credit risk as all of the securities are insured or registered, and held by its agents in the name of the Town of Braintree.

Investments

As of June 30, 2013, the Town had the following investments and maturities:

<u>Investment Type</u>	<u>Fair Value</u>	<u>Investment Maturities</u>		
		<u>Under 1 Year</u>	<u>1-5 Years</u>	<u>6-10 Years</u>
<u>Debt Securities:</u>				
Government Sponsored Enterprises.....	\$ 232,237	\$ <u>50,343</u>	\$ <u>128,129</u>	\$ <u>53,765</u>
<u>Other Investments:</u>				
Equity Mutual Funds.....	319,027			
Money Market Mutual Funds.....	16,699,649			
MMDT Short-Term Bond Funds.....	6,860,530			
MMDT Cash Portfolio.....	<u>30,156,480</u>			
Total Investments.....	\$ <u>54,267,923</u>			

The Town participates in MMDT, which maintains a cash portfolio and a short-term bond fund with average maturities of approximately 31 to 54 days and a weighted average maturity of 3 years, respectively. The Town's investments in MMDT are unrated.

As of December 31, 2012, the System had the following investments:

<u>Investment Type</u>	<u>Fair Value</u>	<u>Investment Maturities</u>	
		<u>6-10 Years</u>	<u>Over 10 Years</u>
<u>Debt Securities:</u>			
Fixed Income Mutual Funds.....	\$ 55,387,418	\$ <u>16,816,370</u>	\$ <u>38,571,048</u>
<u>Other Investments:</u>			
Domestic Equity Mutual Fund.....	35,622,160		
International Equity Mutual Fund.....	19,088,862		
Money Market Mutual Fund.....	74,046		
Pension Reserve Investment Trust (PRIT)...	<u>36,136,136</u>		
Total Investments.....	\$ <u>146,308,622</u>		

Interest Rate Risk

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

All of the Braintree Retirement System’s fixed income assets are held in professionally managed, institutional commingled funds. The System limits its effective exposure to interest rate risk by benchmarking its commingled fixed income investment accounts to an intermediate duration benchmark (Barclays) with duration of 4-5 years.

Credit Risk

The Town has not adopted a formal policy related to Credit Risk.

The Town’s investments in Government Sponsored Enterprises are rated AAA.

The remaining System investments are rated as follows by Moody’s Investor’s Service:

<u>Rated Debt Investments</u>	<u>Fair Value</u>	<u>Quality Ratings</u>	
		<u>AA2</u>	<u>A1</u>
Fixed Income Mutual Funds.....	\$ 55,387,418	\$ 16,816,370	\$ 38,571,048

The Retirement System controls and limits its exposure to credit risk by investing in well diversified, commingled fixed income funds that are both passively and actively managed by the Barclays Aggregate Index, which represents the overall U.S. investment-grade bond market. In the case of the actively managed fixed income fund, investments in below-investment grade securities are permitted, up to a maximum position of 10% of that individual commingled fund's assets, which would represent approximately 2% of the Braintree Retirement System's total assets.

Concentration of Credit Risk

The Town places no limit on the amount the Town may invest in any one issuer. No investments with any one issuer exceeded 5% of the total investments of the Town.

NOTE 3 – RECEIVABLES

At June 30, 2013, receivables for the individual major and nonmajor governmental funds and internal service funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

<u>Receivables:</u>	<u>Gross Amount</u>	<u>Allowance for Uncollectibles</u>	<u>Net Amount</u>
Real estate and personal property taxes.....	\$ 2,359,753	\$ (132,734)	\$ 2,227,019
Tax liens.....	1,008,772	-	1,008,772
Motor vehicle and other excise taxes.....	1,440,115	(648,224)	791,891
Departmental and other.....	165,686	(62,470)	103,216
Intergovernmental.....	5,436,906	-	5,436,906
Total.....	\$ 10,411,232	\$ (843,428)	\$ 9,567,804

At June 30, 2013, receivables for the proprietary funds consist of the following:

	Gross Amount	Allowance for Uncollectibles	Net Amount
<u>Receivables:</u>			
<i>Water and Sewer</i>			
Tax liens.....	\$ 13,109	\$ -	\$ 13,109
User fees.....	2,967,695	-	2,967,695
<i>Electric Light</i>			
User fees.....	7,200,989	(155,600)	7,045,389
Departmental and other.....	936,168	-	936,168
<i>Internal Service</i>			
Departmental and other.....	175,668	-	175,668
Total.....	<u>\$ 11,293,629</u>	<u>\$ (155,600)</u>	<u>\$ 11,138,029</u>

At December 31, 2012 the Pension Trust Fund had departmental and other receivables totaling \$163,694.

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

	General Fund	Nonmajor Governmental Funds	Total
<u>Receivables and other asset types:</u>			
Real estate and personal property taxes.....	\$ 1,734,512	\$ -	\$ 1,734,512
Tax liens.....	1,008,772	-	1,008,772
Motor vehicle and other excise taxes.....	638,983	-	638,983
Departmental and other.....	905,707	3,765	909,472
Intergovernmental.....	157,790	4,494,672	4,652,462
Tax foreclosures.....	78,281	-	78,281
Total.....	<u>\$ 4,524,045</u>	<u>\$ 4,498,437</u>	<u>\$ 9,022,482</u>

Departmental and other deferred revenues include approximately \$790,000 of fiscal year 2013 trash fees that were collected in advance. These amounts are reported as *unearned revenue* on the Governmental Activities Statement of Net Position.

The golf course and electric light enterprise funds defer revenue for amounts that have been received in advance of being earned. These amounts are reported as *unearned revenue* on the Proprietary Statement of Net Position and total \$140,055 and \$9,544,270, respectively.

NOTE 4 – CAPITAL ASSETS

Capital asset activity for the fiscal year ended June 30, 2013, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities:				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 14,794,468	\$ -	\$ -	\$ 14,794,468
Construction in progress.....	-	2,255,328	-	2,255,328
Total capital assets not being depreciated.....	<u>14,794,468</u>	<u>2,255,328</u>	<u>-</u>	<u>17,049,796</u>
<u>Capital assets being depreciated:</u>				
Land improvements.....	10,470,136	-	-	10,470,136
Buildings.....	45,407,195	526,390	(144,508)	45,789,077
Machinery and equipment.....	15,027,296	1,721,168	-	16,748,464
Infrastructure.....	58,391,046	2,646,133	-	61,037,179
Total capital assets being depreciated.....	<u>129,295,673</u>	<u>4,893,691</u>	<u>(144,508)</u>	<u>134,044,856</u>
<u>Less accumulated depreciation for:</u>				
Land improvements.....	(7,252,091)	(200,883)	-	(7,452,974)
Buildings.....	(28,761,624)	(867,554)	144,508	(29,484,670)
Machinery and equipment.....	(12,741,074)	(664,424)	-	(13,405,498)
Infrastructure.....	(23,798,362)	(1,262,754)	-	(25,061,116)
Total accumulated depreciation.....	<u>(72,553,151)</u>	<u>(2,995,615)</u>	<u>144,508</u>	<u>(75,404,258)</u>
Total capital assets being depreciated, net.....	<u>56,742,522</u>	<u>1,898,076</u>	<u>-</u>	<u>58,640,598</u>
Total governmental activities capital assets, net.....	<u>\$ 71,536,990</u>	<u>\$ 4,153,404</u>	<u>\$ -</u>	<u>\$ 75,690,394</u>

	Beginning Balance	Increases	Decreases	Ending Balance
Business-Type Activities:				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 2,498,618	\$ -	\$ -	\$ 2,498,618
Construction in progress.....	673,184	-	(673,184)	-
Total capital assets not being depreciated.....	3,171,802	-	(673,184)	2,498,618
<u>Capital assets being depreciated:</u>				
Land improvements.....	1,121,473	-	-	1,121,473
Plant in service.....	234,424,954	4,027,586	(540,311)	237,912,229
Buildings.....	1,492,692	-	-	1,492,692
Machinery and equipment.....	3,002,790	184,786	-	3,187,576
Infrastructure.....	69,118,609	3,457,850	-	72,576,459
Total capital assets being depreciated.....	309,160,518	7,670,222	(540,311)	316,290,429
<u>Less accumulated depreciation for:</u>				
Land improvements.....	(691,351)	(24,229)	-	(715,580)
Plant in service.....	(81,711,813)	(7,996,846)	499,943	(89,208,716)
Buildings.....	(1,039,254)	(26,413)	-	(1,065,667)
Machinery and equipment.....	(2,773,343)	(86,244)	-	(2,859,587)
Infrastructure.....	(26,782,563)	(1,466,526)	-	(28,249,089)
Total accumulated depreciation.....	(112,998,324)	(9,600,258)	499,943	(122,098,639)
Total capital assets being depreciated, net.....	196,162,194	(1,930,036)	(40,368)	194,191,790
Total business-type activities capital assets, net.....	\$ 199,333,996	\$ (1,930,036)	\$ (713,552)	\$ 196,690,408

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental Activities:	
General government.....	\$ 266,388
Public safety.....	484,518
Education.....	499,707
Public works.....	1,352,802
Human services.....	14,676
Culture and recreation.....	339,160
Community development.....	38,364
Total depreciation expense - governmental activities.....	\$ 2,995,615
Business-Type Activities:	
Water and Sewer.....	\$ 1,545,037
Golf.....	58,375
Electric light.....	7,996,846
Total depreciation expense - business-type activities.....	\$ 9,600,258

NOTE 5 – INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS

As of June 30, 2013, the Town has an interfund receivable/payable totaling \$330,637 of which \$43,324 exists between the general fund and school lunch fund and \$287,313 exists between the general fund and highway improvements fund. The purpose of this balance is to cover short-term cash needs that will be funded by future grant proceeds.

Interfund transfers for the fiscal year ended June 30, 2013, are summarized as follows:

Transfers Out:	Transfers In:		
	General Fund	Nonmajor Governmental Funds	Total
General Fund.....	\$ -	\$ 228,000	\$ 228,000 (1)
Nonmajor Governmental Funds.....	126,350	712,578	838,928 (2)
Water and Sewer Enterprise Fund.....	348,244	-	348,244 (3)
Golf Course Enterprise Fund.....	56,390	-	56,390 (3)
Electric Light Enterprise Fund.....	2,000,000	-	2,000,000 (4)
Total.....	\$ 2,530,984	\$ 940,578	\$ 3,471,562

- (1) Represents transfers from the stabilization fund to the nonmajor special revenue fund and the nonmajor capital project fund
- (2) Represents budgeted transfers to the general fund from various nonmajor special revenue funds. Also represents transfers within the nonmajor governmental funds.
- (3) Represents budgeted transfers from water and sewer and golf enterprise funds to the general fund for administration.
- (4) Represents the Payment in Lieu of Tax payment from the Braintree Electric Light Department.

NOTE 6 – LEASES

Capital Leases

The Town has entered into lease agreements to finance the acquisition of two fire trucks, three police vehicles and certain heavy equipment for the highway and parks departments. The lease agreements qualify as capital leases for accounting purposes and, therefore, have been recorded at the present value of their future minimum lease payments as of the inception date. The following identifies the assets acquired through capital lease agreements:

Asset:	Governmental Activities
Machinery and equipment.....	\$ 1,733,302
Less: accumulated depreciation.....	(1,211,694)
Total.....	\$ 521,608

The following schedule presents the future minimum lease payments as of June 30, 2013:

<u>Fiscal Year</u> <u>Ending June 30,</u>	<u>Governmental</u> <u>Activities</u>
2014.....	\$ 65,469
2015.....	31,600
2016.....	31,529
2017.....	<u>31,455</u>
Total minimum lease payments.....	160,053
Less: amounts representing interest.....	<u>(10,849)</u>
Present value of minimum lease payments.....	<u>\$ 149,204</u>

The BELD entered into a capitalized lease for cable and light division equipment expiring through 2016. The assets and liabilities under the capital lease are recorded at the present value of the minimum lease payments. The assets are depreciated over the life of the equipment.

The following schedule presents the future minimum lease payments as of December 31, 2012:

<u>Years Ending December 31,</u>	<u>Business-Type</u> <u>Activities</u>
2013.....	\$ 268,572
2014.....	210,263
2015.....	105,711
2016.....	<u>14,762</u>
Total minimum lease payments.....	599,308
Less: amounts representing interest.....	<u>(56,548)</u>
Present value of minimum lease payments.....	<u>\$ 542,760</u>

Operating Leases

The Town leases school buses under a noncancelable operating lease that is scheduled to expire in fiscal year 2016. The cost of the lease for the fiscal year ended June 30, 2013, totaled approximately \$322,000, and is reported as education expenditures in the general fund.

The future minimum lease payments are as follows:

<u>Fiscal Year Ending June 30,</u>	<u>Governmental Activities</u>
2014.....	\$ 305,836
2015.....	305,836
2016.....	<u>305,836</u>
Total.....	<u>\$ 917,508</u>

The Golf Course leases golf carts under noncancelable operating leases that are scheduled to expire in fiscal year 2018. The cost of the lease for the fiscal year ended June 30, 2013, totaled approximately \$45,000.

The future minimum lease payments are as follows:

<u>Fiscal Year Ending June 30,</u>	<u>Business-Type Activities</u>
2014.....	\$ 35,268
2015.....	35,268
2016.....	35,268
2017.....	35,268
2018.....	<u>35,268</u>
Total.....	<u>\$ 176,340</u>

NOTE 7 – SHORT-TERM FINANCING

Short-term debt may be authorized and issued to fund the following:

- Current operating costs prior to the collection of revenues through issuance of revenue or tax anticipation notes (RANS or TANS).
- Capital project costs and other approved expenditures incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BANS) or grant anticipation notes (GANS).

Short-term loans are general obligations and carry maturity dates that are limited by statute. Interest expenditures and expenses for short-term borrowings are accounted for in the general fund and enterprise funds, respectively.

The Governmental and Enterprise Funds did not issue or redeem short-term debt during the year and did not have any amounts outstanding at year-end.

NOTE 8 – LONG-TERM DEBT

Under the provisions of Chapter 44, Section 10, Municipal Law authorizes indebtedness up to a limit of 5% of the equalized valuation. Debt issued in accordance with this section of the law is designated as being "inside the

debt limit". In addition, however, debt may be authorized in excess of that limit for specific purposes. Such debt, when issued, is designated as being "outside the debt limit".

Details related to the Town's general obligation indebtedness at June 30, 2013, and the debt service requirements are as follows:

Bonds and Notes Payable Schedule – Governmental Funds

Project	Maturities Through Fiscal Year	Original Loan Amount	Interest Rate (%)	Outstanding at June 30, 2012	Issued	Redeemed	Outstanding at June 30, 2013
Municipal Purpose Loan of 1999.....	2013	\$ 4,500,000	4.20 - 5.20	\$ 250,000	\$ -	\$ 250,000	\$ -
Municipal Purpose Loan of 2002.....	2013	5,099,000	2.50 - 3.75	80,000	-	80,000	-
Municipal Purpose Loan of 2006.....	2026	2,250,000	4.14 - 4.34	1,440,000	-	130,000	1,310,000
Municipal Purpose Refunding Loan of 2006.....	2017	1,055,000	4.20 - 5.20	1,015,000	-	5,000	1,010,000
Municipal Purpose Loan of 2007.....	2027	700,000	4.30 - 4.90	525,000	-	35,000	490,000
Municipal Purpose Loan of 2009.....	2028	3,600,000	3.00 - 5.00	2,165,000	-	475,000	1,690,000
Municipal Purpose Loan of 2010.....	2030	6,782,000	1.50 - 4.50	5,715,000	-	530,000	5,185,000
Municipal Purpose Loan of 2011.....	2031	6,100,000	2.00 - 4.50	5,690,000	-	410,000	5,280,000
Municipal Purpose Loan of 2012.....	2032	5,286,000	2.00 - 4.00	5,286,000	-	536,000	4,750,000
Municipal Purpose Loan of 2013.....	2033	3,140,000	2.00 - 2.75	-	3,140,000	-	3,140,000
Sub-Total.....				22,166,000	3,140,000	2,451,000	22,855,000
Unamortized Premiums on Bonds.....				346,979	114,778	160,958	300,799
Total.....				\$ 22,512,979	\$ 3,254,778	\$ 2,611,958	\$ 23,155,799

Debt service requirements for principal and interest for Governmental bonds payable in future fiscal years are as follows:

Fiscal Year	Principal	Interest	Total
2014.....	\$ 2,360,000	\$ 745,578	\$ 3,105,578
2015.....	2,330,000	671,543	3,001,543
2016.....	2,130,000	598,909	2,728,909
2017.....	2,075,000	527,839	2,602,839
2018.....	1,610,000	462,272	2,072,272
2019.....	1,415,000	409,941	1,824,941
2020.....	1,410,000	365,262	1,775,262
2021.....	1,315,000	317,099	1,632,099
2022.....	1,290,000	269,381	1,559,381
2023.....	1,195,000	227,708	1,422,708
2024.....	1,120,000	188,351	1,308,351
2025.....	1,120,000	150,210	1,270,210
2026.....	1,075,000	110,732	1,185,732
2027.....	745,000	77,533	822,533
2028.....	585,000	57,708	642,708
2029.....	395,000	37,277	432,277
2030.....	395,000	22,113	417,113
2031.....	185,000	6,827	191,827
2032.....	85,000	2,075	87,075
2033.....	20,000	561	20,561
Total.....	\$ 22,855,000	\$ 5,248,919	\$ 28,103,919

Bonds and Notes Payable Schedule – Water and Sewer Enterprise Fund

Project	Maturities Through Fiscal Year	Original Loan Amount	Interest Rate (%)	Outstanding at June 30, 2012	Issued	Redeemed	Outstanding at June 30, 2013
Municipal Purpose Loan of 2002.....	2018	\$ 2,130,000	2.50 - 4.25	\$ 840,000	\$ -	\$ 140,000	\$ 700,000
Municipal Purpose Loan of 2006.....	2026	4,480,000	4.14	3,110,000	-	220,000	2,890,000
Municipal Purpose Refunding Loan of 2006.....	2017	2,355,000	4.20 - 5.20	1,050,000	-	245,000	805,000
Municipal Purpose Loan of 2007.....	2027	1,430,000	4.14 - 4.90	1,025,000	-	80,000	945,000
Municipal Purpose Loan of 2009.....	2029	8,842,000	3.00 - 5.00	6,820,000	-	670,000	6,150,000
Municipal Purpose Refunding Loan of 2011.....	2022	3,575,000	2.00 - 4.00	3,455,000	-	430,000	3,025,000
Municipal Purpose Loan of 2011.....	2031	2,286,000	2.00 - 4.50	2,135,000	-	145,000	1,990,000
MWRA Loan of 2011.....	2017	344,230	0.00	344,230	-	68,846	275,384
Municipal Purpose Loan of 2012.....	2032	3,101,000	2.00 - 4.00	3,101,000	-	326,000	2,775,000
Municipal Purpose Loan of 2013.....	2033	3,108,000	2.00 - 2.75	-	3,108,000	-	3,108,000
MWRA Loan of 2013.....	2018	174,240	0.00	-	174,240	-	174,240
Sub-Total.....				21,880,230	3,282,240	2,324,846	22,837,624
Unamortized Premiums on Bonds.....				812,893	-	61,476	751,417
Total.....				\$ 22,693,123	\$ 3,282,240	\$ 2,386,322	\$ 23,589,041

Debt service requirements for principal and interest for water and sewer enterprise fund bonds and notes payable in future fiscal years are as follows:

Fiscal Year	Principal	Interest	Total
2014.....	\$ 2,346,694	\$ 772,350	\$ 3,119,044
2015.....	2,278,694	703,092	2,981,786
2016.....	2,268,694	637,342	2,906,036
2017.....	2,258,694	567,819	2,826,513
2018.....	1,679,848	505,481	2,185,329
2019.....	1,365,000	447,556	1,812,556
2020.....	1,360,000	396,141	1,756,141
2021.....	1,355,000	345,904	1,700,904
2022.....	1,305,000	294,557	1,599,557
2023.....	945,000	250,130	1,195,130
2024.....	945,000	212,880	1,157,880
2025.....	950,000	175,342	1,125,342
2026.....	950,000	137,516	1,087,516
2027.....	745,000	99,615	844,615
2028.....	650,000	70,607	720,607
2029.....	605,000	46,724	651,724
2030.....	260,000	23,050	283,050
2031.....	265,000	14,625	279,625
2032.....	185,000	7,575	192,575
2033.....	120,000	3,301	123,301
Total.....	\$ 22,837,624	\$ 5,711,607	\$ 28,549,231

Bonds and Notes Payable Schedule – Electric Light Enterprise Fund

Project	Maturities Through Year Ended	Original Loan Amount	Interest Rate (%)	Outstanding at December 31, 2011	Issued	Redeemed	Outstanding at December 31, 2012
Municipal Purpose Loan of 2001.....	2012	\$ 1,500,000	2.50 - 3.75	\$ 150,000	\$ -	\$ 150,000	\$ -
Municipal Purpose Loan of 2009.....	2028	109,700,000	3.00 - 5.00	101,715,000	-	4,260,000	97,455,000
Sub-Total.....				101,865,000	-	4,410,000	97,455,000
Unamortized Premiums on Bonds.....				7,110,170	-	758,470	6,351,700
Total.....				\$ 108,975,170	\$ -	\$ 5,168,470	\$ 103,806,700

Debt service requirements for principal and interest for electric light enterprise fund bonds and notes payable in future years are as follows:

Year Ended	Principal	Interest	Total
2013.....	\$ 4,415,000	\$ 4,789,853	\$ 9,204,853
2014.....	4,630,000	4,583,794	9,213,794
2015.....	4,855,000	4,352,294	9,207,294
2016.....	5,085,000	4,123,194	9,208,194
2017.....	5,335,000	3,875,944	9,210,944
2018.....	5,600,000	3,610,244	9,210,244
2019.....	5,875,000	3,330,244	9,205,244
2020.....	6,175,000	3,036,494	9,211,494
2021.....	6,480,000	2,727,744	9,207,744
2022.....	6,810,000	2,403,744	9,213,744
2023.....	7,150,000	2,063,244	9,213,244
2024.....	7,510,000	1,705,744	9,215,744
2025.....	7,855,000	1,354,844	9,209,844
2026.....	8,245,000	962,094	9,207,094
2027.....	7,930,000	549,844	8,479,844
2028.....	3,505,000	153,344	3,658,344
Total.....	\$ 97,455,000	\$ 43,622,663	\$ 141,077,663

Authorized and unissued debt

The Town is subject to various debt limits by statute and may issue additional general obligation debt under the normal debt limit. At June 30, 2013, the Town had the following authorized and unissued debt:

Purpose	Amount
Water and sewer projects.....	\$ 658,157
MWRA.....	1,893,200
Renovations to Town Hall.....	850,000
School projects.....	2,183,326
Water distribution system improvements.....	3,500,000
Roads.....	1,700,000
Fire aerial platform truck.....	450,000
Public safety repairs and equipment.....	408,000
Public works repairs and equipment.....	100,000
Public works building improvements.....	107,000
Public works drainage.....	180,000
Public works dump trucks.....	265,000
Library building improvements.....	100,000
Total.....	\$ 12,394,683

Changes in Long-term Liabilities

During the fiscal year ended June 30, 2013, the following changes occurred in long-term liabilities:

	Beginning Balance	Bonds and Notes Issued	Bonds and Notes Redeemed	Other Increases	Other Decreases	Ending Balance	Due Within One Year
Governmental Activities:							
Long-term bonds payable.....	\$ 22,166,000	\$ 3,140,000	\$ (2,451,000)	\$ -	\$ -	\$ 22,855,000	\$ 2,360,000
Add: Unamortized premium on bonds.....	346,979	114,778	(160,958)	-	-	300,799	42,762
Total bonds payable.....	22,512,979	3,254,778	(2,611,958)	-	-	23,155,799	2,402,762
Capital lease obligations.....	212,592	-	-	-	(63,388)	149,204	59,236
Compensated absences.....	3,309,772	-	-	1,854,813	(1,742,946)	3,421,639	1,766,969
Workers' compensation.....	502,015	-	-	436,262	(292,432)	645,845	299,577
Other postemployment benefits.....	42,001,706	-	-	13,584,467	(5,204,093)	50,382,080	-
Total governmental activity long-term liabilities.....	<u>\$ 68,539,064</u>	<u>\$ 3,254,778</u>	<u>\$ (2,611,958)</u>	<u>\$ 15,875,542</u>	<u>\$ (7,302,859)</u>	<u>\$ 77,754,567</u>	<u>\$ 4,528,544</u>
Business-Type Activities:							
Bonds and notes payable.....	\$ 123,745,230	\$ 3,282,240	\$ (6,734,846)	\$ -	\$ -	\$ 120,292,624	\$ 6,761,694
Add: Unamortized premium on bonds.....	7,923,063	-	(819,946)	-	-	7,103,117	818,018
Total bonds payable.....	131,668,293	3,282,240	(7,554,792)	-	-	127,395,741	7,579,712
Unearned revenue.....	9,779,213	-	-	242,657	(337,545)	9,684,325	332,055
Capital lease obligations.....	549,629	-	-	228,235	(235,194)	542,670	268,572
Customer deposits payable.....	639,500	-	-	55,558	-	695,058	-
Compensated absences.....	511,032	-	-	380,219	(440,726)	450,525	377,697
Workers' compensation.....	-	-	-	122,590	-	122,590	50,593
Other postemployment benefits.....	5,254,349	-	-	1,323,048	(983,149)	5,594,248	-
Total business-type activity long-term liabilities.....	<u>\$ 148,402,016</u>	<u>\$ 3,282,240</u>	<u>\$ (7,554,792)</u>	<u>\$ 2,352,307</u>	<u>\$ (1,996,614)</u>	<u>\$ 144,485,157</u>	<u>\$ 8,608,629</u>

The governmental activities long-term liabilities are generally liquidated by the general fund. Business-type activities long-term liabilities are liquidated by each respective fund.

NOTE 9 – GOVERNMENTAL FUND BALANCE CLASSIFICATIONS

The Town adopted GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, as part of the fiscal year 2012 reporting. The intention of the GASB is to provide a more structured classification of fund balance and to improve the usefulness of fund balance reporting to the users of the Town's financial statements. The reporting standard establishes a hierarchy for fund balance classifications and the constraints imposed on the uses of those resources.

GASB 54 provides for two major types of fund balances, which are nonspendable and spendable. Nonspendable fund balances are balances that cannot be spent because they are not expected to be converted to cash or they are legally or contractually required to remain intact. Examples of this classification are prepaid items, inventories, and principal (corpus) of an endowment fund. The Town has reported principal portions of endowment funds as nonspendable.

In addition to the nonspendable fund balance, GASB 54 has provided a hierarchy of spendable fund balances, based on a hierarchy of spending constraints.

- Restricted: fund balances that are constrained by external parties, constitutional provisions, or enabling legislation.
- Committed: fund balances that contain self-imposed constraints of the government from its highest level of decision making authority. The Town's highest level of decision making is made by Town Council.
- Assigned: fund balances that contain self-imposed constraints of the government to be used for a particular purpose.
- Unassigned: fund balance of the general fund that is not constrained for any particular purpose.

Massachusetts General Law Ch.40 §5B allows for the establishment of Stabilization funds for one or more different purposes. The creation of a fund requires a two-thirds vote of the legislative body and must clearly define the purpose of the fund. Any change to the purpose of the fund along with any additions to or appropriations from the fund requires a two-thirds vote of the legislative body.

In accordance with Statement No. 54, the stabilization fund has been reported in the general fund. At year end the balance of the General Stabilization Fund is \$972,856 and is reported as unassigned fund balance within the General Fund.

The Town has classified its fund balances with the following hierarchy:

	<u>General</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
Fund Balances:			
Nonspendable:			
Permanent fund principal.....\$	-	\$ 2,564,886	\$ 2,564,886
Restricted for:			
Town special revenue funds.....	-	2,543,215	2,543,215
School lunch.....	-	13,811	13,811
School revolving funds.....	-	1,537,561	1,537,561
Community preservation fund.....	-	5,014,284	5,014,284
Town capital projects.....	-	1,682,287	1,682,287
Expendable trust funds.....	-	7,502,688	7,502,688
Committed to:			
Articles and continuing appropriations:			
General government.....	37,087	-	37,087
Public safety.....	598,320	-	598,320
Public works.....	345,519	-	345,519
Human services.....	6,669	-	6,669
Culture and recreation.....	1,360	-	1,360
Assigned to:			
Encumbrances:			
General government.....	1,079,015	-	1,079,015
Public safety.....	13,706	-	13,706
Education.....	23,030	-	23,030
Public works.....	24,460	-	24,460
Unassigned.....	<u>17,880,465</u>	<u>-</u>	<u>17,880,465</u>
Total Fund Balances.....\$	<u>20,009,631</u>	<u>\$ 20,858,732</u>	<u>\$ 40,868,363</u>

NOTE 10 – RISK FINANCING

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance. The amount of claim settlements has not exceeded insurance coverage in any of the previous three fiscal years.

The Town is self-insured for its health and workers’ compensation insurance activities. Health insurance activities are accounted for in the internal service fund where revenues are recorded when earned and expenses are recorded when the liability is incurred. Workers’ compensation claims are administered by a third party administrator and are funded on a pay-as-you-go basis from annual appropriations.

Liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. Liabilities include an amount for claims that have been incurred but not reported (IBNR). The result of the process to estimate the claims liability is not an exact amount as it depends on many factors. Accordingly, claims are reevaluated periodically to consider the effects of inflation, recent claims settlement trends, and other economic and social factors.

(a) *Health Insurance*

The estimate of IBNR claims is based on management’s best estimate of claims history. The Town purchases individual stop loss insurance for claims in excess of the coverage provided by the Town in the amount of \$100,000 per claim. At June 30, 2013, the amount of the liability for health insurance claims totaled \$1,223,500 which is the best estimate based on available information. Changes in the reported liability since July 1, 2011 are as follows:

	Balance at Beginning of Fiscal Year	Current Year Claims and Changes in Estimate	Claims Payments	Balance at Fiscal Year-End Currently Due
Fiscal Year 2012.....	\$ 881,903	\$ 13,802,245	\$ (13,509,148)	\$ 1,175,000
Fiscal Year 2013.....	1,175,000	13,729,643	(13,681,143)	1,223,500

(b) *Workers’ Compensation*

The estimated future workers’ compensation liability is based on history and injury type. The Town purchases individual workers’ compensation insurance for claims in excess of the coverage provided by the Town in the amounts ranging between \$300,000 and \$500,000 per claim. At June 30, 2013, the amount of the liability for workers’ compensation claims totaled \$768,435. Changes in the reported liability since July 1, 2011 are as follows:

	Balance at Beginning of Fiscal Year	Current Year Claims and Changes in Estimate	Claims Payments	Balance at Fiscal Year-End
Fiscal Year 2012.....	\$ 536,569	\$ 257,834	\$ (292,388)	\$ 502,015
Fiscal Year 2013.....	502,015	1,243,288	(976,868)	768,435

The BELD participates in the Massachusetts Municipal Self-Insurance Trust (the Trust) with 17 other municipal light departments for the purpose of sharing excess liability and directors’ and officers’ liability risks. Through the Trust, BELD is commercially insured for \$25,000,000 per occurrence, with a \$500,000 deductible that would be paid by the Trust. Each of the participating light department’s contributes to the Trust based on its share of the group’s total kilowatt-hour sales. Payments for claims under the deductible limit are funded by trust assets or, if required, additional contributions from the participants. The BELD considers its share of potential losses to be immaterial to its financial statements as of December 31, 2012.

NOTE 11 – PENSION PLAN

Plan Description - The Town contributes to the System, a cost-sharing, multiple-employer defined benefit pension plan administered by the Braintree Contributory Retirement Board. Substantially all employees are members of the System, except for public school teachers and certain administrators who are members of the Massachusetts Teachers Retirement System, to which the Town does not contribute. Pension benefits and administrative expenses paid by the Teachers Retirement Board are the legal responsibility of the Commonwealth. The amount of these on-behalf payments totaled approximately \$13,272,000 for the fiscal year ended June 30, 2013, and, accordingly, are reported in the general fund as intergovernmental revenues and pension expenditures.

The System provides retirement, disability and death benefits to plan members and beneficiaries. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the plan. Cost-of-living adjustments granted between 1981 and 1997 and any increase in other benefits imposed by the Commonwealth's state law during those years are borne by the Commonwealth and are deposited into the pension fund. Cost-of-living adjustments granted after 1997 must be approved by the Braintree Contributory Retirement Board and are borne by the System. The System issues a publicly available unaudited financial report in accordance with guidelines established by the Commonwealth's PERAC. That report may be obtained by contacting the System located at 74 Pond Street, Braintree, Massachusetts, 02184.

At December 31, 2012, the System's membership consists of the following:

Active members.....	735
Inactive members.....	80
Disabled members.....	57
Retirees and beneficiaries currently receiving benefits.....	<u>447</u>
 Total.....	 <u><u>1,319</u></u>

Funding Policy - Plan members are required to contribute to the System at rates ranging from 5% to 11% of annual covered compensation. The Town is required to pay into the System its share of the system-wide actuarial determined contribution that is apportioned among the employers based on active current payroll. Administrative expenses are funded through investment earnings. The current and two preceding fiscal years apportionment of the annual pension cost between the two employers required the Town to contribute 98.5% of the total. Chapter 32 of the MGL governs the contributions of plan members and the Town.

Annual Pension Cost - The Town contributions to the System for the fiscal years ended June 30, 2013, 2012, and 2011 were \$7,455,924, \$7,201,414, and \$6,835,093, which equaled its required contribution for each fiscal year. At June 30, 2013, the Town did not have a net pension obligation. The required contribution was determined as part of the January 1, 2012, actuarial valuation using the entry age normal actuarial cost method. The actuarial assumptions included a 7.875% investment rate of return and projected salary increases of 4.00% per year. The actuarial value of the System's assets was determined using the fair value of the assets. The System's unfunded actuarial accrued liability is being amortized as a level percentage of projected payrolls on a closed basis. The remaining amortization period at January 1, 2012, was 20 years. The general fund and the enterprise funds each pay their respective portions of the total pension expense annually.

Schedule of Funding Progress (dollar amounts in thousands)

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) Entry Age (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
1/1/12	\$ 137,542	\$ 220,508	\$ 82,966	62.4%	\$ 36,453	227.6%
1/1/10	137,153	202,777	65,624	67.6%	35,051	187.2%
1/1/08	141,346	189,266	47,920	74.7%	33,894	141.4%
1/1/06	119,722	167,313	47,591	71.6%	30,861	154.2%
1/1/04	103,345	151,324	47,979	68.3%	29,450	162.9%
1/1/02	91,927	132,850	40,923	69.2%	28,775	142.2%

Funding progress is reported based on the biennial actuarial valuation performed by the System, and is being accumulated on a biennial basis. The Town is responsible for approximately 98% of the unfunded liability.

NOTE 12 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS

Plan Description – The Town administers a single-employer defined benefit healthcare plan (“the Retiree Health Plan”). The plan provides lifetime healthcare and life insurance for eligible retirees and their spouses through the Town’s group health insurance plan, which covers both active and retired members, including teachers. Chapter 32B of the MGL assigns authority to establish and amend benefit provisions of the Plan. Medical and prescription drug benefits are provided to all eligible retirees through a variety of plans offered by Blue Cross Blue Shield of Massachusetts, Harvard Pilgrim Health Care, and Tufts Health Plan. Benefit provisions are negotiated between the Town and the unions representing Town employees and are renegotiated each bargaining period. The Retiree Health Plan does not issue a publicly available financial report.

At January 1, 2012, the Plan’s membership consisted of the following:

Current retirees, beneficiaries, and dependents.....	885
Current active members.....	<u>1,230</u>
Total.....	<u><u>2,115</u></u>

Funding Policy – Contributions requirements are also negotiated between the Town and union representatives. The required contribution is based on a pay-as-you-go financing requirement. Retired plan members and beneficiaries currently receiving benefits are required to contribute between 33% and 50% of the cost of benefits provided depending on the plan they choose. The Town is required to contribute the balance of the current premiums and may contribute additional amounts to pre-fund benefits. The Town contributed approximately \$5.4 million including a pre-funding contribution of approximately \$540,000 during fiscal year 2013 and the BELD contributed approximately \$830,000 including a pre-funding contribution of \$520,000 during calendar year 2012 towards these benefits. Administrative costs of the Plan are assumed to be included in the fully insured premium rates.

The Commonwealth of Massachusetts passed special legislation that has allowed the Town to establish the Postemployment Benefits Trust Fund and to begin pre-funding its OPEB liabilities. Through June 30, 2013, the Town has accumulated approximately \$1,957,000 towards these future liabilities.

Annual OPEB Costs and Net OPEB Obligation – The Town’s annual OPEB cost (expense) is calculated based on the *annual required contribution of the employer (ARC)*, an amount actuarially determined in accordance with the parameters of GASB Statement #45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The components of the Town’s and the BELD’s annual OPEB cost for the periods, the amount actually contributed to the plan, and changes in the net OPEB obligation are summarized in the following table:

Annual required contribution.....	\$	15,326,220
Interest on net OPEB obligation.....		1,723,201
Adjustments to annual required contribution.....		<u>(2,091,964)</u>
Annual OPEB cost/expense.....		14,957,457
Contributions made.....		<u>(6,237,184)</u>
Increase/(Decrease) in net OPEB obligation.....		8,720,273
Net OPEB obligation - beginning of year.....		<u>47,256,055</u>
Net OPEB obligation - end of year.....	\$	<u><u>55,976,328</u></u>

The annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for the current and two previous years was as follows:

<u>Fiscal Year Ended</u>	<u>Annual OPEB Cost</u>	<u>Percentage of Annual OPEB Cost Contributed</u>	<u>Net OPEB Obligation</u>
6/30/2013	\$ 14,957,457	42%	\$ 55,976,328
6/30/2012	14,569,998	46%	47,256,055
6/30/2011	17,154,572	33%	39,449,840

Funded Status and Funding Progress – The funded status of the Plan as of the most recent and two prior actuarial valuation dates are as follows:

<u>Actuarial Valuation Date</u>	<u>Actuarial Value of Assets (A)</u>	<u>Actuarial Accrued Liability (AAL) Projected Unit Credit (B)</u>	<u>Unfunded AAL (UAAL) (B-A)</u>	<u>Funded Ratio (A/B)</u>	<u>Covered Payroll (C)</u>	<u>UAAL as a Percentage of Covered Payroll ((B-A)/C)</u>
1/1/2012	\$ 652,936	\$ 189,802,014	\$ 189,149,078	0.3%	\$ 68,300,737	276.94%
1/1/2010	-	192,200,348	192,200,348	0%	61,475,231	312.65%
1/1/2007	-	158,006,080	158,006,080	0%	73,735,316	214.29%

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the basic financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Actuarial Methods and Assumptions – Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the

employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effect of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

The following additional information is provided as of the latest actuarial valuation:

Actuarial Methods:

Valuation date.....	1/1/2012
Actuarial cost method.....	Projected Unit Credit
Amortization method.....	Amortization payments increasing at 3.25%, based on a level percentage of projected payroll
Remaining amortization period.....	26 years at January 1, 2012, closed
Asset valuation method.....	Market value

Actuarial Assumptions:

Investment rate of return.....	4.00%
Inflation rate.....	2.50% per year
Projected salary increases.....	3.00% per year
Medical/drug cost trend rate.....	7.00% graded to 5.00% in fiscal year 2015

NOTE 13 – COMMITMENTS

Under the terms of an Administrative Consent Order (ACO) from the Commonwealth’s Department of Environmental Protection, the Town is obligated to make various repairs and improvements to its sewer and drainage system. Accordingly, the Town has expended over \$12.7 million on improvements to the system over the last 11 years to comply with the ACO.

The Town has entered into contracts totaling approximately \$3.3 million for various school, public safety and public works projects. The Town has authorized building renovations of approximately \$5.2 million. The Town also plans to authorize and contract for an additional \$11.0 million for school, vehicles, water, sewer and roadway projects.

The BELD has entered into a Power Sales Agreement (PSA), as a participant in Nuclear Project No. 5, with Massachusetts Municipal Wholesale Electric Company (MMWEC) for a share of the power supply capability of Seabrook Unit 1. BELD effectively participates in a 0.6% (7.5 MW) share of Seabrook Unit 1. Under the terms of the PSA, the BELD is obligated to pay for its share of MMWEC’s actual operating and capital costs, including decommissioning, interest and financing costs related to this generating unit. Seabrook Unit 1 began commercial operations in 1990, and its operating license expires in 2030. The BELD’s obligations to pay are not contingent on the future operation of the unit. The BELD’s total principal obligation, excluding operating and maintenance, interest and decommissioning expenses associated with its share of MMWEC’s Seabrook Unit 1 outstanding debt, is approximately \$9,501,000 at December 31, 2012.

The BELD has also entered into various long-term agreements to purchase power from other utilities. At December 31, 2012, the estimated capacity costs relating to these agreements total approximately \$28,800,000. The amount estimated for 2013 is \$5,800,000 with annual decrease estimated as contract entitlements decreases and expires through 2021.

NOTE 14 – CONTINGENCIES

The Town participates in a number of federal award programs. Although the grant programs have been audited in accordance with the provisions of the Single Audit Act Amendments of 1996 through June 30, 2013, these programs are still subject to financial and compliance audits. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although it is expected such amounts, if any, to be immaterial.

The BELD is subject, like other electric utilities, to evolving standards administered by federal, state and local authorities relating to the quality of the environment. These standards affect the sighting of electric property, ambient air and water quality, plant safety and other environmental factors. These standards have had an impact on the BELD's operations in the past and they will continue to have an impact on future operations, capital costs and construction schedules.

Various legal actions and claims are pending. Litigation is subject to many uncertainties, and the outcome of individual litigated matters is not always predictable. Although the amount of liability, if any, at June 30, 2013, cannot be ascertained, management believes any resulting liability should not materially affect the financial statements at June 30, 2013.

NOTE 15 – IMPLEMENTATION OF NEW GASB PRONOUNCEMENTS

During fiscal year 2013, the following GASB pronouncements were implemented:

- GASB Statement #60, *Accounting and Financial Reporting for Service Concession Arrangements*. The implementation of this pronouncement did not impact the basic financial statements.
- GASB Statement #61, *The Financial Reporting Entity: Omnibus*. The implementation of this pronouncement did not impact the basic financial statements.
- GASB Statement #63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*. Financial statement changes include net assets changing to net position and invested in capital assets, net of related debt changing to net investment in capital assets. Notes to the basic financial statements were changed to provide additional disclosure on deferred outflows of resources and deferred inflows of resources.
- GASB Statement #66, *Technical Corrections – 2012, an amendment of GASB Statements No. 10 and No. 62*. The implementation of this pronouncement did not impact the basic financial statements.

The following GASB pronouncements will be implemented in future fiscal years:

- The GASB issued Statement #65, *Items Previously Reported as Assets and Liabilities*, which is required to be implemented in fiscal year 2014.
- The GASB issued Statement #67, *Financial Reporting for Pension Plans, an amendment of GASB Statement No. 25*, which is required to be implemented in fiscal year 2014.
- The GASB issued Statement #68, *Accounting and Financial Reporting for Pensions, an amendment of GASB Statement No. 27*, which is required to be implemented in fiscal year 2015.

- The GASB issued Statement #69, *Government Combinations and Disposals of Government Operations*, which is required to be implemented in fiscal year 2015.
- The GASB issued Statement #70, *Accounting and Financial Reporting for Nonexchange Financial Guarantees*, which is required to be implemented in fiscal year 2014.

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

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Required Supplementary Information

General Fund Budgetary Comparison Schedule

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

GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL

FISCAL YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance to Final Budget
	Original Budget	Final Budget			
REVENUES:					
Real estate and personal property taxes, net of tax refunds.....	\$ 73,251,896	\$ 73,251,896	\$ 73,093,466	\$ -	\$ (158,430)
Tax liens.....	-	-	45,681	-	45,681
Motor vehicle and other excise taxes.....	4,075,000	4,075,000	4,962,622	-	887,622
Hotel/motel tax.....	750,000	750,000	1,141,705	-	391,705
Penalties and interest on taxes.....	340,000	340,000	381,757	-	41,757
Payments in lieu of taxes.....	2,230,000	2,230,000	2,211,386	-	(18,614)
Intergovernmental.....	19,259,789	19,259,789	19,626,157	-	366,368
Departmental and other.....	4,569,950	4,569,950	4,887,569	-	317,619
Investment income.....	75,000	75,000	187,817	-	112,817
TOTAL REVENUES.....	104,551,635	104,551,635	106,538,160	-	1,986,525
EXPENDITURES:					
Current:					
General Government:					
Town Council					
Administration.....	194,028	194,028	172,333	-	21,695
Reserve Fund.....	40,000	-	-	-	-
Internal Audit.....	74,000	74,000	43,106	-	30,894
Total.....	308,028	268,028	215,439	-	52,589
Mayor's Office					
Administration.....	414,052	481,602	473,516	-	8,086
Fair Housing.....	2,275	2,275	135	-	2,140
Commission on Disabilities.....	1,025	1,025	375	-	650
Transition Costs.....	1,129	1,129	-	1,129	-
Articles.....	4,535	4,535	-	4,535	-
Total.....	423,016	490,566	474,026	5,664	10,876
Finance Department					
Administration.....	271,156	126,703	125,135	-	1,568
Accounting.....	240,740	239,780	225,179	-	14,601
Assessing.....	281,135	381,135	357,192	-	23,943
Information Technology.....	371,675	406,675	300,695	75,146	30,834
General Insurances.....	474,000	474,000	439,651	-	34,349
Treasurer/Collector.....	1,023,948	1,023,619	921,943	19,400	82,276
Bond Principal.....	2,507,433	2,502,433	2,451,000	-	51,433
Bond Interest.....	832,883	800,883	752,290	-	48,593
Leases.....	123,660	188,660	188,455	-	205
Capital Project.....	31,346	31,346	-	31,346	-
Articles.....	3,976	76	-	76	-
Total.....	6,161,952	6,175,310	5,761,540	125,968	287,802
Law Department					
Administration.....	190,121	220,121	215,133	-	4,988
Licensing Board.....	29,562	29,562	29,440	-	122
Total.....	219,683	249,683	244,573	-	5,110
Human Resources					
Administration.....	536,333	536,333	454,350	-	81,983
Employee Benefits.....	15,379,781	15,307,281	14,372,372	810,098	124,811
Veterans Benefits.....	330,061	302,181	264,750	-	37,431
Celebrations.....	7,000	7,000	6,441	-	559
Total.....	16,253,175	16,152,795	15,097,913	810,098	244,784
Town Clerk					
Administration.....	104,388	107,623	99,239	2,439	5,945
Elections.....	35,837	65,712	47,231	-	18,481
Registration.....	121,500	129,259	123,676	3	5,580
Total.....	261,725	302,594	270,146	2,442	30,006

(Continued)

GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL

FISCAL YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance to Final Budget
	Original Budget	Final Budget			
Planning and Community Development					
Administration.....	138,340	138,340	123,649	-	14,691
Planning.....	126,879	126,879	102,606	16,579	7,694
Conservation.....	100,119	104,419	81,000	18,495	4,924
Economic Development.....	74,846	74,598	63,657	10,856	85
Historical Commission.....	2,000	2,000	955	1,000	45
Capital Projects.....	125,000	125,000	-	125,000	-
Total.....	567,184	571,236	371,867	171,930	27,439
Total General Government.....	24,194,763	24,210,212	22,435,504	1,116,102	658,606
Public Safety:					
Police					
Administration.....	736,392	733,990	711,672	2,920	19,398
Building Maintenance.....	121,600	119,600	113,174	800	5,626
Equipment Maintenance.....	230,512	265,511	248,228	3,705	13,578
Patrol Bureau.....	4,440,061	4,615,061	4,611,658	-	3,403
Communications.....	806,695	726,695	713,876	-	12,819
Detective Bureau.....	879,253	879,253	821,948	4,210	53,095
Traffic Bureau.....	169,898	169,898	165,620	-	4,278
Special Services/Community Policing.....	567,945	532,859	505,725	1,850	25,284
Harbormaster.....	4,350	4,350	3,727	-	623
Animal Control.....	61,956	61,713	60,329	220	1,164
Capital Projects.....	247,904	247,904	4,404	243,500	-
Articles.....	140,382	140,381	140,000	381	-
Total.....	8,406,948	8,497,215	8,100,361	257,586	139,268
Fire					
Administration.....	279,760	272,009	256,369	-	15,640
Building Maintenance.....	138,519	138,519	138,260	-	259
Equipment Maintenance.....	138,193	138,093	136,147	-	1,946
Fire Suppression.....	6,429,195	6,769,980	6,489,814	-	280,166
Fire Alarm Repair.....	116,897	116,705	111,522	-	5,183
Fire Hazmat.....	98,918	96,818	95,493	-	1,325
Fire Prevention.....	102,558	102,558	101,320	-	1,238
Training.....	105,893	103,383	92,901	-	10,482
Capital Project.....	175,000	175,000	-	175,000	-
Articles.....	172,500	172,500	-	172,500	-
Total.....	7,757,433	8,085,565	7,421,826	347,500	316,239
Municipal Licenses and Inspection					
Administration.....	200,175	219,875	215,001	-	4,874
Equipment Maintenance.....	5,000	4,600	3,645	-	955
Inspections/Code Enforcement.....	357,354	362,354	356,793	-	5,561
Weights and Measures.....	66,052	63,834	38,832	-	25,002
Health.....	209,244	209,244	207,279	-	1,965
Zoning Board of Appeals.....	300	300	109	-	191
Articles.....	6,940	6,940	-	6,940	-
Total.....	845,065	867,147	821,659	6,940	38,548
Total Public Safety.....	17,009,446	17,449,927	16,343,846	612,026	494,055
Education:					
Education.....	51,772,726	52,001,408	51,652,320	23,030	326,058
Regional School District.....	1,801,174	1,801,174	1,801,174	-	-
Total Education.....	53,573,900	53,802,582	53,453,494	23,030	326,058

(Continued)

GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL

FISCAL YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance to Final Budget
	Original Budget	Final Budget			
Public Works:					
Public Works					
Administration.....	281,835	281,835	274,837	-	6,998
Facilities and Equipment Maintenance.....	804,373	723,648	707,715	-	15,933
Equipment Maintenance.....	290,500	290,500	287,157	-	3,343
Engineering.....	174,435	174,435	174,386	-	49
Construction Administration.....	195,478	195,478	195,370	-	108
Highway.....	1,270,411	1,361,353	1,282,775	8,210	70,368
Drains.....	20,000	20,000	16,430	-	3,570
Sidewalks.....	30,000	30,000	29,894	-	106
Street Lighting.....	340,000	340,000	340,000	-	-
Traffic.....	169,538	169,538	152,200	5,975	11,363
Snow and Ice.....	350,000	947,053	946,928	-	125
Environmental Affairs and Waste Collection.....	1,674,177	1,669,127	1,607,504	1,454	60,169
Cemetery.....	76,598	76,598	75,700	-	898
Maintenance Town Hall.....	95,000	95,000	94,347	-	653
Recreation and Community Events.....	146,229	166,289	166,223	-	66
Watson Building Maintenance.....	30,808	54,808	38,176	-	16,632
Grounds Maintenance.....	562,370	562,370	514,130	8,821	39,419
Summer Programs.....	153,215	153,215	153,215	-	-
Brawley Recreation.....	88,331	89,981	89,981	-	-
Daugherty Gym.....	15,000	35,000	800	-	34,200
Capital Project.....	80,294	80,294	-	80,294	-
Articles.....	272,873	272,873	7,648	265,225	-
Total Public Works.....	7,121,465	7,789,395	7,155,416	369,979	264,000
Human Services:					
Council on Aging					
Administration.....	193,910	193,910	192,383	-	1,527
Equipment Maintenance.....	38,830	38,830	38,830	-	-
Building Maintenance.....	19,226	19,226	19,226	-	-
Articles.....	18,997	18,997	12,328	6,669	-
Total Human Services.....	270,963	270,963	262,767	6,669	1,527
Culture and Recreation:					
Library					
Administration.....	182,193	182,573	182,032	-	541
Building Maintenance.....	110,000	110,000	109,505	-	495
Equipment Maintenance.....	1,000	1,000	144	-	856
Technology.....	52,000	52,000	51,527	-	473
Current Topics and Titles.....	823,462	823,462	813,360	-	10,102
Lifelong Learning.....	121,340	121,340	120,813	-	527
Community Commons.....	21,500	21,500	8,881	-	12,619
Capital Project.....	1,360	1,360	-	1,360	-
Total Culture and Recreation.....	1,312,855	1,313,235	1,286,262	1,360	25,613
State and County Assessments.....	3,512,505	3,512,505	3,567,251	-	(54,746)
Claims and Judgments.....	25,000	25,000	25,000	-	-
TOTAL EXPENDITURES.....	107,020,897	108,373,819	104,529,540	2,129,166	1,715,113
EXCESS (DEFICIENCY) OF REVENUES					
OVER (UNDER) EXPENDITURES.....	(2,469,262)	(3,822,184)	2,008,620	(2,129,166)	3,701,638
OTHER FINANCING SOURCES (USES):					
Transfers in.....	530,984	1,128,037	1,128,037	-	-
NET CHANGE IN FUND BALANCE.....	(1,938,278)	(2,694,147)	3,136,657	(2,129,166)	3,701,638
BUDGETARY FUND BALANCE, Beginning of year.....	16,580,390	16,580,390	16,580,390	-	-
BUDGETARY FUND BALANCE, End of year.....	\$ 14,642,112	\$ 13,886,243	\$ 19,717,047	\$ (2,129,166)	\$ 3,701,638

See notes to required supplementary information.

(Concluded)

Retirement System Schedules of Funding Progress and Employer Contributions

The Retirement System Schedule of Funding Progress presents multiyear trend information, relating to the cost-sharing plan as a whole, of which the Town is one participating employer, about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits.

The Retirement System Schedule of Employer Contributions presents multiyear trend information for required and actual contributions relating to the cost-sharing plan as a whole, of which the Town is one participating employer, as well as the Town's proportionate share of the plan's annual contribution.

BRAINTREE CONTRIBUTORY RETIREMENT SYSTEM
SCHEDULE OF FUNDING PROGRESS

(Dollar amounts in thousands)

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) Entry Age (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
1/1/12	\$ 137,542	\$ 220,508	\$ 82,966	62.4%	\$ 36,453	227.6%
1/1/10	137,153	202,777	65,624	67.6%	35,051	187.2%
1/1/08	141,346	189,266	47,920	74.7%	33,894	141.4%
1/1/06	119,722	167,313	47,591	71.6%	30,861	154.2%
1/1/04	103,345	151,324	47,979	68.3%	29,450	162.9%
1/1/02	91,927	132,850	40,923	69.2%	28,775	142.2%
1/1/00	89,822	117,318	27,496	76.6%	24,276	113.3%

The Town's share of the AAL is approximately 98.5%.

See notes to required supplementary information.

**BRAINTREE CONTRIBUTORY RETIREMENT SYSTEM
SCHEDULE OF EMPLOYER CONTRIBUTIONS**

System-Wide				Town of Braintree	
<u>Fiscal Year Ended June 30,</u>	<u>Annual Required Contributions</u>	<u>(A) Actual Contributions</u>	<u>Percentage Contributed</u>	<u>(B) Actual Contributions</u>	<u>(B/A) Town's Percentage of System-Wide Actual Contributions</u>
2013	\$ 7,570,687	\$ 7,570,687	100%	\$ 7,455,924	\$ 98.48%
2012	7,303,937	7,303,937	100%	7,201,414	98.60%
2011	6,943,721	6,943,721	100%	6,835,093	98.44%
2010	6,747,969	6,747,969	100%	6,646,676	98.50%
2009	6,342,166	6,342,166	100%	6,251,721	98.57%

See notes to required supplementary information.

Other Postemployment Benefits Plan Schedules

The Schedule of Funding progress compares, over time, the actuarial accrued liability for benefits with the actuarial value of accumulated plan assets.

The Schedule of Employer Contributions compares, over time, the Annual Required Contributions to the Actual Contributions made.

The Schedule of Actuarial Methods and Assumptions presents factors that significantly affect the identification of trends in the amounts reported.

OTHER POSTEMPLOYMENT BENEFITS PLAN
SCHEDULE OF FUNDING PROGRESS AND EMPLOYER CONTRIBUTIONS

Schedule of Funding Progress

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) Projected Unit Credit (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
1/1/2012	\$ 652,936	\$ 189,802,014	\$ 189,149,078	0.3%	\$ 68,300,737	276.94%
1/1/2010	-	192,200,348	192,200,348	0%	61,475,231	312.65%
1/1/2007	-	158,006,080	158,006,080	0%	73,735,316	214.29%

Schedule of Employer Contributions

Year Ended	Annual Required Contribution (ARC)	Actual Contributions Made	Percentage of the ARC Contributed
6/30/2013	\$ 15,326,220	\$ 6,237,184	41%
6/30/2012	15,278,511	6,763,783	44%
6/30/2011	17,392,724	5,820,239	33%
6/30/2010	16,760,687	5,357,220	32%
6/30/2009	14,426,107	5,497,619	38%

See notes to required supplementary information.

OTHER POSTEMPLOYMENT BENEFITS PLAN
ACTUARIAL METHODS AND ASSUMPTIONS

Actuarial Methods:

Valuation date.....	1/1/2012
Actuarial cost method.....	Projected Unit Credit
Amortization method.....	Amortization payments increasing at 3.25%, based on a level percentage of projected payroll
Remaining amortization period.....	26 years at January 1, 2012, closed
Asset valuation method.....	Market value

Actuarial Assumptions:

Investment rate of return.....	4.00%
Inflation rate.....	2.50% per year
Projected salary increases.....	3.00% per year
Medical/drug cost trend rate.....	7.00% graded to 5.00% in fiscal year 2015

Plan Membership:

Current retirees, beneficiaries, and dependents.....	885
Current active members.....	<u>1,230</u>
Total.....	<u><u>2,115</u></u>

See notes to required supplementary information.

NOTE A – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**A. Budgetary Information**

Municipal Law requires the adoption of a balanced budget that is approved by Town Council. The Mayor presents an annual budget to the Town Council, which includes estimates of revenues and other financing sources and recommendations of expenditures and other financing uses. The Town Council, which has authority to amend down and/or reject the budget or any line item, adopts the expenditure budget by majority vote.

Increases or transfers between and within departments subsequent to the approval of the annual budget, requires majority Town Council approval at a regular Council meeting.

The majority of appropriations are non-continuing which lapse at the end of each fiscal year. Others are continuing appropriations for which the governing body has authorized that an unspent balance from a prior fiscal year be carried forward and made available for spending in the current fiscal year. These carry forwards are included as part of the subsequent fiscal year's original budget.

Generally, expenditures may not exceed the legal level of spending (program and capital) authorized for an appropriation account. However, the payment of debt service is statutorily required, regardless of whether such amounts are appropriated. Additionally, expenditures for disasters, natural or otherwise, and final judgments may exceed the level of spending authorized by two-thirds majority vote of the Town Council and written approval from the Massachusetts Department of Revenue.

An annual budget is adopted for the general fund in conformity with the guidelines described above. The original fiscal year 2013 approved budget authorized approximately \$107 million in appropriations and other amounts to be raised, including \$1.1 million in amounts carried over from previous fiscal years. During fiscal year 2013, the Town Council also approved supplemental appropriations totaling approximately \$1.4 million. These supplemental appropriations mainly consisted of \$275,000 appropriated for fire suppression, \$237,000 appropriated for education, and \$597,000 was from the stabilization fund for snow and ice.

The Town Accountant has the responsibility to ensure that budgetary control is maintained. Budgetary control is exercised through the accounting system.

B. Budgetary - GAAP Reconciliation

For budgetary financial reporting purposes, the Uniform Municipal Accounting System basis of accounting (established by the Commonwealth) is followed, which differs from the GAAP basis of accounting. A reconciliation of budgetary-basis to GAAP-basis results for the general fund for the fiscal year ended June 30, 2013, is presented below:

Net change in fund balance - budgetary basis.....	\$	3,136,657
<u>Perspective differences:</u>		
Activity of the stabilization fund recorded in the general fund for GAAP.....		(721,384)
Activity of the municipal building insurance fund recorded in the general fund for GAAP.....		(97,222)
<u>Basis of accounting differences:</u>		
Net change in recording tax refunds payable.....		883,000
Net change in recording accrued payroll.....		(179,791)
Recognition of revenue for on-behalf payments.....		13,272,469
Recognition of expenditures for on-behalf payments.....		<u>(13,272,469)</u>
Net change in fund balance - GAAP basis.....	\$	<u>3,021,260</u>

C. Appropriation Deficits

Expenditures exceeded appropriation in state and county assessments. This is based on a state assessment which is not required to be raised in the tax levy.

NOTE B – PENSION PLAN

The Town contributes to the System, a cost-sharing, multiple-employer defined benefit pension plan (“Plan”) administered by the Braintree Contributory Retirement Board. The System provides retirement, disability, and death benefits to members and beneficiaries. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the Plan. The Town is required to pay into the Retirement System its share of the system-wide actuarially determined contribution which is apportioned among the employers based on active covered payroll.

The schedule of funding progress, presented as required supplementary information presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits. Additionally, the schedule of employer contributions, presented as required supplementary information presents multi-year trend information for required and actual contributions relating to the cost-sharing plan as a whole, of which the Town is one participating employer, as well as the Town’s proportionate share of the plan’s annual contributions. This information is designed to be helpful for understanding the scale of the information presented relative to the Town.

The following actuarial methods and assumptions were used in the Retirement System's most recent actuarial valuation:

Actuarial Methods and Assumptions:

Valuation Date.....	January 1, 2012
Actuarial Cost Method.....	Entry Age Normal Cost Method
Amortization Method.....	Increasing at 4.00% per year
Remaining Amortization Period.....	20 years, closed
Asset Valuation Method.....	Market value adjusted by accounts payable and receivables adjusted to phase in over 4 years investment gains or losses above or below the expected rate of investment return. The actuarial value of assets must be no less than 90% of the adjusted market value nor more than 110% of the adjusted market value.
Investment Rate of Return.....	7.875%
Projected Salary Increases.....	4.00%
Cost of Living Adjustments.....	3.00% for the first \$12,000 of retirement income.

NOTE C – OTHER POSTEMPLOYMENT BENEFITS

The Town administers a single-employer defined benefit healthcare plan ("The Retiree Health Plan"). The plan provides lifetime healthcare and life insurance for eligible retirees and their spouses through the Town's group health insurance plan, which covers both active and retired members.

The Town currently finances its other postemployment benefits (OPEB) on a pay-as-you-go basis. As a result, the funded ratio (actuarial value of assets expressed as a percentage of the actuarial accrued liability) is 0.3%. In accordance with Governmental Accounting Standards, the Town has recorded its OPEB cost equal to the actuarial determined annual required contribution (ARC) which includes the normal cost of providing benefits for the year and a component for the amortization of the total unfunded actuarial accrued liability of the plan.

The Schedule of Funding Progress presents multiyear trend information which compares, over time, the actuarial accrued liability for benefits with the actuarial value of accumulated plan assets.

Projections of benefits for financial reporting purposes are based on the substantive plan and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

The Schedule of Employer Contributions presents multiyear trend information for required and actual contributions relating to the plan.

The Schedule of Actuarial Methods and Assumptions presents factors that significantly affect the identification of trends in the amounts reported.

Other Supplementary Information

Combining Statements

The combining financial statements provide a more detailed view of the “Basic Financial Statements” presented in the preceding subsection.

Combining statements are presented when there are more than one fund of a given fund type.

Nonmajor Governmental Funds

Special Revenue Funds

Special revenue funds are used to account for the proceeds of specific revenue sources (other than permanent funds or capital project funds) that are restricted by law or administrative action to expenditures for specified purposes.

Town Special Revenue Funds – accounts for the non-school related funds designated for specific programs, this fund consists primarily of state and federal grants and gifts as well as the non-school related activity of revolving funds established in accordance with MGL Chapter 44, Section 53E ½.

School Lunch Fund – account used for all cafeteria activities and is funded by user charges, federal and state grants and commodities received.

School Special Revenue Funds – accounts for the school department's funds designated for specific programs, this fund consists primarily of state and federal grants and gifts as well as the non-school related activity of revolving funds established in accordance with MGL Chapter 44, Section 53E ½.

Community Preservation Fund – accounts for the accumulation of resources for the acquisition, creation, preservation and support of open space, historic resources, recreational uses and community housing.

Highway Improvements Fund – accounts for construction, reconstruction and improvements of roadways, streets and sidewalks.

Capital Project Funds

Capital Projects Funds are used to account for financial resources to be used for the acquisition, construction or improvement of major capital assets (other than those financed by enterprise funds). Such resources are derived principally from proceeds of general obligation bonds and grants.

Town Capital Project Funds – accounts for the construction and renovation of Town projects.

Permanent Funds

Permanent funds are used to report resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support governmental programs.

Nonexpendable Trust Funds – accounts for the endowment portion of donor restricted trusts that support governmental programs.

Expendable Trust Funds – accounts for the accumulated realized and unrealized investment earnings of donor restricted funds within the nonexpendable trust funds.

**NONMAJOR GOVERNMENTAL FUNDS
COMBINING BALANCE SHEET**

JUNE 30, 2013

	<i>Special Revenue Funds</i>					
	Town Special Revenue Funds	School Lunch Fund	School Special Revenue Funds	Community Preservation Fund	Highway Improvements Fund	Subtotal
ASSETS						
Cash and cash equivalents.....	\$ 2,597,604	\$ -	\$ 1,152,217	\$ 5,014,284	\$ -	\$ 8,764,105
Investments.....	18,550	-	-	-	-	18,550
Receivables, net of uncollectibles:						
Departmental and other.....	-	-	-	3,765	-	3,765
Intergovernmental.....	-	70,386	426,745	306,563	4,475,422	5,279,116
TOTAL ASSETS.....	\$ 2,616,154	\$ 70,386	\$ 1,578,962	\$ 5,324,612	\$ 4,475,422	\$ 14,065,536
LIABILITIES AND FUND BALANCES						
LIABILITIES:						
Warrants payable.....	\$ 71,725	\$ -	\$ 41,401	\$ -	\$ -	\$ 113,126
Accrued payroll.....	1,214	13,251	-	-	-	14,465
Deferred revenues.....	-	-	-	310,328	4,188,109	4,498,437
Due to other funds.....	-	43,324	-	-	287,313	330,637
TOTAL LIABILITIES.....	72,939	56,575	41,401	310,328	4,475,422	4,956,665
FUND BALANCES:						
Nonspendable.....	-	-	-	-	-	-
Restricted.....	2,543,215	13,811	1,537,561	5,014,284	-	9,108,871
TOTAL FUND BALANCES.....	2,543,215	13,811	1,537,561	5,014,284	-	9,108,871
TOTAL LIABILITIES AND FUND BALANCES.....	\$ 2,616,154	\$ 70,386	\$ 1,578,962	\$ 5,324,612	\$ 4,475,422	\$ 14,065,536

Permanent Funds				
Town Capital Projects	Nonexpendable Trust Funds	Expendable Trust Funds	Subtotal	Total Nonmajor Governmental Funds
\$ 1,682,287	\$ 2,564,886	\$ 1,047,973	\$ 3,612,859	\$ 14,059,251
-	-	6,454,715	6,454,715	6,473,265
-	-	-	-	3,765
-	-	-	-	5,279,116
<u>\$ 1,682,287</u>	<u>\$ 2,564,886</u>	<u>\$ 7,502,688</u>	<u>\$ 10,067,574</u>	<u>\$ 25,815,397</u>
\$ -	\$ -	\$ -	\$ -	\$ 113,126
-	-	-	-	14,465
-	-	-	-	4,498,437
-	-	-	-	330,637
-	-	-	-	4,956,665
-	2,564,886	-	2,564,886	2,564,886
<u>1,682,287</u>	<u>-</u>	<u>7,502,688</u>	<u>7,502,688</u>	<u>18,293,846</u>
<u>1,682,287</u>	<u>2,564,886</u>	<u>7,502,688</u>	<u>10,067,574</u>	<u>20,858,732</u>
<u>\$ 1,682,287</u>	<u>\$ 2,564,886</u>	<u>\$ 7,502,688</u>	<u>\$ 10,067,574</u>	<u>\$ 25,815,397</u>

NONMAJOR GOVERNMENTAL FUNDS
 COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

FISCAL YEAR ENDED JUNE 30, 2013

	<i>Special Revenue Funds</i>					
	Town Special Revenue Funds	School Lunch Fund	School Special Revenue Funds	Community Preservation Fund	Highway Improvements Fund	Subtotal
	REVENUES:					
Intergovernmental.....	\$ 230,775	\$ 526,527	\$ 4,564,977	\$ 150,763	\$ 946,011	\$ 6,419,053
Departmental and other.....	525,618	981,184	1,813,694	-	-	3,320,496
Community preservation.....	-	-	-	592,836	-	592,836
Contributions.....	528,909	-	383,754	-	-	912,663
Investment income.....	31	246	102	10,340	-	10,719
Miscellaneous.....	42,380	-	-	-	-	42,380
TOTAL REVENUES.....	1,327,713	1,507,957	6,762,527	753,939	946,011	11,298,147
EXPENDITURES:						
Current:						
General government.....	269,960	-	-	-	-	269,960
Public safety.....	96,519	-	-	-	-	96,519
Education.....	-	1,638,584	6,982,791	-	-	8,621,375
Public works.....	107,200	-	-	-	946,011	1,053,211
Community development.....	-	-	-	325,972	-	325,972
Human services.....	141,641	-	-	-	-	141,641
Culture and recreation.....	680,752	-	-	-	-	680,752
TOTAL EXPENDITURES.....	1,296,072	1,638,584	6,982,791	325,972	946,011	11,189,430
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....	31,641	(130,627)	(220,264)	427,967	-	108,717
OTHER FINANCING SOURCES (USES):						
Issuance of long-term debt.....	-	-	-	-	-	-
Premium from issuance of bonds.....	114,778	-	-	-	-	114,778
Transfers in.....	548,826	-	263,752	-	-	812,578
Transfers out.....	(126,350)	-	-	-	-	(126,350)
TOTAL OTHER FINANCING SOURCES (USES).....	537,254	-	263,752	-	-	801,006
NET CHANGE IN FUND BALANCES.....	568,895	(130,627)	43,488	427,967	-	909,723
FUND BALANCES AT BEGINNING OF YEAR.....	1,974,320	144,438	1,494,073	4,586,317	-	8,199,148
FUND BALANCES AT END OF YEAR.....	\$ 2,543,215	\$ 13,811	\$ 1,537,561	\$ 5,014,284	\$ -	\$ 9,108,871

Permanent Funds				
Town Capital Projects	Nonexpendable Trust Funds	Expendable Trust Funds	Subtotal	Total Nonmajor Governmental Funds
\$ 138,522	\$ -	\$ -	\$ -	\$ 6,557,575
-	-	-	-	3,320,496
-	-	-	-	592,836
-	-	20,265	20,265	932,928
-	-	114,729	114,729	125,448
-	-	-	-	42,380
<u>138,522</u>	<u>-</u>	<u>134,994</u>	<u>134,994</u>	<u>11,571,663</u>
394,972	-	78,755	78,755	743,687
1,268,715	-	-	-	1,365,234
1,163,271	-	-	-	9,784,646
2,524,998	-	-	-	3,578,209
-	-	-	-	325,972
-	-	-	-	141,641
<u>125,060</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>805,812</u>
<u>5,477,016</u>	<u>-</u>	<u>78,755</u>	<u>78,755</u>	<u>16,745,201</u>
<u>(5,338,494)</u>	<u>-</u>	<u>56,239</u>	<u>56,239</u>	<u>(5,173,538)</u>
3,140,000	-	-	-	3,140,000
-	-	-	-	114,778
128,000	-	-	-	940,578
-	-	(712,578)	(712,578)	(838,928)
<u>3,268,000</u>	<u>-</u>	<u>(712,578)</u>	<u>(712,578)</u>	<u>3,356,428</u>
(2,070,494)	-	(656,339)	(656,339)	(1,817,110)
<u>3,752,781</u>	<u>2,564,886</u>	<u>8,159,027</u>	<u>10,723,913</u>	<u>22,675,842</u>
<u>\$ 1,682,287</u>	<u>\$ 2,564,886</u>	<u>\$ 7,502,688</u>	<u>\$ 10,067,574</u>	<u>\$ 20,858,732</u>

Agency Fund

Fund Description

Agency Funds are used to account for the collection and payment of charges for off-duty work details, performance bonds, and fees collected on behalf of other governments, and other funds.

AGENCY FUND
STATEMENT OF CHANGES IN ASSETS AND LIABILITIES

FOR THE FISCAL YEAR ENDED JUNE 30, 2013

	Agency Accounts <u>June 30, 2012</u>	<u>Additions</u>	<u>Deletions</u>	Agency Accounts <u>June 30, 2013</u>
ASSETS				
Cash and cash equivalents.....	\$ 221,504	\$ 2,124,356	\$ (2,021,332)	\$ 324,528
LIABILITIES				
Liabilities due depositors.....	\$ 221,504	\$ 2,124,356	\$ (2,021,332)	\$ 324,528

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Statistical Section



Braintree High School

Statistical Section

This part of the Town of Braintree's comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the Town's overall financial health.

Financial Trends

These schedules contain trend information to help the reader understand how the Town's financial performance and well-being have changed over time.

Revenue Capacity

These schedules contain information to help the reader assess the Town's most significant local revenue source, the property tax.

Debt Capacity

These schedules present information to help the reader assess the affordability of the Town's current levels of outstanding debt and the Town's ability to issue additional debt in the future.

Demographic and Economic Information

These schedules offer demographic and economic indicators to help the reader understand the environment within which the Town's financial activities take place.

Operating Information

These schedules contain service and infrastructure data to help the reader understand how the information in the Town's financial report relates to the services the Town provides and the activities it performs.

SOURCES: Unless otherwise noted, the information in these schedules is derived from the audited financial reports for the relevant year or our Official Statements.

Net Position By Component

Last Ten Fiscal Years

	Fiscal Year									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Governmental activities										
Net investment in capital assets.....	\$ 35,368,873	\$ 40,789,164	\$ 43,345,827	\$ 43,316,956	\$ 44,741,728	\$ 43,952,129	\$ 44,776,089	\$ 47,910,553	\$ 52,564,200	\$ 54,067,678
Restricted.....	13,239,956	14,907,893	15,473,044	17,085,091	14,564,774	15,387,436	17,909,375	18,984,718	19,081,454	19,486,773
Unrestricted.....	4,992,568	5,069,719	2,866,257	7,669,389	3,262,565	(1,978,165)	(8,277,629)	(14,151,761)	(20,004,880)	(23,061,668)
Total governmental activities net position.....	\$ 53,601,397	\$ 60,766,776	\$ 61,685,128	\$ 68,071,436	\$ 62,569,067	\$ 57,361,400	\$ 54,407,835	\$ 52,743,510	\$ 51,640,774	\$ 50,492,783
Business-type activities										
Net investment in capital assets.....	\$ 57,764,648	\$ 59,488,429	\$ 64,607,373	\$ 63,680,466	\$ 63,472,319	\$ 73,771,758	\$ 72,287,202	\$ 69,022,850	\$ 71,591,338	\$ 75,572,798
Restricted.....	2,743,606	4,033,000	-	-	-	-	-	-	-	-
Unrestricted.....	20,234,857	19,021,674	18,513,324	19,790,984	24,074,877	14,243,145	17,782,384	22,809,172	18,020,393	16,082,628
Total business-type activities net position.....	\$ 80,743,111	\$ 82,543,103	\$ 83,120,697	\$ 83,471,450	\$ 87,547,196	\$ 88,014,903	\$ 90,069,586	\$ 91,832,022	\$ 89,611,731	\$ 91,655,426
Primary government										
Net investment in capital assets.....	\$ 93,133,521	\$ 100,277,593	\$ 107,953,200	\$ 106,997,422	\$ 108,214,047	\$ 117,723,887	\$ 117,063,291	\$ 116,933,403	\$ 124,155,538	\$ 129,640,476
Restricted.....	15,983,562	18,940,893	15,473,044	17,085,091	14,564,774	15,387,436	17,909,375	18,984,718	19,081,454	19,486,773
Unrestricted.....	25,227,425	24,091,393	21,379,581	27,460,373	27,337,442	12,264,980	9,504,755	8,657,411	(1,984,487)	(6,979,040)
Total primary government net position.....	\$ 134,344,508	\$ 143,309,879	\$ 144,805,825	\$ 151,542,886	\$ 150,116,263	\$ 145,376,303	\$ 144,477,421	\$ 144,575,532	\$ 141,252,505	\$ 142,148,209

Changes in Net Position

Last Ten Fiscal Years

	Fiscal Year									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Expenses										
Governmental activities:										
General government.....	\$ 5,162,891	\$ 4,748,448	\$ 4,362,423	\$ 4,610,401	\$ 4,554,086	\$ 5,734,392	\$ 5,547,521	\$ 6,219,480	\$ 6,120,306	\$ 6,793,916
Public safety.....	18,395,293	17,699,899	19,978,932	20,274,993	22,301,233	22,235,903	23,103,086	22,731,221	22,644,632	23,907,018
Education.....	57,535,022	61,636,873	66,563,400	69,958,696	76,732,757	79,763,519	82,719,562	85,120,589	87,632,097	91,537,391
Public works.....	4,067,043	3,958,571	5,142,253	4,766,713	5,787,762	6,576,806	6,004,346	7,075,816	6,258,439	6,903,790
Sanitation.....	1,572,296	1,521,317	1,529,887	1,556,431	1,597,784	1,654,683	1,531,123	1,421,972	1,734,699	1,614,505
Community preservation.....	13,602	148,258	27,002	249,447	104,793	35,109	41,392	76,049	168,276	133,513
Human services.....	1,296,532	1,121,171	1,093,133	1,056,047	1,273,880	978,727	980,215	1,064,014	1,108,036	1,269,546
Culture and recreation.....	2,797,240	2,760,733	3,234,716	3,299,641	3,532,149	3,508,767	3,504,511	3,733,359	3,685,605	3,856,790
Interest.....	489,382	359,592	422,825	357,055	444,173	367,644	543,891	620,316	668,246	594,798
Total governmental activities expenses.....	91,329,301	93,954,862	102,354,571	106,129,424	116,328,617	120,855,550	123,975,647	128,062,816	130,020,336	136,611,267
Business-type activities:										
Water and Sewer.....	10,088,353	10,127,709	10,970,570	11,751,499	11,993,133	12,234,294	12,357,150	12,992,288	12,960,228	13,759,942
Golf.....	985,156	978,575	1,045,810	1,123,675	1,258,562	1,282,255	1,400,980	1,400,980	1,510,491	1,547,221
Electric.....	43,951,002	47,687,729	51,616,634	61,409,672	62,262,396	65,563,538	71,421,238	72,454,533	70,895,924	66,409,996
Total business-type activity expenses.....	55,024,511	58,794,013	63,570,114	74,284,846	75,514,091	79,080,087	84,883,923	86,847,801	85,366,643	81,717,159
Total primary government expenses.....	\$ 146,353,812	\$ 152,748,875	\$ 165,924,685	\$ 180,414,270	\$ 191,842,708	\$ 199,935,637	\$ 208,859,570	\$ 214,910,617	\$ 215,386,979	\$ 218,328,426
Program Revenues										
Governmental activities:										
Charges for services:										
General government.....	\$ 852,689	\$ 759,576	\$ 721,928	\$ 749,484	\$ 654,663	\$ 613,460	\$ 596,828	\$ 517,136	\$ 616,829	\$ 757,713
Public safety.....	2,631,471	2,858,475	2,821,158	3,210,084	2,930,799	3,784,281	2,144,216	2,280,546	2,378,405	2,208,455
Education.....	4,525,351	4,843,321	5,510,661	5,763,417	2,663,710	2,597,937	2,443,837	2,368,875	2,017,758	2,287,988
Public works.....	1,770,464	331,467	248,130	236,047	559,293	609,110	338,823	471,878	553,002	627,466
Sanitation.....	322,403	1,412,272	1,778,699	2,176,617	1,600,028	1,593,698	1,613,247	1,568,749	1,548,721	1,401,085
Human services.....	127,909	132,320	161,380	204,551	151,360	142,817	24,205	25,792	31,332	33,119
Culture and recreation.....	407,569	494,674	456,502	477,168	345,587	393,249	379,560	396,823	361,811	377,596
Operating grants and contributions.....	17,094,611	20,224,583	19,559,212	23,943,924	24,465,441	28,083,776	30,924,968	33,221,854	33,518,827	34,800,674
Capital grants and contributions.....	1,892,836	2,096,024	1,813,873	1,073,666	1,898,266	927,140	1,127,450	3,793,516	4,773,929	3,146,209
Total government activities program revenues.....	29,625,303	33,152,712	33,071,543	37,834,958	35,269,147	38,745,468	39,589,134	44,645,169	45,800,614	45,640,305
Business-type activities:										
Charges for services:										
Water and Sewer.....	10,372,001	10,508,277	11,380,011	12,081,357	13,675,011	12,580,294	12,561,820	13,208,817	12,932,512	13,830,066
Golf.....	982,958	976,813	945,430	1,101,047	1,211,206	1,174,675	1,172,533	1,329,340	1,404,095	1,347,448
Electric.....	46,248,689	49,167,046	51,521,575	60,497,429	63,700,105	65,900,014	73,443,746	75,896,314	70,762,137	70,718,807
Operating grants and contributions.....	76,433	91,186	33,402	37,736	32,443	-	-	215,783	-	-
Capital grants and contributions.....	-	-	225,000	-	-	-	-	-	281,643	142,560
Total business-type activities program revenues.....	57,680,081	60,743,322	64,105,418	73,717,569	78,618,765	79,654,983	87,178,099	90,650,254	85,380,387	86,038,881
Total primary government program revenues.....	\$ 87,305,384	\$ 93,896,034	\$ 97,176,961	\$ 111,552,527	\$ 113,887,912	\$ 118,400,451	\$ 126,767,233	\$ 135,295,423	\$ 131,181,001	\$ 131,679,186
Net (Expense)/Revenue										
Governmental activities.....	\$ (61,703,998)	\$ (60,802,150)	\$ (69,283,028)	\$ (68,294,466)	\$ (81,059,470)	\$ (82,110,082)	\$ (84,386,513)	\$ (83,417,647)	\$ (84,219,722)	\$ (90,970,962)
Business-type activities.....	2,655,570	1,949,309	535,304	(567,277)	3,104,674	574,896	2,294,176	3,802,453	13,744	4,321,722
Total primary government net expense.....	\$ (59,048,428)	\$ (58,852,841)	\$ (68,747,724)	\$ (68,861,743)	\$ (77,954,796)	\$ (81,535,186)	\$ (82,092,337)	\$ (79,615,194)	\$ (84,205,978)	\$ (86,649,240)
General Revenues and other Changes in Net Position										
Governmental activities:										
Real estate, personal property taxes and tax liens,										
net of tax refunds payable.....	\$ 50,526,807	\$ 53,281,088	\$ 54,950,810	\$ 57,664,837	\$ 59,616,548	\$ 62,714,975	\$ 65,822,590	\$ 68,085,843	\$ 69,679,306	\$ 74,746,576
Tax liens.....	71,156	131,573	246,461	172,271	195,258	102,402	-	-	-	-
Motor vehicle and other excise taxes.....	4,754,565	4,466,604	4,608,617	4,230,104	4,641,332	4,021,318	4,067,074	4,284,625	4,039,432	5,175,048
Hotel/motel tax.....	650,942	759,466	868,033	854,486	735,915	768,355	745,319	718,452	784,781	1,141,705
Community preservation tax.....	411,603	432,367	459,792	474,210	455,258	551,133	530,249	558,590	559,244	590,915
Penalties and interest on taxes.....	339,959	230,204	458,484	310,116	332,155	297,882	345,208	417,749	371,394	381,757
Payments in lieu of taxes.....	858,044	892,969	906,189	918,556	1,049,810	1,049,817	2,193,890	116,425	118,112	211,386
Grants and contributions not restricted to specific programs.....	6,357,189	6,618,722	6,674,487	7,426,676	7,163,431	6,619,494	5,072,674	4,949,885	4,989,211	4,885,456
Unrestricted investment income.....	373,990	499,383	817,046	1,390,441	716,560	530,782	486,914	267,612	215,677	243,114
Gain on sale of land.....	-	10,972	-	656,876	-	-	-	-	-	-
Affordable housing development fees.....	-	-	-	-	-	-	1,800,000	-	-	-
Miscellaneous.....	28,770	474,864	104,033	401,646	551,830	91,623	77,800	69,345	70,051	42,380
Transfers.....	1,271,283	149,317	107,428	110,555	99,004	154,634	291,230	2,284,796	2,289,778	2,404,634
Total governmental activities.....	65,644,308	67,967,529	70,201,380	74,610,774	75,557,101	76,902,415	81,432,948	81,753,322	83,116,986	89,822,971
Business-type activities:										
Unrestricted investment income.....	-	-	149,718	308,420	1,070,076	47,445	51,737	244,779	55,743	126,607
Claims and judgments.....	-	-	-	675,365	-	-	-	-	-	-
Transfers.....	(1,271,283)	(149,317)	(107,428)	(110,555)	(99,004)	(154,634)	(291,230)	(2,284,796)	(2,289,778)	(2,404,634)
Total business-type activities.....	(1,271,283)	(149,317)	42,290	873,230	971,072	(107,189)	(239,493)	(2,040,017)	(2,234,035)	(2,278,027)
Total primary government.....	\$ 64,373,025	\$ 67,818,212	\$ 70,243,670	\$ 75,484,004	\$ 76,528,173	\$ 76,795,226	\$ 81,193,455	\$ 79,713,305	\$ 80,882,951	\$ 87,544,944
Changes in Net Position										
Governmental activities.....	\$ 3,940,310	\$ 7,165,379	\$ 918,352	\$ 6,316,308	\$ (5,502,369)	\$ (5,207,667)	\$ (2,953,565)	\$ (1,664,325)	\$ (1,102,736)	\$ (1,147,991)
Business-type activities.....	1,384,287	1,799,992	577,594	305,953	4,075,746	467,707	2,054,683	1,762,436	(2,220,291)	2,043,695
Total primary government.....	\$ 5,324,597	\$ 8,965,371	\$ 1,495,946	\$ 6,622,261	\$ (1,426,623)	\$ (4,739,960)	\$ (898,882)	\$ 98,111	\$ (3,323,027)	\$ 895,704

Fund Balances, Governmental Funds

Last Ten Fiscal Years

	Fiscal Year									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
General Fund										
Reserved.....	\$ 655,529	\$ 1,454,741	\$ 508,261	\$ 865,705	\$ 760,035	\$ 281,374	\$ 895,787	\$ -	\$ -	\$ -
Unreserved.....	5,197,385	4,161,475	3,414,564	3,790,923	3,088,264	7,287,516	9,178,146	-	-	-
Committed.....	-	-	-	-	-	-	-	-	-	988,955
Assigned.....	-	-	-	-	-	-	-	1,250,576	1,140,720	1,140,211
Unassigned.....	-	-	-	-	-	-	-	13,160,254	15,847,651	17,880,465
Total general fund.....	\$ 5,852,914	\$ 5,616,216	\$ 3,922,825	\$ 4,656,628	\$ 3,848,299	\$ 7,568,890	\$ 10,073,933	\$ 14,410,830	\$ 16,988,371	\$ 20,009,631
All Other Governmental Funds										
Reserved.....	\$ 2,598,841	\$ 2,594,497	\$ 2,586,848	\$ 2,513,808	\$ 2,505,157	\$ 2,606,133	\$ 2,506,133	\$ -	\$ -	\$ -
Unreserved, reported in:										
Special revenue funds.....	5,182,238	6,738,874	6,592,674	8,672,575	6,583,933	8,102,411	9,599,385	-	-	-
Capital projects funds.....	1,049,221	34,599	(1,374,542)	1,094,496	(494,856)	1,322,865	2,825,324	-	-	-
Permanent funds.....	5,175,256	5,574,522	5,829,563	6,742,763	6,979,609	6,157,529	7,857,627	-	-	-
Nonspendable.....	-	-	-	-	-	-	-	2,507,881	2,564,886	2,564,886
Restricted.....	-	-	-	-	-	-	-	21,726,183	20,110,956	18,293,846
Total all other governmental funds.....	\$ 14,005,556	\$ 14,942,492	\$ 13,634,543	\$ 19,023,642	\$ 15,573,843	\$ 18,188,938	\$ 22,788,469	\$ 24,234,064	\$ 22,675,842	\$ 20,858,732

The Town implemented GASB 54 in fiscal year 2011. Fund balances prior to fiscal year 2011 have been reported in the pre-GASB 54 format.

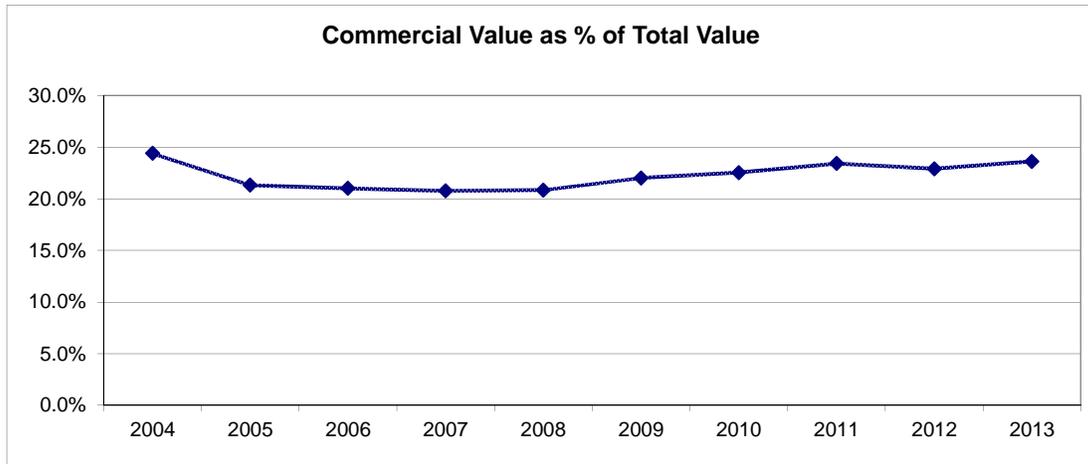
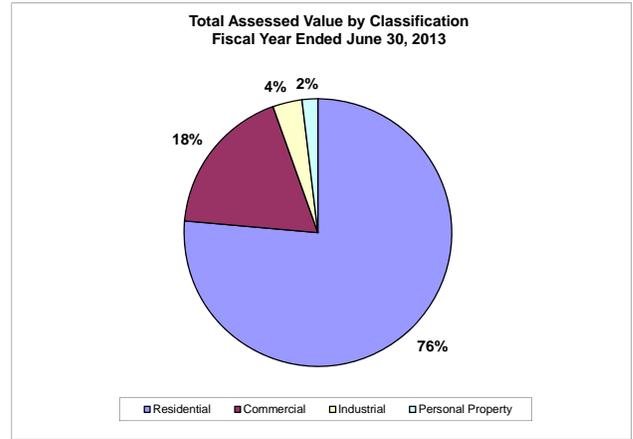
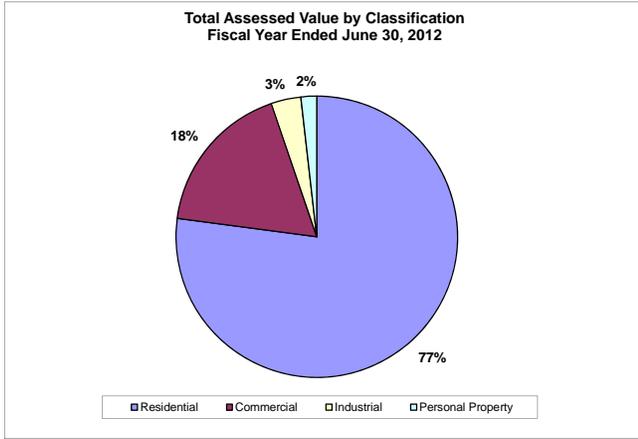
Changes in Fund Balances, Governmental Funds

Last Ten Fiscal Years

	Fiscal Year									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Revenues:										
Real estate, personal property taxes and tax liens, net of tax refunds.....	\$ 50,718,391	\$ 52,961,468	\$ 55,158,554	\$ 57,768,689	\$ 59,497,459	\$ 62,755,355	\$ 65,496,774	\$ 67,862,201	\$ 69,729,818	\$ 73,976,466
Tax Liens.....	55,883	52,311	231,598	172,271	63,809	76,974	57,843	81,120	77,774	45,681
Motor vehicle and other excise taxes.....	4,523,270	4,685,843	4,281,453	4,201,636	4,611,877	4,165,414	3,985,784	4,306,011	4,081,969	4,962,622
Hotel/Motel tax.....	650,942	759,466	868,033	854,486	735,915	768,355	745,319	718,452	784,781	1,141,705
Penalties and interest on taxes.....	339,959	230,204	458,484	310,116	332,155	297,882	345,208	417,749	371,394	381,757
Payments in lieu of taxes.....	858,044	892,969	906,189	918,556	1,049,810	1,049,817	2,193,890	116,425	118,112	211,386
Intergovernmental.....	23,692,431	25,198,861	25,775,357	28,812,244	30,601,263	34,012,768	35,740,583	38,999,975	41,528,233	39,456,201
Departmental and other.....	7,307,259	7,689,484	7,563,960	9,027,969	10,250,943	10,450,639	7,761,742	7,788,136	8,085,761	8,208,065
Community preservation.....	404,489	432,367	459,792	474,210	455,258	551,133	530,249	558,590	559,244	592,836
Affordable housing development fees.....	-	-	-	-	-	-	1,800,000	-	-	-
Contributions.....	280,144	231,500	367,149	768,016	366,096	1,071,110	640,918	364,569	453,433	932,928
Investment income.....	913,927	1,165,574	1,263,802	2,460,899	369,561	(201,774)	995,846	1,325,987	153,004	319,712
Miscellaneous.....	-	207,040	323,687	301,176	514,828	91,623	69,100	49,524	17,564	42,380
Total Revenue.....	89,744,739	94,507,087	97,658,058	106,070,268	108,848,974	115,089,296	120,363,256	122,588,739	125,961,087	130,271,739
Expenditures:										
General government.....	3,229,584	3,056,052	3,623,271	3,859,688	4,018,166	4,287,338	5,603,583	4,349,148	5,298,068	4,575,307
Public safety.....	12,536,792	12,990,781	13,751,123	14,157,997	15,134,523	14,323,808	14,560,325	15,180,496	17,182,357	17,446,204
Education.....	42,431,467	45,611,005	50,871,069	50,932,438	54,203,401	54,471,474	57,170,086	60,004,947	64,003,984	63,450,712
Public works.....	7,056,165	5,464,382	6,266,787	5,444,425	5,404,878	5,863,834	6,567,757	7,986,879	7,570,889	7,916,317
Sanitation services.....	1,474,581	1,446,446	1,523,236	1,549,913	1,590,363	1,647,010	1,522,144	1,412,691	1,726,367	1,607,190
Community development.....	63,602	148,258	568,182	376,126	1,799,290	14,977	41,392	76,049	643,366	325,972
Human services.....	761,371	779,780	818,353	849,053	876,798	708,984	748,949	792,326	817,714	896,262
Culture and recreation.....	2,139,687	2,437,864	2,508,150	2,892,558	2,863,866	2,447,161	2,544,523	2,626,796	2,883,715	3,219,004
Pension benefits-Town.....	4,935,096	3,742,770	4,019,936	4,138,193	4,306,969	4,442,266	4,759,946	4,808,035	5,046,381	5,255,971
Pension benefits-School.....	6,248,000	7,656,294	8,168,218	8,869,092	9,962,702	10,994,534	11,884,275	12,219,339	12,736,422	13,272,469
Property and liability insurance.....	373,104	418,507	475,422	483,391	406,416	419,313	402,567	368,027	428,125	439,651
Employee benefits.....	5,046,719	5,776,019	6,274,307	7,204,764	7,392,728	7,802,047	7,833,635	8,459,804	8,840,249	9,551,401
State and county charges.....	2,534,654	2,741,801	3,100,048	3,534,187	3,593,911	3,798,662	4,158,266	3,883,609	3,571,252	3,567,251
Debt service										
Principal.....	1,394,000	1,380,000	1,365,000	1,630,000	1,645,000	1,480,000	1,910,000	2,432,000	2,200,000	2,451,000
Interest.....	473,435	351,740	413,209	354,814	445,990	351,879	524,464	590,897	686,619	752,290
Total Expenditures.....	90,698,257	94,001,699	103,746,311	106,276,639	113,645,001	113,053,287	120,231,912	125,191,043	133,635,508	134,727,001
Excess of revenues over (under) expenditures.....	(953,518)	505,388	(6,088,253)	(206,371)	(4,796,027)	2,036,009	131,344	(2,602,304)	(7,674,421)	(4,455,262)
Other Financing Sources (Uses)										
Issuance of long-term debt.....	-	32,340	2,800,000	2,100,000	-	3,600,000	6,782,000	6,100,000	5,286,000	3,140,000
Premium from issuance of bonds and notes.....	-	-	-	169,060	379,762	445,043	-	-	369,204	114,778
Issuance of refunding bonds.....	-	-	-	1,055,000	-	-	-	-	-	-
Payment to refunded bond escrow agent.....	-	-	-	(1,045,217)	-	-	-	-	-	-
Capital lease financing.....	-	-	179,485	400,000	-	-	-	-	246,395	-
Proceeds from the sale of land.....	-	13,193	-	739,875	-	-	-	-	-	-
Transfers in.....	2,475,991	1,725,580	1,235,622	1,211,438	1,446,885	620,955	981,424	2,935,526	2,695,872	3,471,562
Transfers out.....	(1,134,753)	(1,576,263)	(1,128,194)	(1,100,883)	(1,288,748)	(466,321)	(690,194)	(650,730)	(406,094)	(1,066,928)
Total other financing sources (uses).....	1,341,238	194,850	3,086,913	3,529,273	537,899	4,199,677	7,073,230	8,384,796	8,191,377	5,659,412
Net change in fund balance.....	\$ 387,720	\$ 700,238	\$ (3,001,340)	\$ 3,322,902	\$ (4,258,128)	\$ 6,235,686	\$ 7,204,574	\$ 5,782,492	\$ 516,956	\$ 1,204,150
Debt service as a percentage of noncapital expenditures.....	2.17%	1.93%	1.87%	1.97%	1.93%	1.65%	2.14%	2.55%	2.37%	2.61%

Assessed Value and Actual Value of Taxable Property by Classification and Tax Rates
Last Ten Fiscal Years

Fiscal Year	Assessed and Actual Values and Tax Rates									
	Residential Value	Residential Tax Rate	Commercial Value	Industrial Value	Total Commercial Value	Commercial Tax Rate	Personal Property	Personal Property Tax Rate	Total Direct Rate (1)	Total Town Value
2004	\$3,234,740,307	\$9.55	\$822,851,708	\$169,224,250	\$992,075,958	\$20.39	\$51,903,536	\$20.35	\$12.19	\$4,278,719,801
2005	\$3,816,730,562	\$8.38	\$803,790,978	\$171,059,625	\$974,850,603	\$21.30	\$58,953,330	\$21.24	\$11.13	\$4,850,534,495
2006	\$4,398,266,375	\$7.65	\$914,089,440	\$192,596,650	\$1,106,686,090	\$19.17	\$63,261,160	\$19.11	\$10.07	\$5,568,213,625
2007	\$4,440,944,260	\$8.14	\$906,688,005	\$191,245,200	\$1,097,933,205	\$18.92	\$66,247,340	\$18.87	\$10.38	\$5,605,124,805
2008	\$4,435,836,632	\$8.67	\$907,253,337	\$189,911,800	\$1,097,165,137	\$18.97	\$70,461,720	\$18.91	\$10.82	\$5,603,463,489
2009	\$4,318,764,733	\$9.06	\$933,566,836	\$193,093,000	\$1,126,659,836	\$20.18	\$91,904,620	\$20.11	\$11.51	\$5,537,329,189
2010	\$4,151,406,685	\$9.67	\$932,243,691	\$192,792,100	\$1,125,035,791	\$21.72	\$83,075,790	\$21.65	\$12.39	\$5,359,518,266
2011	\$3,998,205,703	\$10.20	\$937,402,065	\$192,184,900	\$1,129,586,965	\$23.29	\$93,061,520	\$23.17	\$13.26	\$5,220,854,188
2012	\$4,069,650,840	\$10.45	\$932,748,073	\$181,064,400	\$1,113,812,473	\$23.65	\$95,068,610	\$23.53	\$13.47	\$5,278,531,923
2013	\$3,929,047,295	\$11.11	\$934,953,167	\$182,850,700	\$1,117,803,867	\$25.44	\$97,088,850	\$25.31	\$14.49	\$5,143,940,012



(1) Weighted average direct tax rate, calculated as weighted average of residential, commercial and personal property tax rates.
 Source: Assessor's Department, Town of Braintree and Official Statements.
 All property in the Commonwealth of Massachusetts is assessed at 100% of fair cash value.

Note: Chapter 59, Section 21C of the Massachusetts General Laws, known as "Proposition 2 1/2", imposes 2 separate limits on the annual tax levy of the Town. The primary limitation is that the tax levy cannot exceed 2 1/2 percent of the full and fair cash value. The secondary limitation is that the tax levy cannot exceed the maximum levy limit for the preceding fiscal year as determined by the State Commissioner of Revenue by more than 2 1/2 percent, subject to an exception for property added to the tax rolls and for certain substantial valuation increases other than as part of a general revaluation. The secondary limit may be exceeded in any year by a majority vote of the voters, however it cannot exceed the primary limitation.

Principal Taxpayers

Current Year and Nine Years Ago

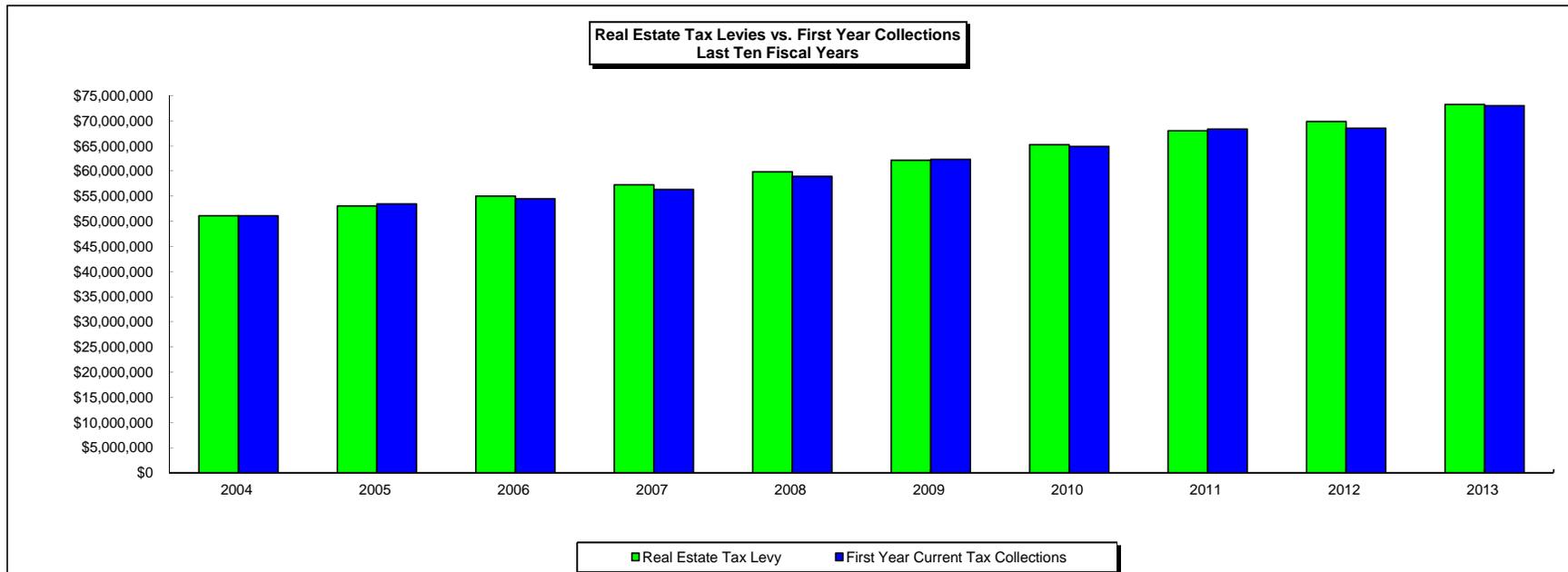
Name	Nature of Business	2013			2004		
		Assessed Valuation	Rank	Percentage of Total Taxable Assessed Value	Assessed Valuation	Rank	Percentage of Total Taxable Assessed Value
Braintree Property Associates	Malls	\$ 252,064,808	1	4.90%	\$ 160,980,000	1	3.76%
Messina, Francis X. (et al)	Developer/Real Estate	140,613,800	2	2.73%	43,458,100	3	1.02%
Flatley, John (et al)	Real Estate	76,133,500	3	1.48%	-	-	-
Lenox Farms LTD Partnership	Developer/Real Estate	56,129,900	4	1.09%	-	-	-
AMB Property LP	Retail Clothing	27,510,000	5	0.53%	28,384,300	4	0.66%
EQR-Lincoln Braintree LLC	Developer/Real Estate	27,480,000	6	0.53%	20,575,300	7	0.48%
Ridge at Blue Hills LTD Partnership	Developer/Real Estate	23,684,400	7	0.46%	-	-	-
WBF Braintree Equity Partnership LLC	Retail	23,564,700	8	0.46%	-	-	-
TRT Braintree LLC DCX	Malls	18,683,000	9	0.36%	-	-	-
Direct Invest Braintree Park LLC	Real Estate	17,701,700	10	0.34%	-	-	-
T.J. Flatley (et all)	Real Estate	-	-	-	52,971,800	2	1.24%
Flatley Family Trust	Developer/Real Estate	-	-	-	27,603,100	5	0.65%
Sheraton Braintree Hotel	Hotel	-	-	-	24,384,700	6	0.57%
The Flatley Company	Developer/Real Estate	-	-	-	16,669,800	8	0.39%
Harvest Properties Trust	Real Estate	-	-	-	16,419,100	9	0.38%
KHMT Corporation	Retail	-	-	-	15,962,600	10	0.37%
	Totals \$	<u>663,565,808</u>		<u>12.90%</u>	<u>\$ 407,408,800</u>		<u>9.52%</u>

Source: Official Statements, Town of Braintree

Property Tax Levies and Collections

Last Ten Fiscal Years

Fiscal Year	Total Tax Levy	Less Reserve for Abatements & Exemptions	Net Tax Levy	Net as % of Total	First Year Current Tax Collections	Percent of Net Levy Collected	Delinquent Tax Collections	Total Tax Collections	Percent of Total Tax Collections to Net Tax Levy (1)
2004	\$52,132,908	\$1,052,841	\$51,080,067	97.98%	\$51,064,750	99.97%	\$15,317	\$51,080,067	100.00%
2005	\$53,947,300	\$905,342	\$53,041,958	98.32%	\$53,432,258	100.74%	\$256,505	\$53,688,763	101.22%
2006	\$56,006,448	\$992,187	\$55,014,261	98.23%	\$54,476,389	99.02%	\$1,234,211	\$55,710,600	101.27%
2007	\$58,111,612	\$893,219	\$57,218,393	98.46%	\$56,345,257	98.47%	\$1,904,192	\$58,249,449	101.80%
2008	\$60,537,365	\$695,318	\$59,842,047	98.85%	\$58,896,572	98.42%	\$1,900,328	\$60,796,900	101.60%
2009	\$63,634,439	\$1,480,050	\$62,154,389	97.67%	\$62,315,590	100.26%	\$1,320,308	\$63,635,898	102.38%
2010	\$66,301,452	\$1,089,175	\$65,212,277	98.36%	\$64,882,825	99.49%	\$1,486,604	\$66,369,429	101.77%
2011	\$69,110,686	\$1,100,000	\$68,010,686	98.41%	\$68,362,146	100.52%	\$549,201	\$68,911,347	101.32%
2012	\$70,972,549	\$1,123,064	\$69,849,485	98.42%	\$68,511,310	98.08%	\$870,848	\$69,382,158	99.33%
2013	\$74,404,156	\$1,152,260	\$73,251,896	98.45%	\$72,999,903	99.66%	\$0	\$72,999,903	99.66%



(1) If the actual abatements and exemptions are lower than the reserve, the actual collections can exceed the levy.

Source: Assessor's Department and Official Statements, Town of Braintree

Ratios of Outstanding Debt and General Bonded Debt

Last Ten Fiscal Years

Fiscal Year	U. S. Census Population	Personal Income	Assessed Value	Governmental Activities				
				General Obligation Bonds	Capital Leases	Per Capita	Percentage of Personal Income	Percentage of Assessed Value
2004	33,728	\$ 1,005,555,799	\$4,278,719,801	\$ 9,485,000	\$ 285,234	\$281	0.94%	0.22%
2005	33,873	\$ 1,050,273,934	\$4,850,534,495	\$ 8,105,000	\$ 111,512	\$239	0.77%	0.17%
2006	33,681	\$ 1,086,093,568	\$5,568,213,625	\$ 9,540,000	\$ 205,430	\$283	0.88%	0.17%
2007	34,185	\$ 1,146,439,624	\$5,605,124,805	\$ 10,065,000	\$ 490,892	\$294	0.88%	0.18%
2008	34,422	\$ 1,200,563,244	\$5,603,463,489	\$ 8,420,000	\$ 350,640	\$245	0.70%	0.15%
2009	35,294	\$ 1,280,215,743	\$5,537,329,189	\$ 10,540,000	\$ 244,817	\$299	0.82%	0.19%
2010	35,296	\$ 1,312,199,392	\$5,359,518,266	\$ 15,412,000	\$ 167,410	\$437	1.17%	0.29%
2011	35,744	\$ 1,382,008,876	\$5,220,854,188	\$ 19,080,000	\$ 85,878	\$534	1.38%	0.37%
2012	35,981	\$ 1,446,817,954	\$5,278,531,923	\$ 22,512,979	\$ 212,592	\$626	1.56%	0.43%
2013	36,220	\$ 1,514,666,243	\$5,143,940,012	\$ 23,155,799	\$ 149,204	\$639	1.53%	0.45%

Fiscal Year	Business-Type Activities		Total Primary Government			
	General Obligation Bonds	Capital Leases	Total Debt Outstanding	Per Capita	Percentage of Personal Income	Percentage of Assessed Value
2004	\$ 16,130,052	\$ -	\$ 25,615,052	\$ 759	2.55%	0.60%
2005	\$ 15,258,315	\$ 186,586	\$ 23,363,315	\$ 690	2.22%	0.48%
2006	\$ 18,399,241	\$ 135,017	\$ 27,939,241	\$ 830	2.57%	0.50%
2007	\$ 18,094,073	\$ 78,457	\$ 28,159,073	\$ 824	2.46%	0.50%
2008	\$ 16,213,906	\$ 16,425	\$ 24,633,906	\$ 716	2.05%	0.44%
2009	\$ 24,030,740	\$ -	\$ 34,570,740	\$ 980	2.70%	0.62%
2010	\$ 140,062,687	\$ 103,418	\$ 155,474,687	\$ 4,405	11.85%	2.90%
2011	\$ 143,224,964	\$ 273,680	\$ 162,304,964	\$ 4,541	11.74%	3.11%
2012	\$ 131,668,293	\$ 549,628	\$ 154,181,272	\$ 4,285	10.66%	2.92%
2013	\$ 127,395,741	\$ 542,670	\$ 150,551,540	\$ 4,157	9.94%	2.93%

Source: Audited Financial Statements, U. S. Census

Direct and Overlapping Governmental Activities Debt

As of June 30, 2013

<u>Town of Braintree, Massachusetts</u>	<u>Debt Outstanding</u>	<u>Percentage Applicable (1)</u>	<u>Estimated Share of Overlapping Debt</u>	<u>Current Year Assessment for Operations and Debt Service</u>
Norfolk County.....	\$ 12,860,000	5.36%	\$ 689,682	\$ 259,040
Town debt.....			23,155,799	
Town capital leases.....			149,204	
Total Town direct debt.....			<u>23,305,003</u>	
Total direct and overlapping debt.....			<u>\$ 23,994,685</u>	

Source: Treasurer's Office, Town of Braintree

Note: The Town obtains the debt outstanding and percentages directly from the entities.

Note: Overlapping governments are those that coincide, at least in part, with geographic boundaries of the Town. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the taxpayers of the Town. This process recognizes that, when considering the government's ability to issue and repay long-term debt, the entire debt burden borne by the property taxpayers should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt, of each overlapping government.

(1) County expenses, including debt service, are assessed upon the towns within the county in proportion to their taxable valuation.

Computation of Legal Debt Margin

Last Ten Fiscal Years

	Fiscal Year									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Equalized Valuation.....	\$ 4,894,372,100	\$ 4,894,372,100	\$ 5,878,650,200	\$ 5,878,650,200	\$ 6,103,206,100	\$ 6,103,206,100	\$ 5,803,418,500	\$ 5,803,418,500	\$ 5,627,043,400	\$ 5,627,043,400
Debt Limit - 5% of Equalized Valuation.....	\$ 244,718,605	\$ 244,718,605	\$ 293,932,510	\$ 293,932,510	\$ 305,160,305	\$ 305,160,305	\$ 290,170,925	\$ 290,170,925	\$ 281,352,170	\$ 281,352,170
Less:										
Outstanding debt applicable to limit.....	9,485,000	8,105,000	9,540,000	10,065,000	11,911,000	129,166,500	122,688,000	119,186,500	115,619,000	111,805,000
Authorized and unissued debt.....	9,351,485	13,931,485	101,272,800	106,696,485	121,696,485	5,609,485	4,017,485	7,254,622	10,452,483	12,394,683
Legal debt margin.....	\$ <u>225,882,120</u>	\$ <u>222,682,120</u>	\$ <u>183,119,710</u>	\$ <u>177,171,025</u>	\$ <u>171,552,820</u>	\$ <u>170,384,320</u>	\$ <u>163,465,440</u>	\$ <u>163,729,803</u>	\$ <u>155,280,687</u>	\$ <u>157,152,487</u>
Total debt applicable to the limit as a percentage of the limit.....	7.70%	9.00%	37.70%	39.72%	43.78%	44.17%	43.67%	43.57%	44.81%	44.14%

Source: Treasurer's Department, Town of Braintree / Official Statements

Demographic and Economic Statistics

Last Ten Fiscal Years

Fiscal Year	Population Estimates	Personal Income	Per Capita Personal Income	Median Age	School Enrollment	Unemployment Rate
2004	33,728	\$ 1,005,555,799	\$ 29,814	40	5,154	5.00%
2005	33,873	\$ 1,050,273,934	\$ 31,006	40	5,252	4.50%
2006	33,681	\$ 1,086,093,568	\$ 32,246	40	5,229	4.70%
2007	34,185	\$ 1,146,439,624	\$ 33,536	40	5,325	4.20%
2008	34,422	\$ 1,200,563,244	\$ 34,878	40	5,443	5.00%
2009	35,294	\$ 1,280,215,743	\$ 36,273	40	5,441	7.80%
2010	35,296	\$ 1,312,199,392	\$ 37,177	40	5,557	8.20%
2011	35,744	\$ 1,382,008,876	\$ 38,664	40	5,565	7.20%
2012	35,981	\$ 1,446,817,954	\$ 40,211	40	5,601	6.00%
2013	36,220	\$ 1,514,666,243	\$ 41,819	40	5,678	5.60%

Source: U. S. Census, Division of Local Services
 Median age is based on most recent census data

Principal Employers
Current Year and Nine Years Ago

Employer	Nature of Business	2013			2004		
		Employees	Rank	Percentage of Total Town Employment	Employees	Rank	Percentage of Total Town Employment
United Liquors	Distributor	800	1	3.04%	-	-	-
Health South/Braintree Rehab	Rehabilitation Hospital	750	2	2.85%	900	2	4.79%
Haemonetics	Biomedical	720	3	2.74%	450	6	2.39%
Macy's	Retail	600	4	2.28%	260	10	1.38%
ING	Financial Services	568	5	2.16%	-	-	-
Verizon	Utility	400	6	1.52%	-	-	-
Sears	Retail	363	7	1.38%	300	8	1.60%
Mass State Lottery	State Agency	300	8	1.14%	-	-	-
Symmons Industries	Plumbing Manufacturer	290	9	1.10%	300	9	1.60%
Nordstrom	Retail	250	10	0.95%	-	-	-
Boston Financial Data Services	Account Services	-	-	-	1,200	1	6.39%
NYNEX	Utility	-	-	-	640	3	3.41%
Filene's	Retail	-	-	-	600	4	3.19%
South Shore VNA	Visiting Nurses Association	-	-	-	476	5	2.53%
Harvard/Pilgrim Health Care	Health Care	-	-	-	300	7	1.60%
		<u>4,241</u>		<u>16.12%</u>	<u>5,426</u>		<u>28.87%</u>

Source: Massachusetts Workplace Development Agency & the Town's personnel and department records.

Full-time Equivalent Town Employees by Function

Last Ten Fiscal Years

	Fiscal Year									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Function:										
General government.....	48	52	55	55	47	45	38	41	42	43
Police.....	76	84	91	94	91	84	82	81	83	90
Fire.....	81	85	89	90	92	88	87	87	86	83
Education.....	612	626	639	652	666	674	648	675	689	714
Public works.....	44	47	50	46	44	48	43	39	39	38
Human services.....	10	11	11	11	13	10	10	11	11	12
Culture and recreation.....	18	19	19	18	19	20	19	19	19	20
Water & Sewer	23	26	29	27	29	23	21	23	23	24
Golf.....	9	9	10	10	10	9	9	9	9	9
Electric Light	108	110	111	111	107	111	111	110	110	110
Total	<u>1,029</u>	<u>1,069</u>	<u>1,103</u>	<u>1,113</u>	<u>1,117</u>	<u>1,111</u>	<u>1,067</u>	<u>1,094</u>	<u>1,110</u>	<u>1,143</u>

Source: Town personnel records and various Town departments.

Operating Indicators by Function/Program

Last Ten Fiscal Years

Function/Program	Fiscal Year									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
General Government										
Population.....	32,972	32,760	32,669	32,474	32,434	32,931	35,744	35,744	35,744	35,744
Registered voters, annual town election.....	7,666	7,229	6,254	9,541	N/A	6,178	N/A	7,500	N/A	N/A
Town Clerk										
Births.....	367	364	397	413	371	412	365	380	411	407
Marriages.....	214	177	173	198	145	189	197	213	234	193
Deaths.....	517	554	473	471	480	440	465	465	469	500
Police										
Accidents covered by an officer.....	1,362	1,320	1,213	1,302	1,199	1,152	1,247	1,177	287	481
Citations issued.....	4,877	6,594	12,052	9,957	5,786	3,833	3,849	2,722	1,304	3,737
Arrests.....	809	935	1,206	1,107	1,085	813	766	754	262	835
Larcenies.....	910	933	915	917	881	802	662	615	245	511
Fire										
Fires.....	136	141	101	143	102	84	116	92	94	64
Emergency medical service.....	2,124	2,301	2,564	2,620	2,850	3,085	3,107	2,725	1,786	2,629
False alarm.....	714	771	796	839	855	761	676	759	493	773
Other responses.....	1,328	1,418	1,262	1,315	983	1,046	1,150	1,196	948	1,422
Hazmat responses.....	456	465	429	417	363	336	281	360	207	351
Building Department										
Residential building permits issued.....	1,042	938	1,082	998	897	891	950	979	976	850
Non-Residential building permits issued.....	252	264	230	268	315	301	324	295	361	403
Education										
Public school enrollment.....	5,154	5,252	5,229	5,325	5,443	5,441	5,557	5,565	5,601	5,678
Public Works										
Cemetery										
Lots sold.....	N/A	N/A	N/A	N/A	N/A	N/A	N/A	25	15	28
Water										
Service connections.....	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11,497	11,500	11,492
Consumption in billions of gallons.....	1,303	1,367	1,428	1,585	1,542	1,421	1,374	1,371	N/A	1,285
Daily consumption in millions of gallons.....	3.7	3.7	4.0	4.2	3.7	3.6	3.8	3.7	N/A	4.7
Sewer										
Service connections.....	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11,500	11,423
Daily average collection (MGD).....	N/A	N/A	N/A	N/A	N/A	6.61	6.97	6.52	6.89	6.66
Highway										
Miles of public road.....	126.7	127.2	127.2	129.0	129.0	129.0	129.0	129.0	129.0	130.0
Human Services										
Board of Health										
Inspections.....	1,491	1,473	1,478	1,531	1,324	1,257	1,151	1,338	1,321	1,263
Council on Aging										
Home delivered meals.....	1,718	1,095	825	1,213	634	1,220	616	N/A	N/A	N/A
Transportation.....	3,311	3,187	3,298	3,459	3,595	3,783	3,917	3,763	4,121	5,280
Volunteer service hours.....	7,575	6,883	7,164	10,182	10,431	9,322	7,252	6,583	6,029	5,214
Fitness/exercise program participants.....	2,498	2,456	2,567	2,980	3,343	3,396	3,588	3,673	3,734	3,420
Recreation/social event participants.....	6,880	7,018	7,496	7,342	7,444	8,182	7,739	8,242	9,221	8,200
Libraries										
Volumes in collection.....	118,174	122,976	125,300	123,920	151,406	154,966	157,057	157,764	125,145	131,000
Circulation.....	250,406	270,668	280,937	198,710	306,081	320,510	350,966	384,947	379,752	293,733
Program attendance.....	5,942	6,863	6,564	5,892	6,473	7,881	7,605	10,279	11,011	9,421

Source: Various Town Departments
 N/A: Information not available

Capital Asset Statistics by Function/Program

Last Ten Fiscal Years

Function/Program	Fiscal Year									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
General Government										
Number of buildings.....	4	4	4	4	4	4	8	8	8	8
Police										
Number of stations.....	1	1	1	1	1	1	1	1	1	1
Fire										
Number of stations.....	3	3	3	3	3	3	3	3	3	3
Number of vehicles.....	17	17	17	17	17	17	17	17	17	17
Education										
Number of elementary schools.....	7	6	6	6	6	6	6	6	6	6
Number of middle schools.....	2	2	2	2	2	2	2	2	2	2
Number of high schools.....	1	1	1	1	1	1	1	1	1	1
Number of other buildings.....	4	5	5	5	5	5	5	5	5	5
Public Works										
Water mains (miles).....	161	161	161	161	161	161	161	161	161	161
Fire hydrants.....	1,211	1,211	1,211	1,211	1,211	1,211	1,211	1,211	1,211	1,211
Sanitary sewers (miles).....	138	138	138	138	138	138	138	138	138	138
Number of wells.....	1	1	1	1	1	1	1	1	1	1
Number of water storage tanks.....	5	5	5	5	5	5	4	4	4	4
Number of pump stations.....	15	15	15	15	15	15	15	15	15	15
Human Services										
Senior center.....	1	1	1	1	1	1	1	1	1	1
Culture and Recreation										
Recreation building.....	1	1	1	1	1	1	1	1	1	1
Library.....	1	1	1	1	1	1	1	1	1	1

Source: Various Town Departments

TOWN OF BRAINTREE, MASSACHUSETTS

REPORTS ON FEDERAL AWARD PROGRAMS

FISCAL YEAR ENDED JUNE 30, 2013

TOWN OF BRAINTREE, MASSACHUSETTS
REPORTS ON FEDERAL AWARD PROGRAMS
FISCAL YEAR ENDED JUNE 30, 2013

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

Independent Auditor's Report

To the Honorable Mayor and the Town Council
Town of Braintree, Massachusetts

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Braintree, Massachusetts, as of and for the year ended June 30, 2013 (December 31, 2012 for the Braintree Contributory Retirement System and the Braintree Electric Light Department), and the related notes to the financial statements, which collectively comprise the Town of Braintree, Massachusetts' basic financial statements, and have issued our report thereon dated December 17, 2013. Our report includes a reference to other auditors who audited the financial statements of the Braintree Electric Light Department, as described in our report on the Town of Braintree, Massachusetts' financial statements. The financial statements of the Braintree Electric Light Department were not audited in accordance with *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Town of Braintree, Massachusetts' internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town of Braintree, Massachusetts' internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Braintree, Massachusetts' 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. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

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

Compliance and Other Matters

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

Purpose of this Report

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

A handwritten signature in black ink that reads "Powers + Juliani, LLC". The signature is written in a cursive, flowing style.

December 17, 2013



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**REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM;
REPORT ON INTERNAL CONTROL OVER COMPLIANCE; AND REPORT
ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
REQUIRED BY OMB CIRCULAR A-133**

Independent Auditor's Report

To the Honorable Mayor and the Town Council
Town of Braintree, Massachusetts

Report on Compliance for Each Major Federal Program

We have audited the Town of Braintree, Massachusetts' compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of the Town of Braintree, Massachusetts' major federal programs for the fiscal year ended June 30, 2013. The Town of Braintree, Massachusetts' major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

The Town of Braintree, Massachusetts' basic financial statements include the operations of the Braintree Electric Light Department, which did not receive any federal awards during the year ended December 31, 2012. Our audit, as described below, did not include the operations of the Braintree Electric Light Department because the Department engaged other auditors to perform an audit of their financial statements.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the Town of Braintree, Massachusetts' major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Town of Braintree, Massachusetts' compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

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

Opinion on Each Major Federal Program

In our opinion, the Town of Braintree, Massachusetts complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2013.

Report on Internal Control Over Compliance

Management of the Town of Braintree, Massachusetts is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Town of Braintree, Massachusetts' internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Town of Braintree, Massachusetts' internal control over compliance.

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

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

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by OMB Circular A-133

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Braintree, Massachusetts, as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the Town of Braintree, Massachusetts' basic financial statements. We issued our report thereon dated December 17, 2013, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for the purposes of additional analysis as required by OMB Circular A-133 and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates 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 financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used

to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

Powers + Juliani, LLC

December 17, 2013

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

FOR THE FISCAL YEAR ENDED JUNE 30, 2013

<u>Federal Grantor/Program Title</u>	<u>Federal CFDA Number</u>	<u>Expenditures</u>
U.S. DEPARTMENT OF AGRICULTURE:		
<u>Passed through State Department of Elementary and Secondary Education:</u>		
Non-Cash Assistance (Commodities):		
National School Lunch Program	10.555	\$ 165,073
Cash Assistance:		
School Breakfast Program	10.553	58,197
National School Lunch Program	10.555	464,083
		<hr/>
TOTAL AGRICULTURE		687,353
U.S. DEPARTMENT OF DEFENSE:		
<u>Passed through State Military Division:</u>		
National Guard Military Operations and Maintenance Projects, Recovery Act	12.401	4,479
		<hr/>
U.S. DEPARTMENT OF CRIMINAL JUSTICE:		
<u>Direct Programs:</u>		
Federal Equitable Sharing Program	16.UNK	52,577
Bulletproof Vest Partnership Program	16.607	12,225
		<hr/>
TOTAL CRIMINAL JUSTICE		64,802
U.S. DEPARTMENT OF TRANSPORTATION:		
<u>Passed through Governor's Highway Safety Bureau:</u>		
Interagency Hazardous Materials Public Sector Training and Planning Grants	20.703	5,071
		<hr/>
ENVIRONMENTAL PROTECTION AGENCY:		
<u>Passed through State Office of the Administrator:</u>		
Performance Partnership Grants	66.605	2,000
		<hr/>
U.S. DEPARTMENT OF EDUCATION:		
<u>Passed through State Department of Elementary and Secondary Education:</u>		
Title I Grants to Local Educational Agencies	84.010	354,601
Special Education Grants to States	84.027	1,449,824
Safe and Drug-Free Schools and Communities State Grants	84.186	16,200
English Language Acquisition	84.365	24,383
Improving Teacher Quality State Grants	84.367	89,601
Race-to-the-Top Incentive Grants, Recovery Act	84.395	33,802
Education Jobs Fund	84.410	83,974
<u>Passed through State Department of Early Education and Care:</u>		
Special Education Preschool Grants	84.173	32,948
		<hr/>
TOTAL EDUCATION		2,085,333
SOCIAL SECURITY ADMINISTRATION:		
<u>Passed through Massachusetts Rehabilitation Commission:</u>		
Social Security Disability Insurance	96.001	400
		<hr/>
U.S. DEPARTMENT OF HOMELAND SECURITY:		
<u>Passed through Massachusetts Executive Office of Public Safety and Security:</u>		
Disaster Grants - Public Assistance	97.036	87,505
Emergency Management Performance Grants	97.042	9,235
		<hr/>
TOTAL EMERGENCY MANAGEMENT		96,740
		<hr/>
TOTAL		\$ 2,946,178
		<hr/> <hr/>

See notes to schedule of expenditures of federal awards.

Note 1 – Definition of Reporting Entity

The accompanying Schedule of Expenditures of Federal Awards presents the activity of all federal financial assistance programs of the Town of Braintree, Massachusetts. All federal financial assistance received directly from federal agencies as well as federal financial assistance passed through other governmental agencies is included on the schedule.

Note 2 – Significant Accounting Policies

The accounting and reporting policies of the Town of Braintree, Massachusetts, are set forth below:

- (a) Basis of Presentation – The accompanying Schedule of Expenditures of Federal Awards is presented on the cash basis of accounting. Accordingly, grant revenues are recognized when received and expenditures when paid.
- (b) Cash Assistance – School Breakfast and Lunch Program – Program expenditures represent federal reimbursement for meals provided during the fiscal year.
- (c) Non-Cash Assistance (Commodities) – School Lunch Program – Program expenditures represent the value of donated foods received during the fiscal year.
- (d) Disaster Grants have been recorded the year the grant was approved.

Note 3 – Program Clusters

In accordance with Subpart A §_105 of OMB Circular No. A-133, *Audits of States, Local Governments and Non Profit Organizations*, certain programs have been clustered in determining major programs. The following represents the clustered programs applicable to the Town of Braintree:

<u>Name of Cluster/Program</u>	<u>CFDA Number</u>
Child Nutrition Cluster	
School Breakfast Program	10.553
National School Lunch Program	10.555
Special Education Cluster	
Special Education Grants to States (IDEA, Part B)	84.027
Special Education Preschool Grants (IDEA, Preschool)	84.173

A. Summary of Auditor’s Results

1. The auditor’s report expresses an unmodified opinion on the financial statements of the Town of Braintree, Massachusetts.
2. No significant deficiencies relating to the audit of the financial statements are reported in the Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*.
3. No instances of noncompliance material to the financial statements of the Town of Braintree, Massachusetts were disclosed during the audit.
4. No significant deficiencies relating to the audit of the major federal award programs are reported in the Report on Compliance for Each Major Federal Program; Report on Internal Control Over Compliance; and Report on the Schedule of Expenditures of Federal Awards Required by OMB Circular A-133.
5. The auditor’s report on compliance for the major federal award programs for the Town of Braintree, Massachusetts, expresses an unmodified opinion.
6. There were no audit findings relative to the major federal award programs of the Town of Braintree, Massachusetts.
7. The programs tested as major grants include:

<u>Program Title</u>	<u>CFDA Number</u>
Special Education Grants to States	84.027
Special Education Preschool Grants	84.173

8. The threshold for distinguishing Types A and B programs was \$300,000.
9. The Town of Braintree, Massachusetts was determined to be a low-risk auditee.

B. Findings – Financial Statements Audit

None

C. Findings and Questioned Costs – Major Federal Award Program Audit

None

D. Prior Year Audit Findings and Questioned Costs**SIGNIFICANT DEFICIENCY**

2012-001: Lack of Timely Postings and Reconciliations in the Treasury Department

Condition and Criteria: Since fiscal year 2009 and continuing through fiscal year 2012, the Treasurer's office has been operating with less than a full staff. The Treasurer's position has turned over 3 times and certain tasks have not been completed on a consistent basis including the timely postings of cash receipts to the general ledger and monthly reconciliations of cash and accounts receivables to the general ledger balances and to the Accountant's balances. The department has retained the help of a part-time outside consultant to assist in getting the cash postings and bank reconciliations brought up-to-date but this situation continues to exist.

Effect: The overall effect of this deficiency deteriorates management's ability to properly report financial information on a timely basis and potentially impedes management's ability to safeguard its assets.

Cause: Lack of proper staffing in the department to achieve management's objectives and adherence to internal control policies.

Recommendation: In order to strengthen internal controls over financial reporting and to safeguard the Town's assets we recommend that management should take whatever actions may be necessary to ensure that the day-to-day activities of the Treasury Department are being completed on a timely basis and that detailed reconciliations with the general ledger balances and with other departments are occurring on a routine basis as prescribed by management.

Management's Response/Current Status: The Town has hired an experienced Treasurer/Collector who started in the fall of 2012. Cash and accounts receivable reconciliations have been performed on a monthly basis since that time, and the new Treasurer and the Town Accountant have been working closely together installing new accounting and financial reporting software throughout the Town. Continued improvements are being made to the cash receipts and reporting system.

This Significant Deficiency from our 2012 audit has been deemed to be in the process of being corrected in our 2013 audit. No similar matters were noted during our current year audits.

Thomas M. Bowes
President
District 3

Shannon L. Hume
At Large

CHARLES B. Ryan
At Large

CHARLES C. Kokoros
District 1

JOHN C. MULLANEY
District 2



Sean E. Powers
Vice President
At Large

Stephen C. O'Brien
District 4

Michael J. Owens
District 5

PAUL "DAN" CLIFFORD
District 6

OFFICE OF THE TOWN COUNCIL

March 4, 2014

MINUTES

A meeting of the Town Council was held in the Horace T. Cahill Auditorium, Braintree Town Hall, on Tuesday, March 4, 2014 beginning at 5:15p.m.

Council President Bowes was in the chair.

The Clerk of the Council conducted the roll call.

Present: Thomas Bowes, President
Sean Powers, Vice President
Shannon Hume
Charles Ryan
Charles Kokoros
John Mullaney
Stephen O'Brien
Michael Owens
Paul Dan Clifford

Others: Mayor Sullivan
Michael Coughlin, Chief of Staff and Operations
Lisa Berch, Attorney for Elmlawn LLC

CORRESPONDENCE

ANNOUNCEMENTS

- Councilor Hume: BFFE Fundraising Event / Ross School Road Race
- Councilor Clifford : Highland School Road Race
- 011 14 Councilor O'Brien: White's Hill Subdivision Planning Board Meeting Date Change
- Council President: EPA/CHI Draft Permit Public Meeting

APPROVAL OF MINUTES

- February 25, 2014

Motion: by Councilor Powers to approve minutes of February 25, 2014

Second: by Councilor Kokoros

Vote: For (8), Against (0), Abstain (1- Ryan)

CITIZEN CONCERNS/COUNCIL RESPONSE

None

OLD BUSINESS

- **13 062 Elmlawn LLC: Street Acceptance – Elmlawn Road Extension or take up any action relative thereto (PUBLIC HEARING)**

Motion by Councilor Powers to open public hearing on Order 13 062.

Motion: by Councilor Powers

Second: by Councilor Kokoros

Vote: For (9), Against (0)

Councilor Mullaney, Chairman of the Committee on Ways and Means, reported that the Committee held a meeting on January 25, 2014 and members voted favorable action on the street acceptance.

Council President Bowes asked if any member of the Council or anyone from the public would like to speak on the issue. Mr. James Cesarz of 210 Elmlawn Road asked if Mento Company would no longer be responsible for plowing the road in the future. Council President Bowes responded yes. Mayor Sullivan noted that after the last snow storm he observed the sub-par plowing of the street and ordered the DPW to clear the street properly. Mr. Cesarz then informed members that he had reported a crack at the end of his driveway in October, 2013 and it has not been repaired yet. Councilor Kokoros stated that the street and sidewalk have to be built to standard for it to be accepted. Councilor O'Brien asked if this was the first time he has reported the crack to the town. Mr. Cesarz reported that it was. Attorney Berch, representing Elmlawn LLC, reported that it was the first time she has heard of the crack. Councilor Kokoros asked are there any other areas of concern. Mr. Cesarz wanted to know who was going to maintain the island in the middle of the cul-de-sac. Councilor Mullaney asked that the street acceptance be tabled to allow the town to respect the road once again and address all the issues.

Motion: by Councilor Mullaney to continue the public hearing until May 13, 2014

Second: by Councilor Kokoros

Vote: For (9), Against (0)

- **14 010 Mayor: Appointment-Chief of Staff and Operations – Michael Coughlin or take up any action relative thereto**

Councilor Mullaney, Chairman of the Ways & Means Committee reported, the Committee has recommended favorable action.

Motion by Councilor Powers to approve the appointment of Michael Coughlin as Chief of Staff and Operations.

Motion: by Councilor Powers
Second: by Councilor Kokoros
Vote: For (9), Against (0)

NEW BUSINESS

Refer to Committee on Personnel Issues

- **013 14 Council President: Re-Appointment Clerk of the Council or take up any action relative thereto**

Councilor Ryan asked when the last employee evaluation was conducted. The Clerk of the Council responded that it was done in September 2012. Councilor Ryan asked if an updated employee evaluation be completed prior to the next Council meeting. Council President Bowes instructed the Clerk of the Council to provide members with the necessary forms.

Motion: by Councilor Powers to refer to Committee
Second: by Councilor Mullaney
Vote: For (9), Against (0)

Executive Session

- 010 14 Council President: **Third Executive Session** pursuant to G.L. c. 30A, Sec. 21(a) purpose number 3: “To discuss with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

At the conclusion of the executive session the Council will reconvene in open session only to adjourn the meeting.

On a roll-call vote to go into Executive Session:

Powers – Yes	Ryan – Yes	Hume - Yes
Kokoros – Yes	Mullaney – Yes	Bowes – Yes
O’Brien – Yes	Owens – Yes	Clifford – Yes

Council President Bowes reported that no action is need on Order 006 14.

- 006 14 Council President: **Second Executive Session** pursuant to G.L. c. 30A, Sec. 21(a) purpose number 1: “To discuss the reputation, character, physical condition or mental health, rather than the professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or changes brought against, a public officer, employee, staff member or individual.”

Councilor Kokoros made a motion to move the meeting to the Johnson Chambers for Executive Session.

On a roll-call vote

Powers – Yes	Ryan – Yes	Hume - Yes
Kokoros – Yes	Mullaney – Yes	Bowes – Yes
O’Brien – Yes	Owens – Yes	Clifford – Yes

At 7:10pm, on a roll-call vote, the Council came out of executive session.

Powers – Yes	Ryan – Yes	Hume - Yes
Kokoros – Yes	Mullaney – Yes	Bowes – Yes
O’Brien – Yes	Owens – Yes	Clifford – Yes

The Clerk of the Council requested that members move from Johnson Chambers to the Cahill Auditorium and reconvene the meeting in open session. No one was in the auditorium prior to adjournment.

ADJOURNMENT

It was unanimously voted to adjourn the meeting at 7:15p.m.

Respectfully submitted,
James M. Casey
Clerk of the Council

Documents provided for Meeting

- February 25, 2014 Minutes
- 13 062 Elmlawn LLC: Street Acceptance – Elmlawn Road Extension or take up any action relative thereto (**PUBLIC HEARING**)
- 14 010 Mayor: Appointment-Chief of Staff and Operations – Michael Coughlin or take up any action relative thereto
- 013 14 Council President: Re-Appointment Clerk of the Council or take up any action relative thereto
- 010 14 Council President: **Third Executive Session** pursuant to G.L. c. 30A, Sec. 21(a) purpose number 3: “To discuss with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.
- 006 14 Council President: **Second Executive Session** pursuant to G.L. c. 30A, Sec. 21(a) purpose number 1: “To discuss the reputation, character, physical condition or mental health, rather than the professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or changes brought against, a public officer, employee, staff member or individual.”



14 - 008

Office of the Mayor

One JFK Memorial Drive
Braintree, Massachusetts 02184

RECEIVED TOWN CLERK
BRAINTREE, MA
2014 FEB 10 AM 11:13

Joseph C. Sullivan
Mayor

781-794-8100

To: Thomas M. Bowes, President of the Council
Clerk of the Council
Town Clerk

Cc: Michael Coughlin, Chief of Staff and Director of Operations
Edward Spellman, Director of Municipal Finance
Dr. Maureen Murray, Superintendent of Schools

From: Joseph C. Sullivan, Mayor

Date: February 10, 2014

RE: East Middle School Feasibility Study

As we move forward with the East Middle School project in partnership with the Massachusetts School Building Authority (MSBA) the next step in the application process is to complete a feasibility study for the project. This study will allow us to identify the costs for repairs and renovations. This information will accompany the final application for The East Middle School for approval by the MSBA. The MSBA participation is anticipated to be approximately 48% of the total project cost which is similar to the funding formula for the South Middle School project completed three years ago. The utilization of cash reserve on this important project is to demonstrate our commitment to accomplishing this feasibility study in an accelerated manner.

Below please find the request for the East Middle School Feasibility Study and funding in the format required by the MSBA. Accordingly, your review and approval of the following motion is requested:

ARTICLE

To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the School Building Committee for the feasibility study for extraordinary repairs, including but not limited to

the replacement of the HVAC system, including the boiler, electrical system upgrades and expansions, installation of new ceilings and lighting, installation of a fire suppression system, and floor tile replacement, at the East Middle School, located at 305 River Street, Braintree, Massachusetts 02184, for which feasibility study the Town may be eligible for a grant from the Massachusetts School Building Authority. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in connection with the feasibility study in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town.

ORDER

That the Town appropriate the amount of Three Hundred Thousand (\$300,000) Dollars for the purpose of paying costs of for the feasibility study for extraordinary repairs to the East Middle School, located at 305 River Street, Braintree Massachusetts 02184, including the payment of all costs incidental or related thereto, and for which the Town may be eligible for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of the School Building Committee. To meet this appropriation the sum of Three Hundred Thousand \$300,000 Dollars be transferred from the Fiscal Year 2013 certified free cash. The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town.

Since these requests involve the appropriation of funds within the fiscal year 2014 budget, advertising and a public hearing is required under the sections 2-9 and 6-7 of the Town Charter.



#14-009

Office of the Mayor

One JFK Memorial Drive
Braintree, Massachusetts 02184

Joseph C. Sullivan
Mayor

781-794-8100

To: Thomas M. Bowes, President of the Council
Clerk of the Council
Town Clerk

Cc: Michael Coughlin, Chief of Staff and Director of Operations
Edward Spellman, Director of Municipal Finance

From: Joseph C. Sullivan, Mayor *JCS*

Date: February 10, 2014

RE: Supplemental Appropriations FY14

RECEIVED TOWN CLERK
BRAINTREE, MA
2014 FEB 10 AM 11:13

You may recall that, earlier in fiscal year 2014, we set aside funds in the 9C reserve fund in anticipation that there may be some additional needs through the course of the fiscal year. This reserve fund and the stabilization fund are available as funding sources for areas that need supplemental transfers. Additionally, we are also recommending the use of Free Cash for several onetime Capital items. A list of requests for the DPW, Legal, Fire and Schools are enclosed. An explanation of each will be provided at the public hearing.

Item # 15 is to appropriate funds to allow us to prepare the Monatiquot School for its opening in September 2014 as a centralized kindergarten center to free up classroom space to help us manage class sizes at our Towns six elementary schools. You will note that this is a onetime expenditure that we are able to accomplish with cash reserves and not from our capital account. Thank you for your attention to these matters.

Accordingly, your review and approval of the following motions are requested:

- 1 DPW
MOTION: That the sum of \$5,000 be transferred from the Finance Department/
Program 01- Administration / 9C Reserve account to the DPW Department /
Program 10- Traffic / Roadway Marking account.
- 2 DPW
MOTION: That the sum of \$20,000 be transferred from the Town's Stabilization
Fund to the DPW Department / Program 6- Highway / Tree Removal account.
- 3 DPW
MOTION: That the sum of \$25,000 be transferred from the Finance Department/
Program 01- Administration / 9C Reserve account appropriated to the DPW
Department / Program 18- Grounds Maintenance / Fertilizers-Lime account.
- 4 DPW
MOTION: That the sum of \$81,786 be transferred from Fiscal Year 2013
certified Free Cash to DPW Department / Program 12- Environmental Affairs
and Solid Waste Collection/ Bin-Cart account.
- 5 DPW
MOTION: That the sum of \$2,500 be transferred from the Town's Stabilization
Fund to the DPW Department / Program 9- Highway / Police Detail account.
- 6 DPW
MOTION: That the sum of \$60,000 be transferred from the Town's Stabilization
Fund to the DPW Department / Program 2- Facilities and Equipment Maintenance
Highway / Building Repairs account.
- 7 DPW
MOTION: That the sum of \$3,500 be transferred from be transferred from the
Finance Department/ Program 01- Administration / 9C Reserve account to the
DPW Department/ Program 02- Facilities and Equipment Maintenance /
Consultant account.
- 8 FIRE
MOTION: That the sum of \$100,000 be transferred from the Fire Department/
Program 04- Fire suppression / Uniform branch account to the Fire Department/
Program 04- Fire Suppression /Overtime account.
- 9 FIRE
MOTION: That the sum of \$150,000 be transferred from be transferred from the
Finance Department/ Program 01- Administration / 9C Reserve account to the
Fire Department/ Program 04- Fire Suppression /Overtime account.

10 FIRE

MOTION: That the sum of \$45,000 be transferred from Fiscal Year 2013 certified Free Cash to the Fire Department/ Program 02- Building Maintenance / Equipment Maintenance account.

11 FIRE

MOTION: That the sum of \$25,000 be transferred from Fiscal Year 2013 certified Free Cash to the Fire Department/ Program 03- Equipment Maintenance / Equipment Maintenance account.

12 FIRE

MOTION: That the sum of \$45,000 be transferred from Fiscal Year 2013 certified Free Cash to the Fire Department/ Program 03- Equipment Maintenance / Parts and Accessories account.

13 Legal Services

MOTION: That the sum of \$25,000 be transferred from the Town's Stabilization Fund to the Law Department/ Program 01- Administration / Legal Services account.

14 Legal Services

MOTION: That the sum of \$36,054 be transferred from the Town's Stabilization Fund to the Law Department/ Program 01- Administration / Town Solicitor account.

15 SCHOOL

MOTION: That the sum of \$167,000 be transferred from Fiscal Year 2013 certified Free Cash to the Capital projects fund School Department / Program 30-300 Capital / Monatiquot School account.

16 POLICE

MOTION: That the sum of \$1,500 be transferred from the Town's Stabilization Fund to the Police Department / Program 04 Patrol Bureau/ EMS Supplies account.

Since these requests involve the appropriation of funds within the fiscal year 2014 budget, advertising and a public hearing is required under the sections 2-9 and 6-7 of the Town Charter.



#14-011

Office of the Mayor

One JFK Memorial Drive
Braintree, Massachusetts 02184

Joseph C. Sullivan
Mayor

781-794-8100

To: Thomas M. Bowes, President of the Council
Clerk of the Council
Town Clerk

From: Joseph C. Sullivan, Mayor

JCS

Cc: Edward Spellman, Director of Municipal Finance
Michael Coughlin, Chief of Staff and Director of Operations

Date: February 20, 2014

RE: Line Item Transfers to Fund Braintree Professional Managers Association (BPMA)
Collective Bargaining Agreement

RECEIVED TOWN CLERK
BRAINTREE, MA
2014 FEB 20 AM 10:09

I am pleased to report that collective bargaining agreements have been reached between the Town of Braintree and the association representing Braintree Professional Managers Association (BPMA). The agreements include a two percent (2%) wage increase for the current fiscal year and a 4% in year two and 0% in year three. It is a fair and affordable agreement. In anticipation of approval of an agreement, funds were appropriated to a salary reserve account and the 9c reserve account in the previously approved Fiscal Year 2014 budget. No new or additional appropriation of funds is required to fund this agreement. Therefore, I offer the following motion to transfer funds from the approved Fiscal Year 2014 budget to the various budget line items to fund the agreement:

MOTION:

That the Town vote to amend the wage and salary classification schedules, as most recently amended by appropriating the sum of \$53,749.62 for the purpose of funding a wage increase for Braintree Professional Managers Association (BPMA) effective July 1, 2013, and for this purpose, the sum of \$13,283.84 be transferred from the Human Resources Department/Program 02 Employee Benefits/Benefits Reserve account and the sum of \$40,465.78 be transferred from the Finance Department/ program 01 Administration /9C reserve account, and further, that the Director of Municipal Finance is authorized to allocate said sums to and among the various accounts affected thereby in such amounts as are proper and required. Since these requests involve the appropriation of funds within the fiscal year 2014 budget, advertising and a public hearing is required under the sections 2-9 and 6-7 of the Town Charter.

TOWN OF BRAINTREE
 BPMA FY14 Costs for Transfers

#14-011

BPMA Salaries

<u>Title</u>	<u>Grade</u>	<u>2% & Step</u>
Financial Coordinator	M-11	1,201.99
Deputy Assessor	M-16	1,599.19
Golf Superintendent	M-17	1,654.45
Town Engineer	M-23	2,076.71
Health Code Enforcement Officer	M-12	1,372.92
Recreation & Events Coordinator	M-16	3,401.39
Assistant Library Director	M-12	1,288.63
Environmental Health Specialist	M-11	1,321.05
Water Works Superintendent	M-15	1,535.85
Local Building Inspector/Sealer	M-12	1,372.92
Code Compliance Officer	M-13	1,424.80
Deputy Chief	M-24	1,881.26
Local Building Inspector/Sealer	M-12	2,310.36
Wire Inspector	M-11	1,321.05
Highway & Grounds Superintendent	M-21	3,911.79
Town Accountant	M-16	1,595.19
Plumbing/Gas Inspector	M-11	1,321.57
Local Building Inspector/Sealer	M-12	1,372.91
Staff Executive	M-11	1,321.05
DPW Office Manager	M-12	1,372.92
Assistant Town Engineer	M-18	1,721.07
Public Health Nurse	M-12	1,372.92
Assistant Highway Superintendent	M-15	1,960.19
Administrative Assistant	M-5	1,061.81
Conservation Planner	M-13	1,424.80
Principal Planner	M-13	1,424.80
Administrative Assistant	M-6	1,442.65
Library Director	M-18	2,578.05
Assistant Town Clerk	M-8	1,434.80
Assistant Grounds Superintendent	M-15	1,535.85
System Operator	M-15	1,535.85
Veteran's Agent	M-6	1,098.83
CDL renewals		300.00
CDL courses		200.00
		<u>53,749.62</u>

**Memorandum of Understanding
Collective Bargaining between
The Town of Braintree and the Braintree Professional Management
Association**

September 10, 2013

The following items shall serve as agreed upon amendments to the Collective Bargaining Agreement between the Town of Braintree and the Braintree Professional Management Association:

- Amend date contained in "Preamble" from 2010 to 2013.
- Amend Article 1 "Recognition and Association Security Clause" Section 1. to remove the position of Library Director" from within the Association in exchange for the position of "Assistant Treasurer/Tax Collector" being included within the Association.
- Amend Article III "Vacations And Holidays" under Section 2 "Vacation Leave" to amend subsection "A" by adding at the end the following language.
"Employees covered by this agreement who retire prior to July 1st of shall have their vacation allotment of that year pro-rated to reflect one half of the full year's vacation time. Employees covered by this agreement who resign from their position within the Association prior to March 31st shall have their vacation allotment of that year pro-rated to reflect one quarter of the full year's vacation time. Resignation prior to June 30th shall have their vacation allotment of that year pro-rated to reflect one half of the full year's vacation time. Resignation prior to September 30th shall have their vacation allotment of that year pro-rated to reflect three-quarters of the full year's vacation time. Persons who are accepting a position within the Association who are currently Town of Braintree Employees shall have prior service credited when calculating the allotment of vacation time they are entitled to for a given year. Members of the Association who have been the subject of layoff who return to a position within the Association shall have prior service credited when calculating the allotment of vacation time they are entitled to for a given year."
- Amend Article III "Vacations And Holidays" under Section 2 "Vacation Leave" by creating subsection "H" to read: "New Employees may not take vacation time within the probationary employment period unless such time is negotiated with the Appointing Authority at the time of hire. Employees who are allowed to take vacation time but do not pass their probationary period shall be responsible for repaying any vacation money issued by the Town".
- Amend Article IV Paid Leaves" under Section 1, Sick Leave to amend subsection A. by adding at the end of the existing paragraph, the following language.
"Employees cover by this agreement who retire prior to July 1st shall have their sick leave allotment for that year pro-rated to reflect one half of the full year's sick leave. Employees covered by this agreement who resign from their position

within the Association prior to March 31st shall have their sick leave allotment for that year pro-rated to reflect one quarter of the full year's sick time. Resignation prior to June 30th shall have their sick time allotment of that year pro-rated to reflect one half of the full year's sick time. Resignation prior to September 30th shall have their sick leave allotment for that year pro-rated to reflect three-quarters of the full year's sick time.

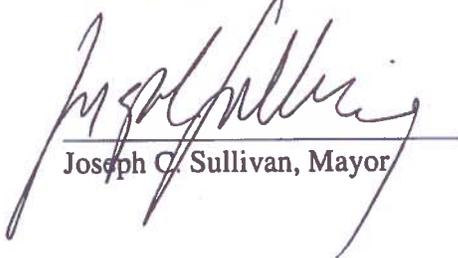
- Amend Article IV "Paid Leaves" under Section 1, Sick Leave, subsection "K" by deleting existing paragraph and replacing it with the following language: "Employees covered by this agreement may convert three (3) sick days for one (1) vacation day with a maximum conversion of thirty (30) sick days per calendar year effective on July 1, 2013 with the understanding that any sick days converted to vacation days will not be eligible for cash conversion at the time of retirement or resignation". Paragraph "F" is amended to state "no sick days that are converted to vacation days are eligible for payment in lieu of vacation as permitted in the paragraph, and further no employee shall be eligible to convert sick days to vacation days in any calendar year in which an employee was prevented from taking vacation."
- Certification/Licensure Provision: Applicable to all positions within BPMA requiring a license or certification be obtained within a certain period of time following appointment to position. New Language: "An employee newly hired into a BPMA position, who as part of their required job qualifications must obtain certification or licensure from a State or Federal Authority within a prescribed period of time and fails to do so within the prescribed time period and/or after exhausting all applications for extension of said time frames to appropriate licensing or certification authority after exhausting all legal remedies shall be dismissed from his/her position. Dismissal under this provision shall not be subject to the grievance and arbitration procedure contained in this CBA. The employee shall provide to the Human Resource Director a copy of any application(s) or appeal(s) for extension(s) of time to comply with the licensing or certification requirements, including the licensing/certification authorities or courts response thereto. The employee may redact any sensitive information from copies of said applications or appeals for extension filed with the Human Resources Director."
- Amend Article IV "Paid Leave" under section 8, Compensatory Time to increase the maximum accrual of compensatory hours from forty (40) to fifty (50) hours.
- Amend Article VII "Staff Development" to reflect an individual increase per course in tuition reimbursement from \$900 to \$1,500 per employee per year. To increase the total yearly benefit in FY 15' from \$11,000 to \$15,000 and FY 16' from \$15,000 to \$20,000 . All courses must be approved by the Department Director.
- Amend Article XVI "Wages" with the understanding that the Town shall provide a "re-opener" clause should any bargaining unit (excepting Braintree Electric Light) negotiate a wage increase greater than six percent over three years. (It shall exclude step increases, stipends, reimbursements, ect.) during the terms of this contract with the following increases in salaries:
Effective July 1, 2013: 2%

Effective July 1, 2014: 4%

Effective July 1, 2015: 0%

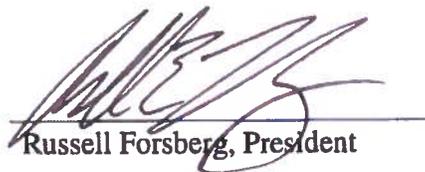
- Amend Article XVI "Wages" with respect to language controlling annual career recognition award payment to reflect that employees of the Town, including employees of the School Department who have been subject to layoff and return to a position within the Association or otherwise transfer into a position within the Association from another Town Department including the School Department, will have prior service time to the Town counted in determining eligibility and amount of such monetary award. This does not apply to persons who leave voluntarily or are terminated for cause.
- Amend Article XXII, "Duration" to reflect the effective dates for this contract from July 1, 2013 through June 30, 2016.
- Implement Direct deposit of all paychecks beginning on July 1, 2014. Employees will provide Treasurer/Collectors Office with necessary paperwork to implement direct deposit.
- Implement bi-weekly pay period no sooner than July 1, 2014 with the provision that members may request through their department payroll Administrator, a weekly check for the initial bi-weekly pay period following the final weekly pay period, provided that the amount of such check shall not exceed the equivalent of one week's pay.
- Amend the job descriptions of the Highway Superintendent, Assistant Highway Superintendent, Assistant Grounds/ Cemetery Superintendent, and Systems Operation Superintendent to require as part of the qualifications for the position that applicants possess or obtain a Commercial Drivers License (CDL). Town of Braintree will pay for cost to take one course to obtain the license, the cost for the license and the cost for any renewals.

For the Town of Braintree



Joseph C. Sullivan, Mayor

For the BPMA



Russell Forsberg, President

Approved as to Form



Town Solicitor



Office of the Mayor

One JFK Memorial Drive
Braintree, Massachusetts 02184

Joseph C. Sullivan
Mayor

781-794-8100

1 4 - 0 1 2

To: Thomas M. Bowes, President of the Council
Clerk of the Council
Town Clerk

From: Joseph C. Sullivan, Mayor *JCS*

Cc: Michael Coughlin, Chief of Staff and Director of Operations
Peter J. Morin, Town Solicitor
Edward Spellman, Director of Municipal Finance
Russell Jenkins, Chief of Police
Barbara Tennison, Chairperson, Commission on Disabilities

Date: February 20, 2014

RE: Parking Ticket Fines and Late Payment Penalties

Parking enforcement may not be the first thing we think about when we think of public safety but it is an important part of making our town roads safe for our residents and thousands of visitors on a daily basis. These fines and penalties are being proposed to help provide smooth traffic flow, safety for pedestrians, allowing access for our handicapped residents and visitors, and providing the necessary access town wide for our fire, police and other emergency vehicles.

It has been a number of years since the Town has reviewed and revised the parking tickets fine structure. The State laws have changed to set a minimum for handicap parking violations for both handicap parking zones and also blocking a handicap curb cut. Accordingly we are proposing several changes to the current parking fines/penalties allowing for the revised state minimum penalty for handicap and bus stop violations. This will send a strong message that we will not tolerate violators absorbing the parking spaces of our disabled neighbors.

We are also seeking to increase several other fines to be consistent with the results of the parking fine survey, done by Ed Spellman, which is attached. The step is to establish a new late payment penalty schedule if parking tickets are not paid within 21

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BRAINTREE, MA

days as set forth in the Massachusetts General Law (MGL) C 90 S 20A for all parking fines. As always, the Braintree Police Department will be responsible for the enforcement of parking throughout town.

Attached for your review please find two documents

The first document begins with a schedule of the Town's current penalty and proposed new penalty schedule and also a new late payment fee schedule. The schedule presents the following information in a column format

- Parking Fine description
- Current penalties
- A) Proposed new Penalties
- B) Proposed new first late fee
- C) Proposed new second late fee
- D) Proposed new Registry of Motor Vehicle (RMV) non-renewal fee

The Proposed new Fines in Column A are the result of a parking fine survey contained in the second attachment. This contains the current rates for Braintree and fourteen area communities and presents their current parking ticket fines. Based on the current Braintree parking fine structure and after a review of the other communities in the survey I am proposing the following two motions, to increase the existing parking fee structure and to institute a new late payment penalty schedule.

That the Town vote to adopt the new parking penalty schedule presented below under the direction of the Director of Municipal Finance as authorized by The Massachusetts General Law Chapter 90 Section2A effective April 1, 2014.

1) Motion To adopt the following new increased parking ticket fines

Motion: That the Town vote to adopt the new parking penalty schedule presented below under the direction of the Director of Municipal Finance as authorized by The Massachusetts General Law Chapter 90 Section2A effective April 1, 2014.

<u>Fine</u>	<u>Current Penalty</u>	<u>New Penalty</u>
handicap parking zone	100	100
blocking handicap curb cut		100
in a bus stop		100
within 10 feet of a fire hydrant	50	50
fire station entrance	15	25
fire lane	15	25
within an intersection	15	15
interfering with snow removal	15	15

1 4 - 0 1 2

on a crosswalk	15	25
on a sidewalk	15	25
blocking public or private driveway	15	25
wrong direction one way street	15	15
within 20 feet of an intersection	15	15
restricted area	15	15
overtime parking	15	15
double parking	15	15
right wheels more than 12" from curb	15	15
on a bridge	15	15
overnight parking	5	5

Communities in addition to the parking ticket fines also impose late payment penalties for those who choose not to pay the parking tickets received within the stated time frame. The reason for imposing a late fees schedule is to improve the collection rate for outstanding tickets. The Town currently has approximately 33% of the tickets issued still outstanding. The vast majority of the residents do not get parking tickets and of the ones that do two-thirds pay them on time. These proposed late fines are for the one-third who get tickets and do not pay them. Below is the time frame I have used in several communities and propose for Braintree moving forward beginning with the original ticket.

Original ticket

1st Late fee 21 days after original ticket issued

2nd Late Fee 30 days after First late fee 51 days from the original ticket

Non-Renewal Fee 30 days after the second late notice 81 days from the original ticket

2) Motion To adopt the following new parking ticket late fees

Motion: That the Town vote to adopt the new parking ticket late fee schedule presented below under the direction of the Director of Municipal Finance as authorized by The Massachusetts General Law Chapter 90 Section 2A effective April 1, 2014.

To adopt the following new late payment penalty schedule

<u>Fine</u>	<u>1ST Late Fee</u>	<u>2ND Late Fee</u>	<u>Non-renewal Fee</u>
abandoned vehicle			
handicap parking zone	10	15	20
blocking hp curb cut	10	15	20
in a bus stop	10	15	20
within 10 feet of a fire hydrant	10	15	20
fire station entrance	10	15	20
fire lane	10	15	20

#14-012

within an intersection	10	15	20
interfering with snow removal	10	15	20
on a crosswalk	10	15	20
on a sidewalk	10	15	20
blocking public or private driveway	10	15	20
wrong direction one way street	10	15	20
within 20 feet of an intersection	10	15	20
restricted area	10	15	20
overtime parking	10	15	20
double parking	10	15	20
right wheels more than 12" from curb	10	15	20
on a bridge	10	15	20
overnight parking	10	15	20

These requests require the modification of ordinances and therefore require publication and a public hearing pursuant to Sections 2-9 and 6-7 of the Town Charter.

<u>Fine</u>	<u>Braintree</u>	<u>Newton</u>	<u>Somerville</u>	<u>Wellesley</u>	<u>Worcester</u>	<u>Framingham</u>	<u>mbta</u>	<u>Hingham</u>	<u>Winchester</u>	<u>Lynn</u>	<u>Quincy</u>	<u>Cambridge</u>	<u>Revere</u>	<u>Barnstable</u>	<u>brookline</u>
abandoned vehicle		250								250					
handicap parking zone	100	100	200	150	200	200	200	100	100	100	150	100	100	100	100
blocking hp curb cut		100	200		200	200	200			20		100	100		100
in a bus stop		15	100		100	15	100	100	25	100	100	100	100		25
within 10 feet of a fire hydrant	50	25	100	25	50	20	50	25	30	20	25	55	50	50	100
fire station entrance	15	15			30						25	30	50	50	25
fire lane	15			50	30		50	25			25	50	50	50	
within intersection		15									25				
within an intersection	15	15									25				25
obstruction other traffic		15									25				
interfering with snow removal	15	20		15				50	30	30	25				25
safety zone		15									25				
on a crosswalk	15	25	50	20	30	20	15	20	25	20	25	35	25	25	25
on a sidewalk	15		30	15	20	20	15	20	25	20	25	35	20	25	25
blocking public or private driveway	15	25	30	15		20		25	30	20	25	30	15	25	25
wrong direction one way street	15	15	30		20	15		25	25	15	25	20		25	25
within 20 feet of an intersection	15	15	40	15	25	20		15	25	20	25	20	25	20	25
restricted area	15	20	30	15		20	15	25	25		25				
overtime parking	15			15		15		25		15	25				
double parking	15				30					20	25				
right wheels more than 12" from curb	15	15	30	15	20	15		15	25	20	25	20	15	25	25
on a bridge	15	15			20						25				25
overnight parking	5	5		15	25		15	25	25	20	25		25	25	30
taxi stand		15	30		20					15	25		15		25
commercial night parking		25	40								25	20			
angle		15								15	25				25
within service zone		15	30								25				
meter violation		15	30	15	15	15			20	15	25	25	20	25	
meter overtime		15		15	15		15		25	10	25	25	20		25
overtime parking		15	25		15		15		20		25	25	20	25	
overtime parking residential zone									30		25				25
school drop off zone		25					15				25				
over 48 hours			30								25				
high school concourse			25								25				
construction zone			30								25				
traffic island / safety zone			30								25	30	25		25
leaving less than 10 ft passage			40	15	20						25				25
obstructing street sweeping			50		50						25				
obstructing snow removal						50					25		20		
no stopping zone			30								25	20			
parking permit			50				15				25		20	25	
obstructing fire lane			100								25				
double parking			50	20		15		25	30	20	25	35	25	25	30
un attached trailer / semi trailer			40								25				
non-compliance moving van permit			50								25				
non-compliance container/ pod snow emergency			50								25				
tow zone snow plowing			100								25		15		
designated fire lane			100								25				
boot fee					75						25				
1 vehicle in two stalls					15		15				25				
2 vehicles in one stall					15						25		15		
loading zone commercial					20				30	20	25			25	25

<u>Fine</u>	<u>Braintree</u>	<u>Newton</u>	<u>Somerville</u>	<u>Wellesley</u>	<u>Worcester</u>	<u>Framingham</u>	<u>mbta</u>	<u>Hingham</u>	<u>Winchester</u>	<u>Lynn</u>	<u>Quincy</u>	<u>Cambridge</u>	<u>Revere</u>	<u>Barnstable</u>	<u>brookline</u>
passenger zone					20						25				30
obstructing excavation					20						25				
parking on median center strip median					20		15				25				25
resident permit parking					25						25	30			25
trespass on city property					25						25				
prohibited zone municipal lot					25						25				
invalid inspection sticker					30						25				
prohibited zone					30						25			25	
winter parking ban perm					30						25				
obstructing public travel					35						25				
tow/ zone					35						25				
winter parking ban					50						25				
invalid vehicle registration					50		100			20	25		20		25
invalid inspection sticker							50			20	25		20		
odd/even side of road year round ban						20					25				
littering highway private property/ waterways						25					25				
non-marked parking space							15	25	25		25	20			
no parking zone							15				25	20			
obstruct public transportation vehicle							100				25				
emergency vehicle parking only							50				25				
blocking access to term/ garage/ yard/lot							25				25				
drop off pick up area							15				25				
taxi stand / bus stop							15				25	20			
restricted area									25	20	25				
snow emergency										50	25	40			50
repair or service of vehicle										30	25	20			
impeding street cleaning										15	25	30			
no standing												20			
50 feet from nearest rail												20			
night parking commercial												20			
display vehicle advertising												20		25	
within an ambulance zone													50		
beach parking regulations														25	

PETITION OF NATIONAL GRID FOR GAS MAIN LOCATIONS

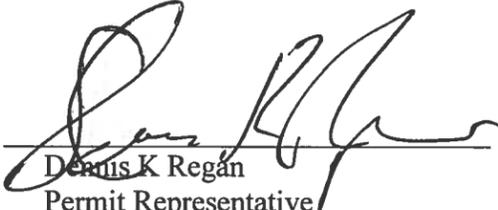
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Town of Braintree / Town Council:

The Nationalgrid hereby respectfully requests your consent to the locations of mains as hereinafter described for the transmission and distribution of gas in and under the following public streets, lanes, highways and places of the **Town of Braintree** and of the pipes, valves, governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and accomplish the objects of said Company; and the digging up and opening the ground to lay or place same:

To install and maintain approximately 30 feet more or less of 2 inch gas main in Woodedge Ave., Braintree from the existing 2 inch gas main near house # 50, westerly to house # 55 for a new gas service.

Date: **March 3, 2014**

By: 
Dennis K Regan
Permit Representative

Town of Braintree / Town Council:

IT IS HEREBY ORDERED that the locations of the mains of the Nationalgrid for the transmission and distribution of gas in and under the public streets, lanes, highways and places of the **Town of Braintree** substantially as described in the petition date **March 3, 2014** attached hereto and hereby made a part hereof, and of the pipes, valves, governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and/or accomplish the objects of said Company, and the digging up and opening the ground to lay or place same, are hereby consented to and approved.

The said Nationalgrid shall comply with all applicable provisions of law and ordinances of the **Town of Braintree** applicable to the enjoyment of said locations and rights.

Date this _____ day of _____, 20 ____.

I hereby certify that the foregoing order was duly adopted by the _____ of the City of _____, MA on the _____ day of _____, 20 ____.

By: _____

Title

MN # 144-8508-960219

**RETURN ORIGINAL TO THE PERMIT SECION
NATIONAL GRID
40 SYLVAN RD, WALTHAM, MA 02451
RETAIN DUPLICATE FOR YOUR RECORDS**

FORM # 1444, Rev. 90

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BRAINTREE, MA
2014 MAR - 3 AM 11:49

#14-013

Office of the
Board of Assessors

ONE JOHN FITZGERALD KENNEDY MEMORIAL DRIVE
BRAintree, MASSACHUSETTS 02184
TEL: (781) 794-8050 • (781) 794-8056
FAX: (781) 794-8068



DATE: March 3, 2014
APPLICANT: National Grid

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BRAintree, MA
2014 MAR - 3 AM 11:48

This is to certify that at the time of submission of this form to the Board of Assessors, the names and addresses of the parties assessed as adjoining owners to the parcel of land shown and described are as written and are the parties according to the records of the Assessors.

Office of the Board of Assessors *(IMB)*

Robert M. Cusack
Chairman

Abutters List

ParcelID	Location	Owner	Co-Owner	Mailing Address	City	State	Zip
1056 0 13	4 WOODEDGE LN	FITZGERALD MICHAEL A	FITZGERALD GREGORY M	4 WOODEDGE LN	Braintree	MA	02184
1056 0 20	9 WOODEDGE LN	MCGAFFIGAN CLAIRE M		9 WOODEDGE LANE	BRAINTREE	MA	02184
1056 0 21	50 WOODEDGE AV	SHAW FLENNARD	SHAW JENNIFER TBYE	50 WOODEDGE AVENUE	BRAINTREE	MA	02184
1056 0 22	35 WOODSIDE AV	BARRY KEVIN		35 WOODSIDE AVENUE	BRAINTREE	MA	02184
1056 0 23	29 WOODSIDE AV	NAUGHTON GERARD P	NAUGHTON MELANIE P JTS	29 WOODSIDE AVENUE	BRAINTREE	MA	02184
1056 0 31	36 WOODSIDE AV	BRENNAN JOHN W		36 WOODSIDE AVENUE	BRAINTREE	MA	02184
1056 0 32	44 WOODSIDE AV	DIPIETRO ANGELO	DIPIETRO MICHELLE TBYE	44 WOODSIDE AVENUE	BRAINTREE	MA	02184
1056 0 33	50 WOODSIDE AV	WERNER JOHN J	WERNER MARY E	50 WOODSIDE AVENUE	BRAINTREE	MA	02184
1056 0 34	56 WOODSIDE AV	HELEOTIS CHRISTINE		56 WOODSIDE AVE	BRAINTREE	MA	02184
1056 0 35	62 WOODSIDE AV	SCOTT CHARLES E	SCOTT DOROTHY R TBYE	62 WOODSIDE AVENUE	BRAINTREE	MA	02184
1056 0 43	61 WOODSIDE AV	DAY KEVIN P		61 WOODSIDE AVENUE	BRAINTREE	MA	02184
1056 0 44	53 WOODSIDE AV	CHIU CALVIN	MA ZHUOYI TBYE	53 WOODSIDE AVENUE	BRAINTREE	MA	02184
1056 0 45	55 WOODEDGE AV	MORRIS MARY M	MORRIS JOHN T TBYE	55 WOODEDGE AVENUE	BRAINTREE	MA	02184
1056 0 46	49 WOODEDGE AV	ZOPATTI FRANK M	ZOPATTI MARY E	49 WOODEDGE AVENUE	BRAINTREE	MA	02184
1056 0 47	43 WOODEDGE AV	PERKINS BONNIE JEAN		43 WOODEDGE AVENUE	BRAINTREE	MA	02184
1056 0 52F	30 SPRING GLEN CR	MCCARTHY SEAN P	MCCARTHY LORI M TBYE	30 SPRING GLEN CIRCLE	BRAINTREE	MA	02184
1056 0 52G	32 SPRING GLEN CR	FABRIZIO DANIEL A TR	FABRIZIO FAMILY IRR INCOI	32 SPRING GLEN CIRCLE	BRAINTREE	MA	02184
1056 0 73	53 LEHAVEN TR	RAYMOND PAMELA		53 LEHAVEN TERRACE	BRAINTREE	MA	02184
1056 0 74	45 LEHAVEN TR	LAI KWOK KWAN	YI NGAN	45 LEHAVEN TERRACE	BRAINTREE	MA	02184
1056 0 75	37 LEHAVEN TR	GAYED AHMED K	SOROUR DINA A TBYE	101 OLDE ASH LANE	CHARLESTON	WV	25311

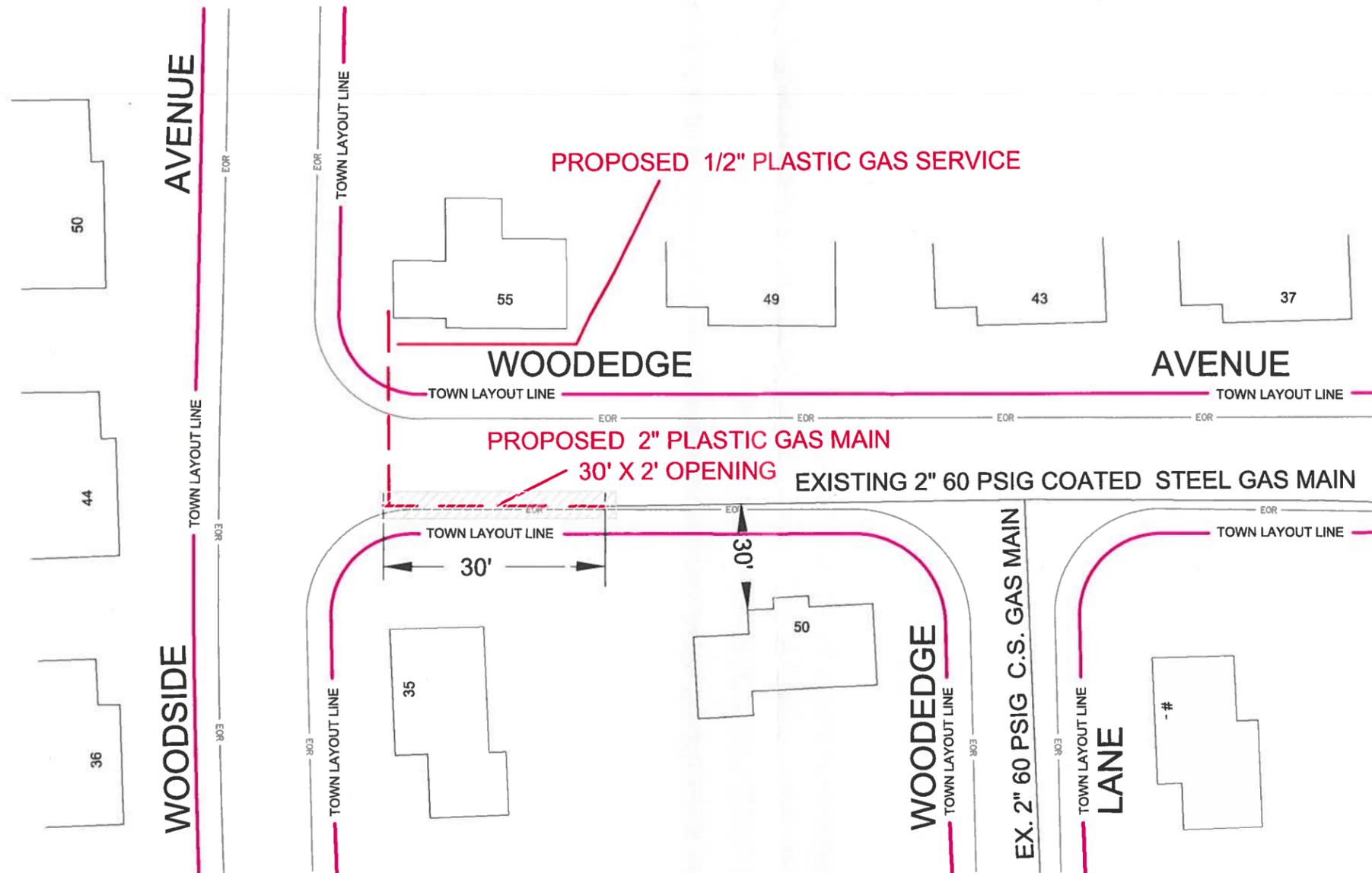
End of Report

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2014 MAR -3 AM 11:48

#14-013

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BRAintree, MA

2014 MAR -3 AM 11:49



PROPOSED PIPE TOTALS
 MAIN = 30' OF 2" PLASTIC
 SERVICES = 55' OF 1/2" PLASTIC

- PROPOSED GAS SERVICE
- EXISTING GAS MAIN
- TOWN PROPERTY LINE
- EDGE OF ROADWAY
- PROPOSED OPENING

NOTE:
 THE LOCATION OF SURFACE AND UNDERGROUND OBJECTS SHOWN ARE NOT WARRANTED TO BE CORRECT
 CALL BEFORE YOU DIG - 811
 UTILITIES AND STREET LINES COMPILED FROM AVAILABLE DATA SOURCES
 NO FIELD VERIFICATION PERFORMED

NO.	DESCRIPTION	DATE	DR. BY	CK. BY	APP. BY

nationalgrid

40 SYLVAN ROAD
WALTHAM, AM. 02451

GRANT OF LOCATION
 PROPOSED OPENING TO EXTEND EXISTING 2" GAS MAIN AND TO A NEW 1/2" PLASTIC GAS SERVICE TO
55 WOODEDGE AVE., BRAintree, MA. 02184

ENGR. / AUTO-CAD TECH.	DATE:	SIZE:	PRESSURE:	MATERIAL:	LENGTH:	WORK ORDER NO.
J.A.M. / W.W.S.J.	02/25/14	2' & 1/2"	60 PSIG	PLASTIC	AS NOTED	990219

SCALE: N/A
 SHEET 1 OF 1
 DRAWING NO.
GP-BRA
 960219-14-44

TOWN OF BRAINTREE

IN COUNCIL

ORDER NO: 14 024

DATE: March 11, 2014

ORDERED: COUNCILOR CLIFFORD

CHAPTER 134 OF THE ACTS OF 2008 – EXTENSION TO FY2016

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BRAINTREE THAT THE TOWN VOTE TO EXTEND CHAPTER 134 OF THE ACTS OF 2008 OF THE MASSACHUSETTS GENERAL LAWS THROUGH FISCAL YEAR 2016 AT WHICH TIME THE TOWN COUNCIL MAY VOTE TO EXTEND CHAPTER 134 OF THE ACTS OF 2008.