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June 10, 2021

To the Members of the Board of Selectmen
Town of Wilton
PO Box 83
Wilton, NH 03086

Scott T. Eagen, CPA, CFE

Karen M. Lascelle, CPA, CVA, CFE

Ashley Miller Klem, CPA, MSA

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Ryan T. Gibbons, CPA, CFE

Brian P. McDermott, CPA**

Justin Larsh, CPA

Sylvia Y. Petro, MSA, CFE

Dear Members of the Board:

We have audited the financial statements of the governmental activities, business-type activities, each major fund, and aggregate remaining fund information of the Town of Wilton for the year ended December 31, 2020. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated December 28, 2018. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Town of Wilton are described in Note 1 to the financial statements. We noted no transactions entered into by the Town of Wilton during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the Town of Wilton's financial statements were:

Management's estimate of the allowance for uncollectible property taxes are based on historical data and information known concerning the assessment appeals. We evaluated the key factors and assumptions used to develop the uncollectible property taxes in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of the uncollectible ambulance receivables is based on knowledge of past collection rates. We evaluated the key factors and assumptions used to develop the uncollectible ambulance receivables in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of the net pension liability, deferred outflows and inflows of resources related to pensions are based on assumptions of future events, such as employment, mortality and estimates of value of reported amounts. We evaluated the key factors and assumptions used to develop the net pension liability, deferred outflows and inflows of resources related to pensions in determining that they are reasonable in relation to the financial statements taken as a whole.

Management's estimate of the other postemployment benefit liability, deferred outflows and inflows of resources are based on the assumption of future events, such as employment, mortality, and the healthcare cost trend, as well as estimates of the value of

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reported amounts. We evaluated key factors and assumptions used to develop the other postemployment benefits liability, deferred outflows and inflows of resources related to the other postemployment benefits in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Adjustments proposed and approved were primarily of a routine nature which management expects the independent auditors to record as part of their year-end procedures. A list of these adjustments for all funds are attached to this letter.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated June 7, 2021.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Town of Wilton's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Town of Wilton's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Inventory of Capital Assets

The listing of capital assets that the Town currently holds does not have adequate detail for assets reported. Amounts are lumped together into "unknown balances." These records are not adequate for audit purposes and therefore the Town is receiving an adverse opinion on its government-wide activities. We recommend that the Town re-evaluate and inventory their capital assets in order to provide a detailed listing, which can be audited.

Payroll Files and Timesheets

Several employee personnel files were not up to date with the most current documentation requirements. One file reviewed was missing an I-9 form and additional files were noted to be lacking documentation related to employee deductions for the Town's 457 plan. Additionally, we noted timesheets tested which were lacking appropriate supervisors' signatures for approval. In accordance with IRS regulations all employees hired after 1986 are required to have a completed and signed I-9 form on file. Adequate maintenance and updating of employee files will reduce the risk of inappropriate or inaccurate deductions or pay rates being processed. Additionally, all timesheets should be reviewed and approved in order to ensure accuracy.



Deeding Properties

It was noted that there are several properties with property tax liens which should have been deeded by the Town in prior years, however they have not been deeded due to missing and incomplete files. State statutes require properties to be deeded by the Town after two years and one day has passed since lien or a deed waiver should be completed if the Board does not wish to deed the property. This will cause the Town to receive less property tax revenue and it cannot re-sell the properties to get them back on the tax roll. We recommend that the Town implement better processes and procedures over the liening and deeding of properties to ensure that these are in line with State statutes.

Ambulance Billing System

While performing testing of the monthly ambulance revenue it was noted that reports from the billing system run at different times could not be reconciled to each other. Reliance should be able to be placed on the billing company's software to produce accurate numbers and consistent reporting. This inconsistency in reports can cause revenue to be materially misstated. The Ambulance Director and Finance Officer should contact the billing company to find out why this is occurring and how to prevent it from happening in the future.

It was noted that the Town has converted to a different ambulance billing company for 2021.

Financial Closing and Reporting

During the review and update of financial close and reporting procedures, we found that a formal policy over financial close and reporting effectively documenting the overall timing, format, methodology, and frequency of financial-related analyses has not been implemented by the Town. As a best practice, the well-defined process over financial close and reporting and related processes as conducted in the interim should be formally documented, reviewed, and approved on a regular basis (every 3-5 years). The potential for inaccuracies and improper closing balances and procedures is increased if formal procedures over these practices are not documented. In addition, changes in the Town's financial or management staff environment may not be appropriately addressed if this policy is not reviewed and approved on a regular basis. We recommend that the Town document the overall timing, format, methodology, and frequency of financial-related analyses related to both interim processes and financial close and reporting processes and have this approved via policy to ensure consistency and accuracy of financials and related reporting period-to-period. In addition, we recommend that this policy be reviewed at least every 3-5 years or as deemed necessary resulting from changes in the client environment that may affect the conditions as set in the policy.

Bid Policy

The Town's current policy on bidding is vague and does not support the current operations of the Town. Without a clear and specific policy in place there can be inconsistency in the application of the existing policy. This can lead to unfavorable bid practices and potential for conflicts of interest or other concerns to become prevalent. We recommend that the Town work towards updating and revising the bid policy to provide more guidance for employees.

Audit Adjusting Entries

It was noted through review of the general ledger that prior period audit adjusting entries were not posted to the Town's general ledger. Additionally, it was noted that budgetary postings in the general ledger are not clearing properly at the year-end close causing balances in the control accounts to continue to build up year over year. Because they are not posting properly the fund balance on the general ledger is significantly misstated. Adjustments should be posted to the general ledger annually in order to ensure proper reconciliation of accounts and accuracy of reported balances throughout the year. The budgetary control accounts should be clearing each year and unassigned fund balance should be reconciled to year-end audited amounts. This resulted in significant adjustments and reconciliations needed to bring balance sheet accounts to actual. We recommend that the Town ensure that audit adjustments are posted to the general ledger system within a reasonable time period after they are received. Additionally, review of general ledger year-end close and account settings should be performed in order to clear out budgetary control accounts and reconcile an accurate fund balance amount.



Impact Fee Tracking

As of the time of audit fieldwork, the impact fees spreadsheet only had posting through June 2020. Postings for impact fees should be made on at least a monthly basis. Because of this delay in recordkeeping the Town is not able to reconcile activity to the bank statements timely and could lead to errors or misstatements. We recommend that activity be tracked and reconciled on a monthly basis for all impact fees and other escrow accounts.

Trustees Meetings

Review of the meeting minutes for the Trustees of the Trust Funds indicated that only one meeting occurred in 2020. Best practices would include at least quarterly meetings of the Trustees to ensure all activity is properly approved by a majority of members. Such a limited amount of meetings could lead to transactions not being processed with appropriate approval and all members of the Board may not be adequately informed of the status of accounts. We recommend that the Trustees meet at least quarterly and document minutes for all meetings.

Tax Collector's MS-61 Report

It was noted during reconciliation of tax receivable balances that the MS-61 form did not properly reconcile to the BMSI tax software and related reports used by the Town. In addition, it was noted that the MS-61 form provided for the audit was only an import file and an official and final MS-61 form had not been filed with the NH Department of Revenue Administration (NHDR) as of March 3, 2021. The MS-61 form should reflect figures as reported by the Town's tax software and should properly reconcile to the approved warrants, abatements, and other official tax related documentation maintained by the Town. In addition, the MS-61 form must be submitted to the NH DRA by March 1 by municipalities reporting on a fiscal year basis pursuant to RSA 31:94. Collections and balances as reported to the NH DRA may not accurately reflect the performance of the Town. We recommend that the Town ensure the MS-61 form properly reconcile to official and actual records reported by the collections and receivable system as of December 31, 2020 and submit reporting to applicable agencies by required dates.

Land Use Changes Taxes

We noted during reconciliation of tax figures to the MS-61 form, Town's general ledger, and tax software reports that a prepayment of taxes for land use change taxes was misclassified in the tax software and a warrant for land use taxes was not recorded in the general ledger. Prepayments of taxes should be treated as credits in the tax reporting software and as deferred inflows of resources in the general ledger until warrants are issued against the prepayment. This misclassification and missing warrant can cause account balances as presented for preparation of financial statements and reporting to applicable agencies to not accurately reflect the financial condition or activity of the Town, resulting in an increased risk of misstatement. We recommend that the Town ensure all warrants for all taxes are properly recorded in the general ledger and that prepaid taxes are classified correctly in the tax software system.

Other Matters

Implementation of New GASB Pronouncements

The Governmental Accounting Standards Board (GASB) has issued several pronouncements that have effective dates that may impact future financial presentations. Management has not currently determined what, if any, impact implementation of the following statements may have on the financial statements.

GASB Statement No. 87, *Leases*, issued in June 2017, will be effective for the Town with its fiscal year ending December 31, 2022. This Statement will improve accounting and financial reporting for leases by governments by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases.

GASB Statement No. 89, *Accounting for Interest Cost Incurred Before the End of a Construction Period*, issued June 2018, will be effective for the Town with its fiscal year ending December 31, 2021. This Statement will enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and to simplify accounting for interest cost incurred before the end of a construction period.



GASB Statement No. 91, *Conduit Debt Obligations*, issued June 2019, will be effective for the Town with its fiscal year ending December 31, 2022. This Statement provides for a single method of reporting conduit debt obligations and clarifies the existing definition of a conduit debt obligation and improves note disclosures.

GASB Statement No. 92, *Omnibus 2020*, issued in January 2020, will be effective for the Town with its fiscal year ended December 31, 2022. The objectives of this Statement are to enhance comparability in accounting and financial reporting and to improve the consistency of authoritative literature by addressing practice issues that have been identified during implementation and application of certain GASB Statements.

GASB Statement No. 93, *Replacement of Interbank Offered Rates*, issued in March 2020, will be effective for the Town with its fiscal year ended December 31, 2021. The objectives of this Statement are address accounting and financial reporting implications that results from the replacement of an IBOR.

GASB Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, issued in March 2020, will be effective for the Town with its fiscal year ended December 31, 2023. The objectives of this Statement are to improve financial reporting by addressing issues related to public-private and public-public partnership arrangements.

GASB Statement No. 96, *Subscription-Based Information Technology Arrangements*, issued in May 2020, will be effective for the Town with its fiscal year ended December 31, 2023. The objectives of this Statement are to provide guidance on accounting and financial reporting for subscription-based information technology arrangements for government end users.

GASB Statement No. 97, *Certain Component Unit Criteria and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans- an amendment of GASB Statements No. 14 and No. 84 and Supersession of GASB Statement No. 32*, issued in June 2020, will be effective for the Town with its fiscal year ended December 31, 2022. The objectives of this Statement are to increase consistency and comparability related to reporting of fiduciary component units, mitigate costs associated with the reporting of certain defined contribution pension plans, and enhance the relevance, consistency, and comparability of the accounting and financial reporting for Internal Revenue Code Section 457 deferred compensation plans.

We applied certain limited procedures to the following, which are required supplementary information (RSI) that supplements the basic financial statements:

- Schedule of the Town's Proportionate Share of Net Pension Liability,
- Schedule of Town Contributions – Pensions
- Schedule of the Town's Proportionate Share of the Net Other Postemployment Benefits Liability,
- Schedule of Town Contributions – Other Postemployment Benefits, and
- Notes to the Required Supplementary Information

Our procedures consisted of inquiries of management regarding 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 did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining and individual fund schedules, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.



Restriction on Use

This information is intended solely for the information and use of the members of the Board of Selectmen and management of the Town of Wilton and is not intended to be, and should not be, used by anyone other than these specified parties.

Respectfully,

Plodzick & Sanderson

PLODZIK & SANDERSON
Professional Association

Attachment:

Journal Entries Gov Lir Attachment



Client: 2096 - Town of Wilton
 Engagement: 2020 - Town of Wilton
 Period Ending: 12/31/2020
 Trial Balance: 001.0000 - Government Fund Trial Balance
 Workpaper: 910.0032 - Journal Entries Gov Ltr Attachment
 Fund Level: Fund
 Index: 01, 04, 05, 06, 07, 08, 10, 11, 14

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries				
Adjusting Journal Entries JE # 1				
To make a clearly trivial adjustment to tie beginning fund balance				
07-3401-003	Fines Income		634.00	
07-2300-004	Unrestrict (retained earnings)			634.00
Total			634.00	634.00
Adjusting Journal Entries JE # 4				
To record current year activity in the Expendable Trust Funds.				
11-1010-001	Expendable Trust Cash		1,681.00	
11-1020-001	Expendable Trust Investments		132,313.00	
11-4100-001	Miscellaneous Expense (Fees)		887.00	
11-4910-001	Transfer Out to General Fund		356,172.00	
11-3500-001	Interest and Dividends			30,972.00
11-3501-001	Change in FMV			13,006.00
11-3502-001	Sale of Cemetery Lots			900.00
11-3503-001	Transfer In from General Fund			445,725.00
11-3504-001	Transfer in from Permanent Fund			450.00
Total			491,053.00	491,053.00
Adjusting Journal Entries JE # 5				
To record current year activity in the permanent funds.				
10-1010-001	Permanent Fund Cash		7,005.00	
10-1020-001	Permanent Fund Investment		142,970.00	
10-2500-001	Due to GF		5,201.00	
10-4100-001	Miscellaneous Expense (Fees)		7,296.00	
10-4916-001	Transfer to Expendable Trust Funds		450.00	
10-3500-001	Interest and Dividends			46,276.00
10-3501-001	Change in FMV			116,646.00
Total			162,922.00	162,922.00
Adjusting Journal Entries JE # 6				
To record current year interfund for FY 2020 perpetual care expenses.				
01-13001-0000	Due from Trust Funds		4,367.00	
10-4911-001	Transfer to General Fund		4,367.00	
01-3916-1-100	Transfers from Trust Funds			4,367.00
10-2500-001	Due to GF			4,367.00
Total			8,734.00	8,734.00
Adjusting Journal Entries JE # 7				
To adjust nonspendable fund balance to actual.				
10-3000-001	Restricted FB		7,859.00	
10-3000-002	Nonspendable FB			7,859.00
Total			7,859.00	7,859.00
Adjusting Journal Entries JE # 10				
To adjust library investment cash to actual				
07-1200-001	Cambridge Trust 9374		52,944.00	
07-1100-006	Cambridge Cash Portion			52,944.00
Total			52,944.00	52,944.00
Adjusting Journal Entries JE # 14				
To record current year activity in the Heritage Fund.				
14-1100-001	Heritage Cash		1,005.00	
14-4550-001	Culture & Recreation		242.00	
14-3100-001	Miscellaneous Revenue			1,247.00
Total			1,247.00	1,247.00
Adjusting Journal Entries JE # 15				
AUDIT ONLY: To move expenditure related to King Brook Rd Bridge project from the general fund to the project fund				
01-1310-6-107	DF Due From Capital Projects		3,500.00	
01-2270-9-100	OL Approp Carried Forward			3,500.00
Total			3,500.00	3,500.00
Adjusting Journal Entries JE # 17				
To reconcile beginning fund balance in the recycling fund				
05-2020-2-100	AP Accounts Payable		10,355.00	
05-3509-1-100	Miscellaneous Revenue		1.00	
05-2026-1-100	AP Accrued Payroll			2,058.00
05-2080-1-100	DT Due to Wilton Oper Fund			2,509.00
05-2460-1-100	FB Committed Fund Balance			5,789.00
Total			10,356.00	10,356.00

Adjusting Journal Entries JE # 20

To record LUCT revenue in the conservation fund		603.0020		
08-13000-0000	Due to/from General Fund		4,340.00	
08-33030-0000	Land Use Change Tax			4,340.00
Total			<u><u>4,340.00</u></u>	<u><u>4,340.00</u></u>

Adjusting Journal Entries JE # 21

To record prior year audit adjustments not posted by client		400.4000		
01-1080-9-100	TX Allowance for Uncollectible		25,000.00	
01-11000-0000	Accounts Receivable		21,093.00	
01-1310-5-101	DF Due from Wilton Sewer		4,726.00	
01-1310-6-100	DF Due From Trust Funds		5,201.00	
01-15000-0000	Due from Other Municipalities		4,631.00	
01-1800-1-000	Tax Deeded Property Held for Resale		1,161.00	
01-18116-0000	W/D Lien - Lucier		8,353.00	
01-18117-0000	W/D Lien - Lord		1,339.00	
01-2020-1-100	AP Manifests Payable		16,890.00	
01-2070-2-100	DT Due To State of NH		24,129.00	
01-2075-1-100	DT Due to WLC School District		556,512.00	
01-2270-9-100	OL Approp Carried Forward		8,668.00	
01-1080-1-100	TX Property Taxes Receivable			4,726.00
01-1110-1-100	TX Tax Liens Receivable			10,275.00
01-1150-1-100	AR Departmental Receivables			4,631.00
01-1310-5-100	DF Due From Wilton Water			1,183.00
01-1310-5-102	DF Due from Wilton Ambulance			275.00
01-1310-5-103	DF Due from Wilton Recycling			25.00
01-1310-6-103	DF Due from Library			5,686.00
01-18999-0000	Allow - Uncollect E/D/W Liens			9,692.00
01-2026-1-100	AP Accrued Payroll			13,583.00
01-2070-5-100	DT Due To Other Governments			16,890.00
01-2080-6-101	DT Due To Wilton Sewer			40,547.00
01-2080-6-102	DT Due To Wilton Ambulance			13,714.00
01-2530-1-100	FB Unassigned Fund Balance			555,782.00
01-3509-1-100	Other Revenue			694.00
Total			<u><u>677,703.00</u></u>	<u><u>677,703.00</u></u>

Adjusting Journal Entries JE # 22

To reconcile beginning fund balance in the ambulance fund		502.0030		
04-1150-9-100	AR Allow-Uncollect Receivable		38,384.00	
04-1310-1-100	DF Due From Wilton General Fnd		15,314.00	
04-2020-2-100	AP Accounts Payable		2,261.00	
04-2530-1-100	FB Unassigned Fund Balance		230,111.00	
04-3509-1-100	Other Miscellaneous Revenue		1.00	
04-1150-1-100	AR Ambulance Receivables			281,940.00
04-2026-1-100	AP Accrued Payroll			1,748.00
04-2080-1-100	DT Due To Wilton General Fund			2,383.00
Total			<u><u>286,071.00</u></u>	<u><u>286,071.00</u></u>

Adjusting Journal Entries JE # 23

AUDIT ONLY: To adjust for rounding variances		400.0000		
01-3999-9-999	Revenue Rounding		3.00	
01-1310-6-103	DF Due from Library			1.00
01-2025-2-101	AP 457b Retirement Plan			1.00
01-2075-1-100	DT Due to WLC School District			1.00
Total			<u><u>3.00</u></u>	<u><u>3.00</u></u>

Adjusting Journal Entries JE # 24

To reclassify the expenditure of prior year encumbrances		400.4400		
01-4902-1-763	CO 2020 Police Cruiser		5,977.00	
01-4903-1-100	CO Roof Repairs		26,125.00	
01-4909-0-731	CO LED Street Lights		13,104.00	
01-2270-9-100	OL Approp Carried Forward			45,206.00
Total			<u><u>45,206.00</u></u>	<u><u>45,206.00</u></u>

Adjusting Journal Entries JE # 25

To remove client entry expending current year encumbrances and reclassify amount correctly.		400.4400		
01-2270-9-100	OL Approp Carried Forward		752,475.00	
01-2270-9-100	OL Approp Carried Forward		197,263.00	
01-2530-1-100	FB Unassigned Fund Balance		229,738.00	
01-2490-1-100	FB Assigned Fund Balance			229,738.00
01-4191-1-390	PB Other Professional Services			7,328.00
01-4210-1-342	PD Computer Support			24,935.00
01-4220-1-440	FD Equipment (Purchase/Lease)			2,475.00
01-4312-1-390	HW Resurfacing Contract Servc			165,000.00
01-4909-0-732	CO Stagecoach Rd Bridge			750,000.00
Total			<u><u>1,179,476.00</u></u>	<u><u>1,179,476.00</u></u>

Adjusting Journal Entries JE # 26

To record Intergovernmental AP for January 2021 NHRS to account for 12 monthly payments in fiscal year, per client past practice. See support @ 300 2116		300.7200		
01-2025-2-100	AP New Hampshire Retirement		4,939.00	

01-4210-1-230	PD New Hampshire Retirement	10,724.00	
01-4220-1-230	FD New Hampshire Retirement	1,486.00	
01-2070-5-100	DT Due To Other Governments		17,149.00
Total		<u>17,149.00</u>	<u>17,149.00</u>
Adjusting Journal Entries JE # 27 300.2110			
To reverse 2019 year-end entries to reclass intergovernmental payables from AP to agree to CYE balance.			
01-2070-5-100	DT Due To Other Governments	16,890.00	
01-2020-1-100	AP Manifests Payable		16,890.00
Total		<u>16,890.00</u>	<u>16,890.00</u>
Adjusting Journal Entries JE # 28 300.2110			
To reclass CY intergovernmental payables from AP			
01-2020-1-100	AP Manifests Payable	657.00	
01-2070-5-100	DT Due To Other Governments		657.00
Total		<u>657.00</u>	<u>657.00</u>
Adjusting Journal Entries JE # 30 400.5200			
To adjust for school and county taxes paid			
01-3110-1-100	TX Property Tax	7,809,608.00	
01-4913-0-000	Taxes Paid to County		473,705.00
01-4933-0-000	Taxes Paid to School District		7,335,903.00
Total		<u>7,809,608.00</u>	<u>7,809,608.00</u>
Adjusting Journal Entries JE # 31 300.1310			
Reclassify the receipt of py intergovernmental receivable			
01-1150-1-100	AR Departmental Receivables	4,631.00	
01-15000-0000	Due from Other Municipalities		4,631.00
Total		<u>4,631.00</u>	<u>4,631.00</u>
Adjusting Journal Entries JE # 32 300.1310			
To reverse prior year AR entry for current year			
01-3509-1-100	Other Revenue	21,093.00	
01-11000-0000	Accounts Receivable		21,093.00
Total		<u>21,093.00</u>	<u>21,093.00</u>
Adjusting Journal Entries JE # 33 300.1310			
To record unrecorded receivable in the recycling fund			
05-1150-1-100	AR Recycling Center Receivable	3,537.00	
05-3401-1-103	Recycling - Cardboard		2,317.00
05-3401-1-107	Recycling - Paper		1,220.00
Total		<u>3,537.00</u>	<u>3,537.00</u>
Adjusting Journal Entries JE # 34 300.2210			
To record change to CYE Accrued Payroll balances in the General Fund, per support obtained at 300 2211			
01-4130-2-110	TA Administrative Assistant	413.00	
01-4130-2-120	TA Town Administrator	456.00	
01-4140-1-110	TC Salaries and Wages	130.00	
01-4140-1-131	TC Town Clerk Deputy Wages	262.00	
01-4150-1-110	FA Finance Officer	280.00	
01-4191-1-110	PB Salaries & Wages	175.00	
01-4191-2-110	ZBA Salaries & Wages	54.00	
01-4210-1-110	PD Police Administrative Assis	210.00	
01-4210-1-111	PD Police Part-time Officers	452.00	
01-4210-1-112	PD Police Full-time Officers	2,148.00	
01-4210-1-120	PD Police Chief	469.00	
01-4210-1-140	PD Police Overtime-Regular	154.00	
01-4210-6-111	PD Special Detail Labor	476.00	
01-4210-7-110	PD Bldg Janitorial Wages	32.00	
01-4220-1-120	FD Fire Chief Salary	346.00	
01-4240-1-110	BI Laboar	212.00	
01-4312-2-110	HW Highway Labor	1,128.00	
01-4312-2-140	HW Highway Overtime	80.00	
01-4312-3-110	SD Salaries & Wages	24.00	
01-2026-1-100	AP Accrued Payroll		7,501.00
Total		<u>7,501.00</u>	<u>7,501.00</u>
Adjusting Journal Entries JE # 35 300.2210			
To record change in CYE Accrued Payroll liabilities in the Ambulance fund per support obtained at 300 2211			
04-4215-2-110	AMB Labor	1,520.00	
04-4215-2-121	AMB EMS Adiministrator Salary	318.00	
04-2026-1-100	AP Accrued Payroll		1,838.00
Total		<u>1,838.00</u>	<u>1,838.00</u>
Adjusting Journal Entries JE # 36 300.2210			
To record change in CYE Accrued Payroll liabilities in the Recycling Fund per support obtained at 300 2211			
05-4324-4-110	Recycling Labor	381.00	
05-4324-4-120	Recycling Supervisor	123.00	
05-2026-1-100	AP Accrued Payroll		504.00
Total		<u>504.00</u>	<u>504.00</u>
Adjusting Journal Entries JE # 39 300.1321			

To adjust ambulance receivable and allowance to actual			
04-1150-9-100	AR Allow-Uncollect Receivable	88,030.00	
04-3401-1-111	Ambulance Billings	183,971.00	
04-1150-1-100	AR Ambulance Receivables		272,001.00
Total		272,001.00	272,001.00
Adjusting Journal Entries JE # 40		506.1110	
To record activity in the impact fees fund			
06-49000-0000	Transfers Out	21,633.00	
06-10000-0000	Impact Fees Cash		992.00
06-30300-0000	Impact Fee Revenues		20,503.00
06-35000-0000	Investment Income		138.00
Total		21,633.00	21,633.00
Adjusting Journal Entries JE # 41		300.8200	
To make a clearly trivial adjustment to general fund to tie out transfers with impact fees fund			
01-3509-1-100	Other Revenue	1,385.00	
01-3916-1-101	Transfers from Impact Escrow		1,385.00
Total		1,385.00	1,385.00
Adjusting Journal Entries JE # 42		300.8100	
To adjust interfunds to agree to actual.			
01-3509-1-100	Other Revenue	7,386.00	
01-1310-5-102	DF Due from Willon Ambulance		3,224.00
01-1310-5-103	DF Due from Willon Recycling		4,162.00
Total		7,386.00	7,386.00
Adjusting Journal Entries JE # 43		300.8100	
AUDIT ONLY: To net interfund accounts.			
01-1310-5-100	DF Due From Willon Water	14,502.00	
01-2080-6-101	DT Due To Willon Sewer	11,072.00	
01-1310-5-101	DF Due from Willon Sewer		11,072.00
01-2080-6-100	DT Due To Willon Water		14,502.00
Total		25,574.00	25,574.00
Adjusting Journal Entries JE # 44		300.8100	
To adjust general fund interfunds to agree with water/sewer interfund balances.			
01-1310-5-100	DF Due From Willon Water	12,306.00	
01-2080-6-101	DT Due To Willon Sewer		9,928.00
01-3509-1-100	Other Revenue		2,380.00
Total		12,306.00	12,306.00
Adjusting Journal Entries JE # 45		300.1310	
To remove estimated prepayment of land use change tax from receivable line due to lack of warrant and reclassify to deferred revenue for overpayment of taxes			
01-1080-4-100	TX Land Use Change Tax Receiv	8,000.00	
01-2300-1-110	Overpayment of Land Use Change Taxes		8,000.00
Total		8,000.00	8,000.00
Adjusting Journal Entries JE # 46		300.1310	
To record land use change tax receivable warrant not previously recorded in client software per 300.1310 and warrant support at 300.1316.			
01-1080-4-100	TX Land Use Change Tax Receiv	12,650.00	
01-3120-1-100	TX Land Use Change Tax		12,650.00
Total		12,650.00	12,650.00
Adjusting Journal Entries JE # 47		300.1410	
To adjust tax and liens receivable balance to actual per tax reports, per also testing at 300.1410.			
01-3190-9-103	Overlay/Abatements/Refunds	26,762.00	
01-1080-1-100	TX Property Taxes Receivable		25,444.00
01-1110-1-100	TX Tax Liens Receivable		1,318.00
Total		26,762.00	26,762.00
Adjusting Journal Entries JE # 48		300.2110	
AUDIT ONLY: To remove expenditure and AP for Stagecoach Rd Bridge invoice recorded in separate capital project fund			
01-2020-1-100	AP Manifests Payable	22,172.00	
01-4909-0-732	CO Stagecoach Rd Bridge		22,172.00
Total		22,172.00	22,172.00
Adjusting Journal Entries JE # 49		300.1810	
To record nonspendable fund balance for tax deeded property			
01-2530-1-100	FB Unassigned Fund Balance	1,161.00	
01-2440-1-100	FB Nonspendable Fund Balance		1,161.00
Total		1,161.00	1,161.00
Adjusting Journal Entries JE # 57		300.2110	
To record additional AP			
01-4312-2-440	HW Equipment (Purchase/Lease)	6,650.00	
01-2020-1-100	AP Manifests Payable		6,650.00
Total		6,650.00	6,650.00
Adjusting Journal Entries JE # 62		300.8110	

To adjust interfund to actual.

01-1310-5-103	DF Due from Wilton Recycling	2,725.00	
05-41530-4237	Supplies	2,725.00	
01-3509-1-100	Other Revenue		2,725.00
05-2080-1-100	DT Due to Wilton Oper Fund		2,725.00
Total		5,450.00	5,450.00

Adjusting Journal Entries JE # 63

300.8100

To record interfund in Conservation for amounts owed to General Fund for engineering expenses.

08-46110-0000	Conservation Expenditures	3,150.00	
08-13000-0000	Due to/from General Fund		3,150.00
Total		3,150.00	3,150.00

Adjusting Journal Entries JE # 64

300.8100

To adjust interfunds as client posted interfund to incorrect account.

01-1310-3-100	DF Due from Capital Res. Funds	2,997.00	
01-1310-5-101	DF Due from Wilton Sewer		2,997.00
Total		2,997.00	2,997.00

Adjusting Journal Entries JE # 65

300.8100

To remove interfund for amounts already paid over.

01-1310-5-101	DF Due from Wilton Sewer	2,997.00	
01-3509-1-100	Other Revenue		2,997.00
Total		2,997.00	2,997.00

Adjusting Journal Entries JE # 88

300.8100

AUDIT ONLY: To net interfund balances report only one balance for each fund

01-2080-6-102	DT Due To Wilton Ambulance	15,314.00	
01-2080-6-103	DT Due To Wilton Recycling	19,671.00	
01-2080-6-104	DT Due To Wilton ConCom	3,150.00	
04-2080-1-100	DT Due To Wilton General Fund	15,314.00	
05-2080-1-100	DT Due to Wilton Oper Fund	19,671.00	
01-1310-5-102	DF Due from Wilton Ambulance		15,314.00
01-1310-5-103	DF Due from Wilton Recycling		19,671.00
01-1310-6-101	DF Due From Wilton ComCom		3,150.00
04-1310-1-100	DF Due From Wilton General Fnd		15,314.00
05-1310-1-100	DF Due from Wilton Oper Fund		19,671.00
Total		73,120.00	73,120.00

Total Adjusting Journal Entries

11,320,850.00 **11,320,850.00**

Total All Journal Entries

11,320,850.00 **11,320,850.00**