

# TOWN OF WEST HARTFORD, CONNECTICUT

STATE SINGLE AUDIT REPORT  
JUNE 30, 2018

**TOWN OF WEST HARTFORD, CONNECTICUT  
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**Independent Auditors' Report on Compliance for Each Major State Program; Report on Internal Control Over Compliance; and Report on the Schedule of Expenditures of State Financial Assistance Required by the State Single Audit Act**

To the Members of the Town Council  
Town of West Hartford, Connecticut

**Report on Compliance for Each Major State Program**

We have audited the Town of West Hartford, Connecticut's compliance with the types of compliance requirements described in the Office of Policy and Management's *Compliance Supplement* that could have a direct and material effect on each of the Town of West Hartford, Connecticut's major state programs for the year ended June 30, 2018. The Town of West Hartford, Connecticut's major state programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

***Management's Responsibility***

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

***Auditors' Responsibility***

Our responsibility is to express an opinion on compliance for each of the Town of West Hartford, Connecticut's major state 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 the State Single Audit Act (C.G.S. Sections 4-230 to 4-236). Those standards and the State Single Audit Act 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 state program occurred. An audit includes examining, on a test basis, evidence about the Town of West Hartford, Connecticut's 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 state program. However, our audit does not provide a legal determination of the Town of West Hartford, Connecticut's compliance.

## ***Opinion on Each Major State Program***

In our opinion, the Town of West Hartford, Connecticut, 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 state programs for the year ended June 30, 2018.

## **Report on Internal Control over Compliance**

Management of the Town of West Hartford, Connecticut, 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 West Hartford, Connecticut's internal control over compliance with the types of requirements that could have a direct and material effect on each major state program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major state program and to test and report on internal control over compliance in accordance with the State Single Audit Act, 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 West Hartford, Connecticut's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a state program on a timely basis. A material weakness in internal control over compliance is a deficiency, or a 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 state 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 state 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 the State Single Audit Act. Accordingly, this report is not suitable for any other purpose.

**Report on Schedule of Expenditures of State Financial Assistance Required by the State Single Audit Act**

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund and the aggregate remaining fund information of the Town of West Hartford, Connecticut, as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the Town of West Hartford, Connecticut's basic financial statements. We issued our report thereon dated December 18, 2018, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of state financial assistance is presented for purposes of additional analysis as required by the State Single Audit Act 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 state financial assistance is fairly stated in all material respects in relation to the basic financial statements as a whole.

*Blum, Shapiro & Company, P.C.*

West Hartford, Connecticut  
December 18, 2018

**TOWN OF WEST HARTFORD, CONNECTICUT  
SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE  
FOR THE YEAR ENDED JUNE 30, 2018**

<u>State Grantor/Pass-Through Grantor/ Program Title</u>	<u>State Grant Program Core-CT Number</u>	<u>Expenditures</u>
<b>Department of Education</b>		
Sheff Settlement	11000-SDE64370-12457	\$ 199,400
Youth Service Bureau Enhancement	11000-SDE64370-16201	7,005
Child Nutrition State Matching Grant	11000-SDE64370-16211	34,605
Healthy Foods Initiative	11000-SDE64370-16212	65,817
Adult Education	11000-SDE64370-17030	71,461
Health Services	11000-SDE64370-17034	539,676
Bilingual Education	11000-SDE64370-17042	3,106
School Breakfast Program	11000-SDE64370-17046	31,833
Youth Services Bureau	11000-SDE64370-17052	29,124
Open Choice Program	11000-SDE64370-17053	<u>823,079</u>
Total Department of Education		<u>1,805,106</u>
<b>Connecticut State Library</b>		
Connecticard Payments	11000-CSL66051-17010	7,029
Historic Documents Preservation Grants	12060-CSL66094-35150	<u>5,000</u>
Total Connecticut State Library		<u>12,029</u>
<b>Department of Transportation</b>		
Bus Operations	12001-DOT57931-12175	68,587
Town Aid Road Grants-Municipal	12052-DOT57131-43455	\$ 342,752
Town Aid Road Grants-Municipal	13033-DOT57131-43459	<u>342,752</u>
		685,504
Highway Planning and Construction	12062-DOT57191-22108	229,823
Urban Systems	13033-DOT57191-41392	<u>10,764</u>
Total Department of Transportation		<u>994,678</u>

The accompanying notes are an integral part of this schedule

**TOWN OF WEST HARTFORD, CONNECTICUT  
SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE (CONTINUED)  
FOR THE YEAR ENDED JUNE 30, 2018**

<b>State Grantor/Pass-Through Grantor/ Program Title</b>	<b>State Grant Program Core-CT Number</b>	<b>Expenditures</b>
<b>Department of Emergency Services and Public Protection</b>		
State Assets Forfeiture Revolving Fund	12060-DPS32155-35142	\$ 16,077
Telecommunications Fund	12060-DPS32741-35190	140,103
Total Department of Emergency Services and Public Protection		<u>156,180</u>
<b>Department of Veterans' Affairs</b>		
Headstones	11000-DVA21134-16049	<u>1,600</u>
<b>Economic and Community Development</b>		
Brownfield Remediation and Development	12060-ECD46260-35533	<u>13,089</u>
<b>Office of Early Childhood</b>		
2Gen TANF Program	11000-OEC64806-12584	3,000
Child Care Quality Enhancement	11000-OEC64845-16158	3,881
School Readiness in Competitive Grant Municipalities	11000-OEC64845-16274	316,956
Smart Start	12052-OEC64845-43626	175,432
Smart Start	12060-OEC64845-35586	<u>225,000</u>
Total Office of Early Childhood		<u>724,269</u>
<b>Office of Policy and Management</b>		
Payment in Lieu of Taxes (PILOT) on Private Colleges and General Hospitals	11000-OPM20600-17006	517,655
Reimbursement of Property Taxes - Disability Exemption	11000-OPM20600-17011	5,538
Property Tax Relief for Veterans	11000-OPM20600-17024	62,582
Municipal Grants-In-Aid	12052-OPM20600-43587	805,784
Local Capital Improvement Program	12050-OPM20600-40254	<u>422,308</u>
Total Office of Policy and Management		<u>1,813,867</u>
<b>Total State Financial Assistance Before Exempt Programs</b>		<u>5,520,818</u>

The accompanying notes are an integral part of this schedule

**TOWN OF WEST HARTFORD, CONNECTICUT  
 SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE (CONTINUED)  
 FOR THE YEAR ENDED JUNE 30, 2018**

<u>State Grantor/Pass-Through Grantor/ Program Title</u>	<u>State Grant Program Core-CT Number</u>	<u>Expenditures</u>
<b>Exempt Programs</b>		
<b>Department of Education</b>		
Educational Cost Sharing	11000-SDE64370-17041-82010	\$ 18,233,227
Excess Costs Student Based and Equity	11000-SDE64370-17047	<u>3,676,726</u>
Total Department of Education		<u>21,909,953</u>
<b>Department of Administrative Services</b>		
School Construction Grants	13010-DAS27635-40901	\$ 102,614
School Construction Grants	13009-DAS27636-40896	10,169
School Construction Grants	13010-DAS27636-40901	<u>253,092</u>
		<u>365,875</u>
<b>Office of Policy and Management</b>		
Municipal Stabilization Grant	11000-OPM20600-17104	655,710
Mashantucket Pequot and Mohegan Fund Grant	12009-OPM20600-17005	<u>194,502</u>
Total Office of Policy and Management		<u>850,212</u>
Total Exempt Programs		<u>23,126,040</u>
<b>Total State Financial Assistance</b>		<u>\$ 28,646,858</u>

The accompanying notes are an integral part of this schedule



**TOWN OF WEST HARTFORD, CONNECTICUT  
NOTES TO SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE  
FOR THE YEAR ENDED JUNE 30, 2018**

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**NOTE 1 - BASIS OF PRESENTATION**

The accompanying schedule of expenditures of state financial assistance (the Schedule) includes the state grant activity of the Town of West Hartford, Connecticut, under programs of the State of Connecticut for the year ended June 30, 2018. Various departments and agencies of the State of Connecticut have provided financial assistance through grants and other authorizations in accordance with the General Statutes of the State of Connecticut. Because the Schedule presents only a selected portion of the operations of the Town of West Hartford, Connecticut, it is not intended to, and does not, present the financial position, changes in fund balance, changes in net position or cash flows of the Town of West Hartford, Connecticut.

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of the Town of West Hartford, Connecticut, conform to accounting principles generally accepted in the United States of America as applicable to governmental organizations. The information in the Schedule is presented based upon regulations established by the State of Connecticut, Office of Policy and Management.

Expenditures reported on the Schedule are presented on the modified accrual basis of accounting. In accordance with Section 4-236-22 of the Regulations to the State Single Audit Act, certain grants are not dependent on expenditure activity and, accordingly, are considered to be expended in the fiscal year of receipt. These grant program receipts are reflected in the expenditures column of the Schedule.

**Independent Auditors' Report on Internal Control over  
Financial Reporting and on Compliance and Other Matters  
Based on an Audit of Financial Statements Performed in  
Accordance with *Government Auditing Standards***

To the Members of the Town Council  
Town of West Hartford, Connecticut

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, the discretely presented component unit, each major fund and the aggregate remaining fund information of the Town of West Hartford, Connecticut, as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the Town of West Hartford, Connecticut's basic financial statements, and have issued our report thereon dated December 18, 2018.

**Internal Control over Financial Reporting**

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

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

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

## **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 Town of West Hartford, Connecticut'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 Town of West Hartford, Connecticut's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Blum, Shapiro & Company, P.C.*

West Hartford, Connecticut  
December 18, 2018

**TOWN OF WEST HARTFORD, CONNECTICUT  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2018**

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**I. SUMMARY OF AUDITORS' RESULTS**

**Financial Statements**

Type of auditors' report issued: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? \_\_\_\_\_ yes   X   no
- Significant deficiency(ies) identified? \_\_\_\_\_ yes   X   none reported
- Noncompliance material to financial statements noted? \_\_\_\_\_ yes   X   no

**State Financial Assistance**

Internal control over major programs:

- Material weakness(es) identified? \_\_\_\_\_ yes   X   no
- Significant deficiency(ies) identified? \_\_\_\_\_ yes   X   none reported

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

Any audit findings disclosed that are required to be reported in accordance with Section 4-236-24 of the Regulations to the State Single Audit Act? \_\_\_\_\_ yes   X   no

The following schedule reflects the major programs included in the audit:

<u>State Grantor and Program</u>	<u>State Core-CT Number</u>	<u>Expenditures</u>
Department of Transportation:		
Town Aid Road Grants-Municipal	12052-DOT57131-43455	\$ 342,752
Town Aid Road Grants-Municipal	13033-DOT57131-43459	342,752
Highway Planning and Construction	12062-DOT57191-22108	229,823
Office of Policy and Management:		
Payment in Lieu of Taxes (PILOT) on Private Colleges and General Hospitals	11000-OPM20600-17006	517,655
Municipal Grants-In-Aid	12052-OPM20600-43587	805,784
Department of Education:		
Health Services	11000-SDE64370-17034	539,676
Office of Early Childhood:		
School Readiness in Competitive Grant Municipalities	11000-OEC64845-16274	316,956
Dollar threshold used to distinguish between type A and type B programs:		\$ 200,000

**II. FINANCIAL STATEMENT FINDINGS**

No matters were reported.

**III. STATE FINANCIAL ASSISTANCE FINDINGS AND QUESTIONED COSTS**

No matters were reported.