

**TOWN OF WEST HARTFORD, CONNECTICUT
STATE SINGLE AUDIT REPORT
YEAR ENDED JUNE 30, 2022**



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**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

Town Council
Town of West Hartford, Connecticut

Report on Compliance for Each Major State Program

Opinion on Each Major State Program

We have audited the Town of West Hartford, Connecticut's compliance with the types of compliance requirements identified as subject to audit 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, 2022. 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.

In our opinion, the Town of West Hartford, Connecticut complied, in all material respects, with the 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, 2022.

Basis for Opinion on Each Major State Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); 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). Our responsibilities under those standards and the State Single Audit Act are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Town of West Hartford, Connecticut and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major state program. Our audit does not provide a legal determination of the Town of West Hartford, Connecticut's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the Town of West Hartford, Connecticut's state programs.

Auditors' Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Town of West Hartford, Connecticut's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the State Single Audit will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Town of West Hartford, Connecticut's compliance with the requirements of each major state program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the State Single Audit Act, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Town of West Hartford, Connecticut's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- obtain an understanding of the Town of West Hartford, Connecticut's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances 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 the Town of West Hartford, Connecticut's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, as discussed below, we did identify a certain deficiency in internal control over compliance that we consider to be a significant deficiency.

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. We consider the deficiency in internal control over compliance described in the accompanying schedule of findings and questioned costs as item as 2022-001, to be a significant deficiency.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

Government Auditing Standards requires the auditor to perform limited procedures on the Town of West Hartford, Connecticut's response to the internal control over compliance finding identified in our audit described in the accompanying schedule of findings and questioned costs. The Town of West Hartford, Connecticut's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

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.

Town Council
Town of West Hartford, Connecticut

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 and the related notes to the financial statements, which collectively comprise the Town of West Hartford, Connecticut's basic financial statements as of and for the year ended June 30, 2022, and have issued our report thereon dated February 6, 2023, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements the 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 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, 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.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

West Hartford, Connecticut
February 6, 2023

**TOWN OF WEST HARTFORD, CONNECTICUT
SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE
YEAR ENDED JUNE 30, 2022**

State Grantor/Pass-Through Grantor/Program Title	State Grant Program Core-CT Number	State Expenditures
Department of Education		
Sheff Settlement	11000-SDE64370-12457	\$ 247,100
Talent Development	11000-SDE64370-12552	8,365
Child Nutrition State Match	11000-SDE64370-16211	31,525
Health Foods Initiative	11000-SDE64370-16212	59,951
Adult Education	11000-SDE64370-17030	43,444
Health & Welfare-Private School Pupil	11000-SDE64370-17034	727,783
Bilingual Education	11000-SDE64370-17042	6,186
School Breakfast Program	11000-SDE64370-17046	39,734
Open Choice Program	11000-SDE64370-17053	981,540
Total Department of Education		2,145,628
Department of Social Services		
Medicaid	11000-DSS60000-16020	34,990
Connecticut State Library		
Connecticard Payments	11000-CSL66051-17010	6,489
Historic Document Preservation	12060-CSL66094-35150	7,500
Total Connecticut State Library		13,989
Department of Energy and Environmental Protection		
Community Conservation & Development	13019-DEP43153-41239	275,917
Department of Transportation		
Bus Operations	12001-DOT57931-12175	187,338
Town Aid Road Grants-Municipal	12052-DOT57131-43455	344,304
Town Aid Road-STO	13033-DOT57131-43459	344,304
LET'S GO CT RAMP-UP PROGRAM	13033-DOT57551-43667	24,748
Total Department of Transportation		900,694
Department of Emergency Services and Public Protection		
Drug Asset Forfeit Rv Acct DPS	12060-DPS32155-35142	20,206
Enhanced 911 Telecomm Fund	12060-DPS32741-35190	173,884
Total Department of Emergency Services and Public Protection		194,090
Department of Veterans' Affairs		
Headstones	11000-DVA21134-16049	800
Economic and Community Development		
Urban Act Grant-OPM	13019-ECD46250-41240	2,500,000
Office of Early Childhood		
Child Care Quality Enhancement	11000-OEC64845-16158	3,881
Early Care and Education	11000-OEC64845-16274	272,898
Smart Start	11000-OEC64845-16279	225,000
Total Office of Early Childhood		501,779

See accompanying Notes to Schedule of Expenditures of State Financial Assistance.

**TOWN OF WEST HARTFORD, CONNECTICUT
SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE (CONTINUED)
YEAR ENDED JUNE 30, 2022**

State Grantor/Pass-Through Grantor/Program Title	State Grant Program Core-CT Number	State Expenditures
Office of Policy and Management		
Reimbrs Prop Tx-Disabil Exmptn	11000-OPM20600-17011	\$ 4,827
Prop Tax Relief For Veterans	11000-OPM20600-17024	46,691
Tiered Payment-in-Leiu-of-Taxes	11000-OPM20600-17111	1,156,697
Local Capital Improvement	12050-OPM20600-40254	435,387
Municipal Grants-In-Aid	12052-OPM20600-43587	805,784
MRSA- Tiered Payment-in-Leiu-of-Taxes	12060-OPM20600-35691	411,048
Total Office of Policy and Management		<u>2,860,434</u>
Total State Financial Assistance Before Exempt Programs		9,428,321
Exempt Programs		
Department of Education		
Education Cost Sharing	11000-SDE64370-17041-82010	22,431,076
Excess Cost - Student Based	11000-SDE64370-17047	4,639,980
Total Department of Education		<u>27,071,056</u>
Office of Policy and Management		
Mashantucket Pequot and Mohegan Fund Grant	12009-OPM20600-17005-13045	27,820
Total Exempt Programs		<u>27,098,876</u>
Total State Financial Assistance		<u>\$ 36,527,197</u>

See accompanying Notes to Schedule of Expenditures of State Financial Assistance.

**TOWN OF WEST HARTFORD, CONNECTICUT
NOTES TO SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE
JUNE 30, 2022**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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, 2022. 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.

Basis of Accounting

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***

Town Council
Town of West Hartford, Connecticut

We have audited, 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 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, 2022 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 February 6, 2023.

Report on 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) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion 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 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 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 or significant deficiencies may exist that have not been identified.

Report on 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 financial statements. 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.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

West Hartford, Connecticut
February 6, 2023

**TOWN OF WEST HARTFORD, CONNECTICUT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)
YEAR ENDED JUNE 30, 2022**

Section I – Summary of Auditors’ Results

Financial Statements

1. Type of auditors’ report issued: Unmodified
2. Internal control over financial reporting:
- Material weakness(es) identified? _____ yes x no
 - Significant deficiency(ies) identified? _____yes x none reported
3. Noncompliance material to financial statements noted? _____ yes x no

State Financial Assistance

1. Internal control over major programs:
- Material weakness(es) identified? _____ yes x no
 - Significant deficiency(ies) identified? x yes _____ none reported
2. Type of auditors’ report issued on compliance for major programs: Unmodified
3. 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? x yes _____ no

Major State Programs:

State Grantor and Program	State Core-CT Number	Expenditures
Office of Policy and Management		
Tiered PILOT	11000-OPM20600-17111	\$ 1,156,697
MRSA- Tiered PILOT	12060-OPM20600-35691	411,048
Local Capital Improvement	12050-OPM20600-40254	435,387
Municipal Grants-in-Aid	12052-OPM20600-43587	805,784
Department of Education		
Health and Welfare – Private School Pupil	11000-SDE64370-17034	727,783
Open Choice	11000-SDE64370-07053	981,540
Economic and Community Development		
Urban Act Grant	13019-ECD46250-41240	2,500,000

Dollar threshold used to distinguish between Type A and Type B programs: \$ 200,000

**TOWN OF WEST HARTFORD, CONNECTICUT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)
YEAR ENDED JUNE 30, 2022**

Section II – Financial Statement Findings

Our audit did not disclose any matters required to be reported in accordance with *Government Auditing Standards*.

Section III – Findings and Questioned Costs – State Financial Assistance

Finding No.

2022-001 – Special Reporting Requirement

Program

Office of Policy and Management - Local Capital Improvement Program - 12050-OPM20600-40254

Criteria

Grantees are required to annually submit form OPM-DE-2017 to OPM within 90 days of the grantee's fiscal year end.

Condition

The form OPM-DE-2017 was not submitted to OPM 90 days after the grantee's fiscal year end.

Questioned Costs

None noted

Context

Although the form OPM-DE-2017 was not submitted timely, it was determined to be submitted accurately.

Cause

The Town thought it was due after the completion of the State Single Audit.

Effect

The grantor was unable to monitor the program's progress and expenditures in a timely manner.

Recommendation

We recommend that the Town of West Hartford, Connecticut design controls to ensure compliance with reporting deadlines.

Views of Responsible Officials

Management agrees with the finding.