FINANCIAL STATEMENTS

FOR THE YEAR ENDED JUNE 30, 2016 AND THE PERIOD OCTOBER 8, 2014 (COMMENCEMENT OF OPERATIONS)
TO JUNE 30, 2015

FOR THE YEAR ENDED JUNE 30, 2016 AND

THE PERIOD OCTOBER 8, 2014 (COMMENCEMENT OF OPERATIONS) TO JUNE 30, 2015

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INDEPENDENT AUDITORS' REPORT

To the Board of Trustees

Town of Wayland Municipal Affordable Housing Trust Fund

Report on the Financial Statements

We have audited the accompanying financial statements of the Town of Wayland Municipal Affordable Housing Trust Fund (the Trust) as of June 30, 2016 and June 30, 2015 and for the year ended June 30, 2016 and the period of operations from inception on October 8, 2014 to June 30, 2015, as listed in the Table of Contents.

Management's Responsibility for the Financial Statements

The Trust's 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 audits. We conducted our audits 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 audits 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 opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Town of Wayland Municipal Affordable Housing Trust Fund as of June 30, 2016 and June 30, 2015, and the changes in financial position for the year ended June 30, 2016 and the period of operations from inception on October 8, 2014 to June 30, 2015, in accordance with accounting principles generally accepted in the United States of America.

September 15, 2016

Melanson Heath

Management's Discussion and Analysis (MD&A)

FOR THE YEAR ENDED JUNE 30, 2016 AND THE PERIOD OCTOBER 8, 2014 (COMMENCEMENT OF OPERATIONS) TO JUNE 30, 2015

Introduction

The Trustees of the Town of Wayland Municipal Affordable Housing Trust Fund (the "Trust") offer readers of the Trust's financial statements this narrative overview and analysis of its financial activities for the year ended June 30, 2016 and the period October 8, 2014 (commencement of operations) to June 30, 2015. The Trustees encourage readers to read the information presented here in conjunction with additional information that is included in the Trust's financial statements, which follow this narrative.

Organizational Overview and Purpose

The Trust was established pursuant to Chapter 491 of the Massachusetts Acts of 2004, as amended by Sections 1 through 6 of Chapter 109, i.e., M.G.L. c. 44 §55C, and authorized by the vote of the 2014 Annual Town Meeting under Article 12 of the Warrant therefor.

The Trust is governed by a Board of Trustees (the "Trustees") consisting of seven members appointed by the Board of Selectmen of the Town of Wayland. At least one of the Trustees shall be a member of the Board of Selectmen and, in making the appointments to fill the remaining positions, the Board of Selectmen shall give preference to the following: (i) a member of the Wayland Housing Authority; (ii) a member of the Planning Board; (iii) a member of the Wayland Housing Partnership; (iv) a real estate law specialist licensed to practice law in the Commonwealth of Massachusetts; and (v) two residents.

The purpose of the Trust is to provide for the creation and preservation of affordable housing in the Town of Wayland (the "Town") for the benefit of low- and moderate-income households.

Financial Highlights

The Trust's aggregate fund balances at June 30, 2016 and June 30, 2015 were \$1,105,314 and \$662,672, respectively.

During the year ended June 30, 2016 and the period October 8, 2014 to June 30, 2015, the Trust received revenues and other funding from the following sources:

- 1) The Town transferred \$370,952 and \$140,705, respectively, of inclusionary housing payments it had received from Brendon Homes LLC, the developer of River Trail Place (a 42-unit market rate residential condominium development project located in the Town Center), which made the payments pursuant to an agreement approved by vote at the Special Town Meeting held in November 2009, to the Trust. Of the \$370,952 noted above, the Trust reported \$51,166 as revenue in its financial statements for the period October 8, 2014 to June 30, 2015 under the modified accrual method of accounting;
- 2) The Trust was entitled to receive an additional \$25,583 and \$51,166, respectively, of inclusionary housing payments owed to the Town by Brendon Homes LLC as of June 30, 2016

- and June 30, 2015, respectively. These amounts have been included as revenue pursuant to the modified accrual method of accounting with corresponding receivables shown in the Trust's balance sheets at June 30, 2016 and June 30, 2015; and
- 3) The Town transferred \$95,694 and \$419,202, respectively, of community housing funds to the Trust from the Town's Community Preservation Fund ("CPF") pursuant to votes at the 2016 and 2015 Annual Town Meetings, respectively. Transfers from the Town's CPF are reported as restricted funds as the use of such funds must be used for "community housing" as defined in M.G.L. c. 44B, §1 et seq. of the Community Preservation Act ("CPA") and use of such funds is further subject to the CPA's restrictions and limitations.

During the period October 8, 2014 to June 30, 2015, the Town transferred \$51,340 from a housing fund within its revolving fund pursuant to a vote at the 2014 Annual Town Meeting.

In addition, during the year ended June 30, 2016 and the period October 8, 2014 to June 30, 2015, the Trust (i) earned interest income of \$4,099 and \$159, respectively; (ii) received contributions from the general public of \$0 and \$100, respectively; and (iii) incurred expenses of \$2,520 and \$0, respectively.

To date, the Trustees have not made any financial commitments involving the Trust's assets.

Overview of the Financial Statements

The Trust's financial statements consist of three components: (i) the MD&A; (ii) basic financial statements; and (iii) notes to the financial statements. The financial statements are presented on a fund basis. Fund balance is divided into five classifications based primarily on the extent to which the Trust is bound to observe constraints imposed upon the use of the resources in the governmental funds. For the year ended June 30, 2016 and the period October 8, 2014 to June 30, 2015, the Trust has classified the transfers it received from the Town's CPF, together with interest earned thereon, as "restricted" for financial statement purposes.

All other revenues and transfers from the Town, together with interest earned thereon, have also been classified as "restricted" for financial statement purposes meaning that such funds are restricted to be used by the Trust in advancing its purpose pursuant to M.G.L. c. 44 §55C. The total fund balance amount is restricted by the enabling legislation.

The Trust is a blended component unit of the Town of Wayland, MA, reported as a special revenue fund, included in the non-major governmental funds in the Town's Comprehensive Annual Financial Report.

Request for Information

The financial statements are designed to provide a general overview of the Trust for those with an interest in the Trust's finances. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Town of Wayland's Finance Director at 41 Cochituate Road, Wayland, MA 01778.

BALANCE SHEETS As of June 30, 2016 and 2015

	<u>2016</u>		<u>2015</u>	
ASSETS				
Cash and cash equivalents	\$	676,914	\$	611,506
Investments		402,817		0
Inclusionary housing payments receivable		25,583		51,166
Total assets	\$	1,105,314	\$	662,672
LIABILITIES AND FUND BALANCES				
Liabilities	\$	0	\$	0
Total liabilities		0		0
Fund balance				
Restricted		1,105,314		662,672
Total fund balance		1,105,314		662,672
Total liabilities and fund balance	\$	1,105,314	\$	662,672

The accompanying notes are an integral part of these financial statements.

STATEMENTS OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES For the Year Ended June 30, 2016 and for the Period October 8, 2014 (commencement of operations) to June 30, 2015

	<u>2016</u>	<u>2015</u>	
REVENUES			
Investment income	\$ 4,099	\$ 159	
Inclusionary housing payments	345,369	191,871	
Contributions - General public	0	100	
Total revenues	349,468	 192,130	
EXPENDITURES			
Total expenditures	 2,520	 0	
Excess of revenues over expenditures	346,948	192,130	
OTHER FINANCING SOURCES (USES)			
Transfers in - Town of Wayland	95,694	470,542	
Total other financing sources (uses)	95,694	470,542	
Net change in fund balance	442,642	662,672	
Fund balance, at beginning of year / inception	 662,672	 0	
Fund balance, end of year	\$ 1,105,314	\$ 662,672	

The accompanying notes are an integral part of these financial statements.

June 30, 2016 and June 30, 2015 Notes to Financial Statements

1. Organization and Purpose

The Town of Wayland Municipal Affordable Housing Trust Fund (the "Trust") was established pursuant to Chapter 491 of the Massachusetts Acts of 2004, as amended by Sections 1 through 6 of Chapter 109, i.e., M.G.L. c. 44 §55C, and authorized by the vote of the 2014 Annual Town Meeting under Article 12 of the Warrant therefor.

The purpose of the Trust is to provide for the creation and preservation of affordable housing in the Town of Wayland for the benefit of low- and moderate-income households.

The Trust is governed by a Board of Trustees (the "Trustees") consisting of seven members appointed by the Board of Selectmen of the Town of Wayland. At least one of the Trustees shall be a member of the Board of Selectmen and, in making the appointments to fill the remaining positions, the Board of Selectmen shall give preference to the following: (i) a member of the Wayland Housing Authority; (ii) a member of the Planning Board; (iii) a member of the Wayland Housing Partnership; (iv) a real estate law specialist licensed to practice law in the Commonwealth of Massachusetts; and (v) two residents.

As of June 30, 2016, there was a vacancy on the Board of Trustees following the decision by one of the two resident appointees not to seek reappointment (see Note 9).

The Town of Wayland Treasurer/Collector is currently serving as the custodian of the Trust's funds which are held in two savings accounts and two certificates of deposit at The Village Bank, and the Town of Wayland's Finance Director maintains books and records for the Trust within the Town of Wayland's financial reporting system.

The Trust shall continue so long as authorized under the Laws of the Commonwealth of Massachusetts. Notwithstanding the foregoing, the Trust may be terminated by the Town of Wayland's rescission of its acceptance of the provisions of Chapter 461 of the Acts of 2004, as amended, by majority vote at an annual meeting of the Town pursuant to M.G.L. c. 4, §4B.

2. Summary of Significant Accounting Policies

Basis of Accounting

The accounting and reporting policies of the Trust conform to accounting principles generally accepted in the United States of America applicable to state and local governments. Generally accepted accounting principles for local governments include those principles prescribed by the Government Accounting Standards Board ("GASB") and the American Institute of Certified Public Accountants in the publication entitled *Audits of State and Local Governmental Units*.

Fund Balance

Fund balance is divided into five classifications based primarily on the extent to which the Trust is bound to observe constraints imposed upon the use of the resources in the governmental funds. The classifications are as follows:

Nonspendable - The nonspendable fund balance category includes amounts that cannot be spent because they are not in spendable form, or legally or contractually required to be maintained intact. The "not in spendable form" criterion includes items that are not expected to be converted to cash. It also includes the long-term amount of interfund loans.

June 30, 2016 and June 30, 2015 Notes to Financial Statements

Restricted - Fund balance is reported as restricted when constraints placed on the use of resources are either (i) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or (ii) imposed by law, through constitutional provisions or enabling legislation, or by other binding documents, e.g., the Declaration of Trust.

Enabling legislation may include a legally enforceable requirement that those resources be used only for the specific purposes stipulated in the legislation. Legal enforceability means that the Trust can be compelled by an external party, such as citizens, public interest groups, or the judiciary to use resources created by enabling legislation only for the purposes specified by the legislation.

Committed - The committed fund balance classification includes amounts that can be used only for the specific purpose imposed by formal action of the Trustees. Those committed amounts cannot be used for any other purpose unless the Trustees remove or change the specified use by taking the same type of action they employed to previously commit those amounts. In contrast to fund balance that is restricted by enabling legislation, committed fund balance classifications may be redeployed for other purposes with appropriate due process. Constraints imposed on the use of committed amounts are imposed by the Trustees, separate from the authorization to raise the underlying revenue; therefore, compliance with these constraints is not considered to be legally enforceable. Committed fund balance also incorporates contractual obligations to the extent that the existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

Assigned - Amounts in the assigned fund balance classification are intended to be used by the Trust for specific purposes but do not meet the criteria to be classified as restricted or committed. In governmental funds other than the General Fund, assigned fund balance represents the remaining amount that is not restricted or committed.

Unassigned - The unassigned classification is used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed, or assigned.

The Trust applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

Use of Estimates and Assumptions

The preparation of financial statements in conformity with generally accepted accounting principles may require the Trustees to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financials, as well as the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates and assumptions.

June 30, 2016 and June 30, 2015 Notes to Financial Statements

Cash and Cash Equivalents

For financial statement purposes, the Trust considers all highly liquid investments with maturity of three months or less when purchased to be cash equivalents.

Investments

Investments in nonparticipating contracts, such as nonnegotiable certificates of deposit, are reported at cost. Other investments, if any, are carried at market value.

At June 30, 2016, the Trust's investments are comprised solely of nonnegotiable certificates of deposit issued by The Village Bank.

Revenue Recognition

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, long-term payables, if any, are recorded only when payment is due.

Transfers In and Out

Transfers from the Town of Wayland's Community Preservation Fund ("CPF") are reported as restricted funds as the use of such funds must be used for "community housing" as defined in M.G.L. c. 44B, §1 et seq. of the Community Preservation Act ("CPA") and use of such funds is further subject to the CPA's restrictions and limitations. Transfers from the Town of Wayland's general fund are also classified as "restricted" for financial statement purposes meaning that such funds are restricted to be used by the Trust in advancing its purpose pursuant to M.G.L. c. 44 §55C.

Inclusionary Housing Payments Receivable

This includes inclusionary housing payments due to the Trust at the end of the fiscal year that have not been paid either directly to the Trust or to the Town of Wayland (see Note 5).

3. Cash and cash equivalents

Custodial Credit Risk - Deposits. Custodial credit risk is the risk that in the event of a bank failure, the Trust's deposits may not be returned. M.G.L. c. 44 §55 limits the Trust's deposits "in a bank or trust company or banking company to an amount not exceeding sixty percent of the capital and surplus of such bank or trust company or banking company, unless satisfactory security is given to it by such bank or trust company or banking company for such excess." The Town of Wayland's investment policy requires the due diligence necessary to affirm the financial strength, capital adequacy, and reputation for any financial institution in which the Town places investments. Due diligence includes reviewing the institution's financial statements and the background of the sales representatives. The Town minimizes the concentration of credit risk by diversifying the investment portfolio among financial institutions. The policy prohibits the investment of more than ten percent (10%) of cash combined from all Town's funds in any single

Town of Wayland

Municipal Affordable Housing Trust Fund

June 30, 2016 and June 30, 2015

Notes to Financial Statements

financial institution that is not fully collateralized. The Trust does not have a separate custodial credit risk policy.

As of June 30, 2016 and 2015, deposits in excess of FDIC limits (Federal Deposit Insurance Corporation) were insured by SIF (Share Insurance Fund).

4. Investments

a. General

Upon advice received from the Town of Wayland's town counsel, the Trust is considered a separate legal entity and, therefore, is not subject to the Town's investment policies. Nonetheless, the Trustees have determined that it is prudent to have the Town of Wayland's Treasurer/Collector manage the Trust's liquid assets, where possible, in accordance with the Town's investment policy.

b. Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. For short-term investments that were purchased using surplus revenues, M.G.L. c. 44 § 55, limits the Town's investments to the top rating issued by at least one nationally recognized statistical rating organization (NRSROs).

The Trust invests in nonnegotiable certificates of deposits, which are exempt from this disclosure.

c. Custodial Credit Risk

The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The Town's custodial credit risk policy for investments mirrors the custodial credit risk policy for deposits (see Note 3 "Custodial Credit Risk - Deposits").

As of June 30, 2016, nonnegotiable certificates of deposits in excess of FDIC limits were insured by SIF.

d. Concentration of Credit Risk

The Town minimizes Concentration of Credit Risk by diversifying the investment portfolio so that the impact of potential losses from any one type of security or issuer will be minimized. There are no investments in any one issuer (other than U.S. Treasury securities and mutual funds) that represents 5% or more of total investments of the Town of Wayland.

As of June 30, 2016, the Trust's investments are limited to nonnegotiable certificates of deposit (see "Custodial Credit Risk" above).

e. Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment the greater the sensitivity of its fair value to changes in market interest rates. The Town will manage interest rate risk by managing duration in the account. The Town's investment policy

June 30, 2016 and June 30, 2015 Notes to Financial Statements

requires investment of operating funds to have maturity of one year or less from the date of purchase.

During the year ended June 30, 2016, the Trustee's determined that a portion of its cash was not required for near term operations and, therefore, instructed the Town of Wayland's Treasurer/Collector to invest such excess cash in two (2) nonnegotiable 18-month certificates of deposits issued by The Village Bank, each in the amount of \$200,000, both with fixed interest rates of 1.49% and maturity dates of July 11, 2017 (see Note 6).

f. Foreign Currency Risk

Foreign currency risk is the risk that changes in foreign exchange rates will adversely affect the fair value of an investment. The Town's policy prohibits exposure to foreign currency.

As of June 30, 2016, the Trust has no exposure to foreign currency.

g. Fair Value

The Town categorizes its fair value measurements within the fair value hierarchy established by Governmental Accounting Standards Board Statement No. 72 Fair Value Measurement and Application (GASB 72).

Per GASB 72, fair value measurement exceptions include the nonparticipating interest earning investment contracts, which have a cost based measurement under GASB 31, paragraph 8. The Trust reports its nonparticipating certificates of deposit on a cost basis.

5. Inclusionary Housing Payments

Pursuant to a vote under Article 3 at a Special Town Meeting held in November 2009 (which modified the Mixed Use Overlay District that governs the Wayland Town Center project) and certain changes to the original proposed residential development (which were approved by the Planning Board in 2013), Brendon Homes LLC, the developer of River Trail Place, a 42-unit, market rate residential condominium development project located in the Town Center ("River Trail Place"), agreed to donate an aggregate of \$537,240, or approximately \$12,791 per unit, to the Trust. The payments to the Trust are required to be made within thirty (30) days of the closing of the sale of each of condominium unit.

During the year ended June 30, 2016 and the period October 8, 2014 to June 30, 2015, a total of twenty seven (27) and fifteen (15) condominium units, respectively, were sold and the developer paid the Town of Wayland a total of \$370,952 and \$140,705, respectively, (representing payments for twenty nine (29) and eleven (11) units, respectively). Of the \$370,952 noted above, the Trust reported \$51,166 as revenue in its financial statements for the period October 8, 2014 to June 30, 2015 under the modified accrual method of accounting.

As of June 30, 2016 and June 30, 2015, the developer owes an additional \$25,583 and \$51,166, respectively, with respect to the remaining two (2) and four (4) units, respectively, which were sold. The Town transferred the funds it received from the developer to the Trust by depositing such funds in one of two savings accounts maintained by the Town, for the benefit of the Trust, at The Village Bank (see Note 9).

June 30, 2016 and June 30, 2015 Notes to Financial Statements

6. Transfers from the Town of Wayland

On April 19, 2016, the Town of Wayland transferred \$95,694, which was authorized by the vote of the 2016 Annual Town Meeting under Article 25 of the Warrant therefor, to the Trust.

On May 11, 2015, the Town of Wayland transferred the following amounts to the Trust:

- (i) \$51,340, which was authorized by the vote of the 2014 Annual Town Meeting under Article 10 of the Warrant therefor; and
- (ii) \$419,202, which was authorized by the vote of the 2015 Annual Town Meeting under Article 13 of the Warrant therefor.

The funds authorized at the 2014 Annual Town Meeting, which were transferred from a housing fund within the Town of Wayland's revolving fund, were deposited in the savings account in which the Town deposited the inclusionary housing payments; and the funds authorized at the 2016 and 2015 Annual Town Meetings, which were transferred from funds set aside in the Town of Wayland's CPF for community housing, were deposited in a separate savings account maintained by the Town, for the benefit of the Trust, at The Village Bank (see Notes 2 and 3).

During the year ended June 30, 2016, the Trust invested \$200,000 of the amount previously held in the special savings account noted above in a certificate of deposit at The Village Bank which is identified as having been funded with funds received from the Town of Wayland's CPF (see Notes 2 and 4).

7. Contributions

On November 21, 2015, the accounts noted below were closed and the funds held in such accounts were transferred to the savings account in which the Town deposited the inclusionary housing payments.

On March 14, 2015, the Trust received a \$100 contribution from one of the Trustees. This contribution was used to establish a checking and savings account at The Village Bank, both of which were established under the Trust's tax identification number (see Note 8).

8. Income and Other Taxes

Upon advice received from the Town of Wayland's town counsel, the Trust is exempt from federal income taxes by virtue of its status as an "instrumentality" of the Town of Wayland. To date, the Trust has not sought a private letter ruling from the Internal Revenue Service with respect to its status for federal income tax purposes and it is uncertain whether or not the Trust will do so in the future.

On September 11, 2015, the Trust timely filed its initial Form 1041, *U.S. Income Tax Return for Estates and Trusts*, for the taxable period October 8, 2014 to December 31, 2014, on which the Trust disclosed its tax exempt status and indicated that no further tax returns will be filed by the Trust. No tax return was filed for the taxable year ended December 31, 2015.

Pursuant to M.G.L. c. 44, §55C(g), the Trust is exempt from the provisions of M.G.L. c. 59 and 62, and from any other provisions of law concerning payment of taxes based upon or measured by property or income imposed by the Commonwealth of Massachusetts or the Town of Wayland.

June 30, 2016 and June 30, 2015 Notes to Financial Statements

9. Subsequent Events

The Trust has evaluated subsequent events through September 15, 2016, the date on which these financial statements were available to be issued.

The Town received an aggregate of \$25,583 from Brendon Homes LLC, the developer of River Trail Place, with respect to the remaining two condominium unit sales which occurred prior to June 30, 2016.

On July 7, 2016, the Town transferred the \$25,583 it received from Brendon Homes LLC to the Trust by depositing such amount in the savings account described in Note 5.

On August 3, 2016, the Board of Selectmen appointed a resident to fill the vacant position on the Board of Trustees for a two-year term ending June 30, 2018.