TOWN OF BERKLEY, MASSACHUSETTS

INDEPENDENT AUDITORS' REPORTS REQUIRED BY TITLE 2 U.S. *CODE OF FEDERAL REGULATIONS* PART 200, *UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS* (UNIFORM GUIDANCE) AND *GOVERNMENT AUDITING STANDARDS*

FOR THE YEAR ENDED JUNE 30, 2024

TOWN OF BERKLEY, MASSACHUSETTS

REPORTS ON FEDERAL AWARD PROGRAMS

FOR THE YEAR ENDED JUNE 30, 2024

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

To the Honorable Selectboard
Town of Berkley, Massachusetts

We have audited, in accordance with the auditing standards generally accepted in the United States of America ("GAAS") and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States ("*Government Auditing Standards")*, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Berkley, Massachusetts (the "Town"), as of and for the year ended June 30, 2024 and the related notes to the financial statements, which collectively comprise the Town's basic financial statements, and have issued our report thereon dated February 26, 2026.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Town'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 opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

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 and therefore, material weaknesses or significant deficiencies may exist that were not identified. We identified a certain deficiency in internal control, as described in the accompanying schedule of findings as item 2024-001 that we consider to be a material weakness.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town’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*.

The Town’s Response to the Findings

Government Auditing Standards requires the auditor to perform limited procedures on the Town's response to the findings identified in our audit and described in the accompanying schedule of findings and responses. The Town's responses were not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the responses.

Purpose of this Report

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

CBIZ CPAs P.C.

Merrimack, New Hampshire
February 26, 2026

CBIZ CPAs P.C.

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Independent Auditors' Report on Compliance for Each Major Federal Program; Report on Internal Control Over Compliance; and Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

To the Honorable Selectboard
Town of Berkley, Massachusetts

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited the Town of Berkley, Massachusetts' (the "Town") compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the Town's major federal programs for the year ended June 30, 2024. The Town's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Town complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2024.

Basis for Opinion on Each Major Federal 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 *("Government Auditing Standards")*; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200*, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance 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 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 federal program. Our audit does not provide a legal determination of the Town'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's federal programs.

Auditors' Responsibility 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'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 Uniform Guidance 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's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, 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'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'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 Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Town'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

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

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's 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. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

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.

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 Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements. We issued our report thereon dated February 26, 2026, 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 federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

CBIZ CPAs P.C.

Merrimack, New Hampshire
July 16, 2026, except for our report on the schedule of expenditures of federal awards, for which the date is
February 26, 2026

Town of Berkley, Massachusetts

Schedule of Expenditures of Federal Awards

For the Year Ended June 30, 2024

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal Assistance Listing Number	Pass-Through Entity Identifying Number	Amount Passed Through to Subrecipients	Expenditures
U.S. DEPARTMENT OF AGRICULTURE:				
Passed through Massachusetts Department of Elementary and Secondary Education:				
CHILD NUTRITION CLUSTER:				
Non-Cash Assistance (Commodities):				
National School Lunch Program	10.555	03-027	$ -	$ 50,904
Cash Assistance:				
National School Lunch Program	10.555	03-027	-	197,857
Total National School Lunch Program			-	248,761
Cash Assistance:				
School Breakfast Program	10.553	03-027	-	57,986
TOTAL CHILD NUTRITION CLUSTER			-	306,747
School Nutrition Equipment Assistance for Schools	10.579	722-800331-2024-0027	-	10,600
TOTAL AGRICULTURE			-	317,347
U.S. DEPARTMENT OF JUSTICE:				
Passed through Executive Office of Public Safety:				
Volunteer Fire Assistance Program Grant	16.698	VFAGRANT-2021	-	4,307
Direct Program:				
Edward Byrne Memorial Justice Assistance Grant Program	16.738	Not Applicable	-	43,405
TOTAL JUSTICE			-	47,712
U.S. DEPARTMENT OF TRANSPORTATION:				
Passed through Massachusetts Executive Office of Public Safety and Security:				
HIGHWAY SAFETY CLUSTER:				
National Priority Safety Programs	20.616	2024MRSPBERKLEY	-	2,908
U.S. DEPARTMENT OF TREASURY:				
Direct Program:				
COVID-19 - Coronavirus State and Local Fiscal Recovery Funds	21.027	Not Applicable	-	693,292
Passed through Bristol County:				
COVID-19 - Coronavirus State and Local Fiscal Recovery Funds	21.027	Not Available	-	34,811
Total COVID-19 - Coronavirus State and Local Fiscal Recovery Funds			-	728,103

See notes to schedule of expenditures of federal awards

Town of Berkley, Massachusetts

Schedule of Expenditures of Federal Awards (Continued)

For the Year Ended June 30, 2024

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal Assistance Listing Number	Pass-Through Entity Identifying Number	Amount Passed Through to Subrecipients	Expenditures
U.S. DEPARTMENT OF EDUCATION:				
Passed through Massachusetts Department of Elementary and Secondary Education:				
Title I Grants to Local Educational Agencies	84.010	305-685805-2023-0027	-	86,258
SPECIAL EDUCATION CLUSTER:				
Special Education Grants to States (IDEA, Part B)	84.027	240-000558-2024-0027	-	249,318
Special Education Grants to States (IDEA, Part B)	84.027	274-000662-2024-0027	-	1,750
Total Special Education Grants to States (IDEA, Part B)			-	251,068
Special Education Preschool Grants (IDEA, Preschool)	84.173	262-000559-2024-0027	-	11,636
TOTAL SPECIAL EDUCATION CLUSTER			-	262,704
Improving Teacher Quality State Grants	84.367	140-685804-2023-0027	-	19,242
Student Support and Academic Enrichment	84.424	309-685806-2023-0027	-	9,692
COVID-19 Education Stabilization Fund	84.425U	119-567374-2022-0027	-	373,428
COVID-19 Education Stabilization Fund	84.425D	653-784132-2024-0027	-	7,195
COVID-19 Education Stabilization Fund	84.425D	165-799663-2024-0027	-	30,672
COVID-19 Education Stabilization Fund	84.425D	FY24 CHRONIC ABSENCES	-	10,000
Total COVID-19 Education Stabilization Fund			-	421,295
TOTAL EDUCATION			-	799,191
U.S. DEPARTMENT OF HOMELAND SECURITY:				
Passed through Massachusetts Emergency Management Agency:				
Emergency Management Performance Grants	97.042	FY24EMPG2300000BERKL	-	2,700
Direct Program:				
Assistance to Firefighters	97.044	Not Applicable	-	328,118
TOTAL HOMELAND SECURITY			-	330,818
TOTAL			$ -	$ 2,226,079

See notes to schedule of expenditures of federal awards

Town of Berkley, Massachusetts

Notes to Schedule of Expenditures of Federal Awards

For the Year Ended June 30, 2024

Note 1 – Basis of Presentation

The accompanying Schedule of Expenditures of Federal Awards (the "Schedule") includes the federal award activity of the Town of Berkley, Massachusetts (the "Town") under programs of the federal government for the year ended June 30, 2024. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the Town, it is not intended to and does not present the financial position, changes in net position, or cash flows of the Town.

Note 2 – Summary of Significant Accounting Policies

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

(a) Basis of Accounting – The accompanying Schedule is presented on the modified accrual basis of accounting. Accordingly, expenditures are recognized when the liability is incurred. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

(b) Cash Assistance – School Breakfast Program and National School Lunch Program – Program expenditures represent federal reimbursement for meals provided during the year.

(c) Non-Cash Assistance (Commodities) – National School Lunch Program – Program expenditures represent the value of donated foods received during the year.

(d) The Town has not elected to use the 10-percent de minimis indirect cost rate as allowed under Uniform Guidance.

Town of Berkley, Massachusetts

Schedule of Findings and Questioned Costs

For the Year Ended June 30, 2024

Section I – Summary of Auditors' Results

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP:	*Adverse*	
Internal control over financial reporting:		
Material weakness(es) identified?	X Yes	___ No
Significant deficiency(ies) identified?	___ Yes	X None reported
Noncompliance material to financial statements noted?	___ Yes	X No

Federal Awards

Internal control over major federal 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 federal programs:	*Unmodified*	
Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?	___ Yes	X No

Identification of Major Federal Programs

Assistance Listing Number(s)	Name of Federal Program or Cluster
21.027	COVID-19 – Coronavirus State and Local Fiscal Recovery Funds
84.425	COVID-19 – Education Stabilization Fund

Dollar threshold used to distinguish between Type A and B programs:	$750,000	
Auditee qualified as low-risk auditee?	___ Yes	X No

Section II – Findings – Financial Statements Audit

Finding 2024-001: Material Weakness – Lack of Monthly Reconciliation of Tax Receivables

Criteria:
Effective internal controls, as required by generally accepted accounting principles and best practices for governmental accounting, include the regular (at least monthly) reconciliation of tax receivable balances between the Tax Collector's receivable ledger and the Town Accountant's general ledger. Such reconciliations help ensure the accuracy, completeness, and integrity of financial records and support the proper reporting of the Town's financial position.

Condition:
The Town's Tax Collector and Town Accountant have not been performing monthly reconciliations of tax receivable balances. As a result, the receivable balances recorded in the Tax Collector's ledger are not routinely compared and reconciled to the amounts reported in the general ledger maintained by the Town Accountant.

Cause:
There is a lack of established procedures and oversight to ensure that monthly reconciliations of tax receivables are completed and reviewed.

Effect:
The absence of timely and regular reconciliation increases the risk that errors, omissions, or irregularities in the recording and reporting of tax receivables may occur and not be detected or corrected in a timely manner. This represents a material weakness in internal control over financial reporting and could result in material misstatement of the Town's financial statements.

Recommendation:
The Town should establish and implement procedures requiring the Tax Collector and Town Accountant to perform and document monthly reconciliations of tax receivable balances. These reconciliations should be reviewed and approved by appropriate supervisory personnel to ensure the completeness and accuracy of the Town's accounting records.

Views of Responsible Officials:
See corrective action plan included herein.

Section III – Findings and Questioned Costs – Major Federal Award Program Audit

None.

Section IV – Summary Schedule of Prior Year Audit Findings

None.

TOWN OF BERKLEY

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Audit Finding Reference: 2024-001 Lack of Monthly Reconciliation of Tax Receivables

Planned Corrective Action:

Management concurs with the recommendation and will implement procedures requiring the Tax Collector and Town Accountant to perform and document monthly reconciliations of tax receivable balances. These reconciliations will be reviewed and approved by appropriate supervisory personnel to ensure the completeness and accuracy of the Town's accounting records.

Planned Implementation Date of Corrective Action:

1/1/2026

Person Responsible for Corrective Action:

Signed by:
Ashleigh Haslam
8EA3BC6FF2634F2...

Signature