

CHARLOTTE TOWN AUDITORS
Minutes for the Monday, June 17, 2013, Meeting
At the Charlotte Town Hall

Present: Town Auditors: Robert Mack, Peter Trono, Nancy Wood
Others: Selectboard Chair Charles Russell, Town Treasurer Mary Mead

The meeting was called to order at 3:00 p.m.

The minutes of the May 20, 2013, meeting were approved on a motion of Peter Trono, second by Robert Mack, unanimous vote.

There was discussion of Batchelder Associates' pre-year end audit visit on June 12, 2013, during which both Trono and Mack had an opportunity to talk with Bonnie Batchelder.

Re the issue of charges by an independent contractor at Rice Lumber, Charles Russell said that the Selectboard will deal with it during July and August. Robert Mack will draft a letter with the Town Auditors' recommendations for discussion at the next auditors' meeting. Nancy Wood will discuss the issue with Wally Gates and David McNally.

The status of CVFRS bookkeeping and financial agreement was raised under other business early in the meeting due to the need for Charles Russell to go to another meeting. Charles Russell and Ellie Russell were planning to meet with F&R on Thursday about the MOU, and it was expected to be discussed at the first meeting of the Selectboard in July. Charles Russell said that the F&R books were to be handed over to CVFRS at that time, and that only two parts of the Batchelder audit recommendations were not done yet: completion of the MOA and the inventory of equipment. Robert Mack expressed a concern about who would be doing the books for F&R; Russell said that Patrice Machavern will do until someone is in place.

Re RFP/contract recommendations, Peter Trono presented the Vermont League of Cities and Towns model policy for purchasing goods and services. He will come to next meeting with specific details.

The date of the next meeting was set for July 8, 2013, at 3 p.m.

Meeting was adjourned at about 4:30 pm.

Elected Town Auditors: Robert Mack, Peter Trono, Nancy Wood

June 17, 2013, minutes approved at the Monday, July 8, 2013, meeting.