

Audit Board Meeting

29 May 2018

Audit Board members present: Doug Dows, Bob Groff.

1. At 3:03 PM the meeting was called to order
2. There were no public comments.
3. A motion from Bob to approve the 8 May 2018 meeting minutes. Motion passed.
4. VLCT Model Rules of Procedure For Municipal Boards as amended, signed
5. Review of Capital Expenditures and supporting documents continued. Questions for Select Board:

- The port-a-potty used at the Town Garage on Town Meeting day was charged to the Town Hall restoration account. What was the rationale for this decision?
- The repair of the toilet at the Town Hall was charged to the Town Hall restoration account. What was the rationale for this decision?
- The counter in the Town Clerk office was reconfigured and a granite countertop was installed with funds from the Town Hall restoration account. What was the rationale for this decision?
- The 911 address sign was obtained from funds out of the Town Hall restoration account. What was the rationale for this decision?

In each case, should funds from the ongoing operations account have been used instead?

6. A motion from Doug to take up the review of the Audit Checklist from VLCT Handbook that was tabled on 24 April, 2018 is put forth. Motion passed. Discussion follows. A review of the items on the checklist was performed. Specific areas of concentration to be followed up on.

7. Next meeting TBD

8. At 4:15 PM A motion from Doug to adjourn. Motion passed, meeting was adjourned.

Respectfully submitted,

Bob Groff

Town Auditor Secretary