

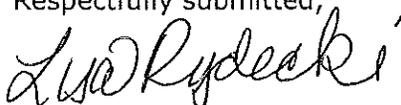
AUDIT COMMITTEE

MEETING MINUTES

May 5, 2016– Town Hall, Conference Room #1

- I. Call to order – The meeting was called to order at 5:30 P.M.
- II. Roll Call -
Members present: Diana Serra, Councilor
Dave Nagel, Councilor
Gail Budrejko, Councilor
Staff and Others: Ann Harter, Director of Finance
Lisa Rydecki, Deputy Director of Finance
- III. Public Participation - None.
- IV. Election of Committee Chairperson - Motion was made by G. Budrejko to appoint D. Nagel as committee chairperson. Seconded by D. Serra and approved by unanimous vote.
- V. New Business: Interviews of possible auditors
 - A. Harter answered committee questions about the matrix she put together of the two candidates. The committee reviewed the questions to be asked of the audit firms and discussed differences between the firms.
 - RSM US LLP – Scott Bassett
Mr. Bassett gave an overview of the firm which is a national firm with 80 staff in Connecticut, of which 45 are government specialists. They audit 50% of the AAA communities in CT. They offer webinars for clients 3 times a year to educate them on changing standards and pronouncements. They emphasize quality control by assigning each audit a quality control partner.
 - Blum, Shapiro & Co., PC – Gerald Paradis and Nikoleta McTigue.
Mr. Paradis gave an overview of the firm. Of 429 staff, 64 are government specialists. They audit 23 municipalities with populations of 30,000 or more and 31 municipalities with a GFOA Certificate of Excellence in Financial Reporting. They are in contact with clients year-round to keep them informed and up to date on new standards and pronouncements. They assign each audit a concurring partner who is responsible for quality control and also able to step in for the engagement partner in the event of an emergency.
 - Discussion between the committee members about the 2 firms interviewed ensued. D. Serra made a motion to recommend to the Town Council that they appoint Blum, Shapiro & Co. and G. Budrejko seconded the motion. The motion passed by unanimous vote.
- VI. Public Participation – None.
- VII. Remarks by Committee Members – G. Budrejko asked what else the committee does and A. Harter explained that they would meet again at the start of the audit engagement to establish communication with the auditors by reviewing Auditing Standard No 114 and the scope and objective of the audit.
- VIII. Adjournment – Motion to adjourn the meeting at 7:37 pm was made by G. Budrejko and seconded by D. Serra. It passed unanimously.

Respectfully submitted,



Lisa Rydecki