

18 January 2017

Auditors meeting notes:

Discussed the overall conditions of the files, they are much better than years past.

One concern is with the bank statements which are still not being balanced monthly to a true (\$0.00) balance. Numerous months the balances are off. A correction to the end of year balance of the computer system kept occurring throughout the year.

Monthly invoice and payrolls files are well maintained and documented. Issues found are small in nature and for the most part fixed on the spot.

We noticed discrepancies in equipment rates for Kennison & Sons invoices. Apparently they had a rate increase during the year but the Town personnel were not sure of when and how much. Suggestion was made for Kennison & Sons to turn in a rate sheet and keep it current for the Treasurer to work with when reviewing invoices.

Discussion was held to consider an increase in the Selectmen's rate of pay. Consensus was that they had a good increase in 2015 and none would be approved this year.

<Signed>

Kay Courson

Dianne Laplante

Gordon Lesperance