

DATE: November 1, 2021

TIME: 9:19 AM

**TOWN OF BELMONT
PERMANENT AUDIT COMMITTEE MEETING**

Minutes: Monday, April 27, 2020, Zoom Meeting, 9:00AM
Present: Robert Keefe, Robert Forrester, Frank Caruso, ex-officio member Town Accountant Chitra Subramanian, Glenn Logan
Also Present: Chris Roy and Makar-Limanov from the Belmont Municipal Light Department, James Goulet and Heather Isaacs from Goulet, Salvidio and Associates
Absent: ex-officio member Town Treasurer, Floyd Carman,

Chairman Robert Keefe called the meeting to order at 9:00 AM.

Heather Isaac reviewed the 2019 Draft Financial Statements and Internal Control Report. Committee Members asked various questions which were responded to by Ms. Isaacs, Mr. Goulet, and members of the BMLD.

Discussion was held regarding the power costs as described in MD&A including the usage of the Rate Stabilization Reserve to partially offset the cost impact for 2018. The MD&A disclosures were revised to clarify the 2019 comparative effect. The financial statements were subsequently updated through April 29, 2020, to reflect various changes after discussion and review.

Overall Results:

- Unmodified Opinion
- Information received was accurate.
- Responses to audit inquiries were timely.
- Discussed required auditor communications
- No material control weakness but significant control deficiencies were noted as described below.

Internal Control Comments

As noted in prior years and as expected in the current year, the same internal control comment on the preparation of the financial statements and the related financial statement disclosures was reported for 2019 and is expected to be a recurring comment reflecting the small size and related staffing of the BMLD.

- Accounts Receivable Collections - Belmont Light should evaluate the outstanding balance of protected customer accounts on a periodic basis to determine the appropriate action for collections.
- The comments on Accounts and Customer Liens Receivables are expected to be addressed by BMLD in 2020.

- ***Significant Accounts and Processes:***

- Customer Liens Receivable - Belmont Light should reconcile customer account liens with the Town of Belmont on a periodic basis in order to track customer liens receivable accurately.

A copy of the BMLD financial statements for the year ended 2019 are on file with the Department.

The meeting was adjourned.

Respectfully submitted,

Glen Castro