

DATE: November 1, 2021
TIME: 11:02 AM

TOWN OF BELMONT PERMANENT AUDIT COMMITTEE MEETING

Minutes: Wednesday, April 28, 2021, Zoom Meeting, 9:00AM
Present: Robert Keefe, Robert Forrester, Frank Caruso, ex-officio member Town Accountant Glen Castro,
Also Present: Craig Spinale and Maria Makar-Limanov from the Belmont Municipal Light Department, Heather Isaacs from Goulet, Salvidio and Associates
Absent: ex-officio member Town Treasurer, Floyd Carman, ex-officio member of the Select Board Roy Epstein, Glenn Logan

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

Heather Isaac reviewed the 2020 Draft Financial Statements and Internal Control Report. Committee Members asked various questions which were responded to by Ms. Isaacs and members of the BMLD.

After discussion and further revisions, the disclosure in MD&A was expanded to more fully describe the new agreement between the Select Board and BMLD regarding the changes in current and future PILOT payments through 2024. The disclosure and presentation on the balance sheet was also changed to separately show the amount due to the rate stabilization reserve for 2020. The financial statements were updated through May 14, 2021 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 2020 and is expected to be a recurring comment reflecting the small size and related staffing of the BMLD.

Significant Accounts and Processes:

- Accounts Receivable Collections – As noted prior years, Belmont Light should

evaluate the outstanding balance of protected customer accounts on a periodic basis to determine the appropriate action for collections.

Progress on the collections process was impacted by the Covid-19 pandemic throughout calendar year 2020. BMLD expects to focus on the collections process during 2021.

- Customer Liens Receivable - The 2019 comment was resolved in 2020.

A copy of the BMLD financial statements for the year ended 2020 are on file with the Department.

The meeting was adjourned at 11:30 am.

Respectfully submitted,

Glen Castro