



TOWN OF ST. JOHNSBURY

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Special Meeting of the St. Johnsbury Select Board Oct. 23rd, 2023 @ 5:30 pm

Present-

Select Board: Frank Empsall, Dennis Smith, Tracy Zschau, Steve Isham, Brendan Hughes (via zoom)

Staff: Rachel Waterhouse, Chad Whitehead, Lesley Russ (via zoom), Stacy Jewell, Chief Brad Reed

Press: KATV

Public: Rick Brigham (via zoom)

Audit Presentation By Sullivan Powers and Company:

- Chad Whitehead, Town Manager explained that the audit report is available on the Town website and hard copies are available for the Select Board if they wish.
- Rick Brigham from Sullivan Powers and Company presented the Select Board with the annual audit review.
- He explained that there are three options for the auditor's opinion the Town was given the unqualified opinion. He explained that a lot of work went into the audit and thanked Finance, the Town Clerk/ Treasurer, the Select Board, and Town Manager's Office.
- Reviewed the Town's financial position as of June 30th. Rick explained that the Town is overall in pretty good shape and no concerns were noted. Reserves are at fairly healthy levels at this time.
- Overall the Town of St. Johnsbury saw an increase in fund balances and hit expenditures.
- The Town continues to follow the Town Pension Plan and VMERS requirements.
- No compliance issues were noted during the audit. The internal controls letter showed no significant findings and no material weaknesses.
- The town has good reliable systems in place and Sullivan Powers and Company have no recommendations. There were no difficulties or disagreements with management during the audit.
- No questions or comments for from board or the public.
- Frank mentioned that it was pretty straight forward.
- Rick mentioned that it was one of the first audits out the door because of the preparation from staff before the audit.
- Frank thanked everyone that had an impact on the audit.
- Chad thanked Rick and Sullivan Powers and Company. Thanked Lesley, Stacy, and Rachel for their hard work along with department heads. He explained that a clean audit takes a lot of work throughout the year and thanked everyone for all their help.
- Frank thanked Rick.

On a motion by Dennis and second by Tracy the board adjourned by unanimous decision.