



Office of the
BOARD OF SELECTMEN
272 Main Street Townsend, Massachusetts 01469

Sue Lisio, Chairman

Wayne Miller, Vice-Chairman

Don Klein, Clerk

James M. Kreidler, Jr.,
Town Administrator

Office (978) 597-1701
Fax (978) 597-1719

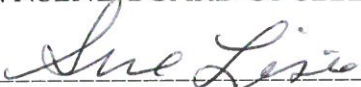
BOARD OF SELECTMEN

POLICY #04-2019 - AUDIT COMMITTEE

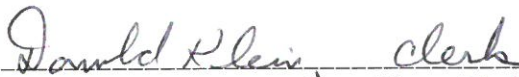
TOWN OF TOWNSEND AUDIT COMMITTEE

1. There shall be a three (3) member Audit Committee in the Town of Townsend, appointed by the Board of Selectmen annually in December
2. The Audit Committee shall be comprised of one (1) member of the Board of Selectmen one (1) member of the Finance Committee and one (1) registered voter in the town who has finance experience, preferably municipal finance experience.
3. Administrative support staff to the Audit Committee shall be provided by the Town Administrator and the Town Accountant.
4. The Audit Committee shall solicit, interview and recommend to the Board of Selectmen the firm of independent auditors that is to audit and report on the financial statements issued by the Town. The Audit Committee shall review the audit plan with the independent auditors upon completion of the audit, meet with the independent auditors to discuss the results of the audit, the management letter and the annual financial reports.
5. The Audit Committee shall transmit a copy of the completed annual audited financials and management letter report to the Board of Selectmen and the Finance Committee, and with the assistance from the auditing firm if so desired, shall present the results of the annual audited financials and management letter report to a jointly held public meeting of the Board of Selectmen and the Finance Committee.
6. Funding for the annual independent audit shall be budgeted in the Town Accountant's annual budget.

TOWNSEND BOARD OF SELECTMEN


Sue Lisio, Chairman


Wayne Miller, Vice-Chairman

 clerk
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Filed with the Town Clerk: 9/9/19

VOTED: September 3, 2019