

Warrant Committee

March 9, 2015

Thirtieth meeting

Present: T. Hays, P. Pasquerella, D. Turner, J. Schindler, P. Mathews, C. Karimbakas, B. White, K. Sorgi, J. Potter, R. Boehler, J. Eckner, LM. McLean, M. Maholchic, S. McCurdy

Reserve Fund: \$400,000, of which \$317,225 is set aside for potential demolition of Zero Central Avenue property, leaving available balance of \$82,775.

Guests: Rick Neely, Town Government Study Committee

1. Chair Hays called the meeting to order at 7:37 p.m. in the Blute Conference Room and welcomed members of the Town Government Study Committee. The following articles were then discussed:
2. Article 7, the establishment of an Audit Committee. On a motion by Member Mathews and seconded by Member McLean, the WC voted to accept the article 12/0/1 and Member Sorgi thanked Mr. Neely for his extensive town service.

RECOMMENDED that the Town vote to amend the General Bylaws of the Town by inserting in Chapter 4 a new section as follows:

The Moderator shall establish and appoint a committee of five (5) persons for staggered terms not to exceed three years to be known as the Audit Committee. A minimum of three persons who serve shall have experience in accounting or auditing or financial management .No appointee shall be an employee of the Town of Milton or a member of a Town of Milton governmental entity, with the exception of the Milton Town Meeting. The Audit Committee shall be assisted by the Town Administrator and/or or other Town employees as requested by the Audit Committee in its work.

The Audit Committee shall annually develop a scope of audit services, including the review of internal controls, to be performed by an independent licensed public accounting firm. Said audit shall be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996 and the provisions of OMB Circular A-133 and auditing standards issued by the Commonwealth of Massachusetts.

The Committee shall develop and administer the selection process and shall recommend to the Board of Selectmen the appointment of an independent licensed public accounting firm for the conduct of the annual audit of the Town's financial statements.

The Audit Committee, after the Board of Selectmen has received the annual audited financial statements and Management Letter (inclusive of the internal controls review and findings), shall review and discuss the results with the Board of Selectmen and other elected Boards and Town officials as appropriate.

The Audit Committee shall report to the Annual Town Meeting on the ongoing compliance with the Management Letter and internal control recommendations.

The Audit Committee shall annually review the performance and independence of the audit firm and report to the Board of Selectmen.

The Audit Committee shall not conduct any audit nor is it responsible for determining or certifying that the Towns' financial statements are complete, accurate, fairly presented, or in accordance with GAAP or applicable law, nor is the Audit Committee responsible for guaranteeing the independent registered public accounting firm's report or to assure compliance with laws or regulations generally.

3. Article 42, the establishment of a quorum system for public bodies. The wording of the article was determined unclear and in need of revision.

Member Karimbakas arrived at 8:22 PM.

4. Article 43, the appointment of a five-member Town Bylaw Review Committee. On a motion by Member Pasquerella and seconded by Member Potter, the WC voted to accept the article, 13/0/0.

RECOMMENDED that the Town vote to authorize the Town Moderator to appoint a Town Bylaw Review Committee consisting of five (5) members to review the Town's existing General Bylaws, with the exception of Chapter 10, known as the Zoning Bylaw, Chapter 13, known as the Personnel Administration Bylaw, Chapter 15, known as the Wetlands Bylaw, and Chapter 21, known as the Stormwater Management Bylaw, and to make recommendations, if any, to Town Meeting as to additions, deletions and changes to, and organization of, such Bylaws, such Committee to report annually in the Town's Annual Report as to its activities and shall expire on the third anniversary of its first meeting, unless extended by vote of the Town Meeting.

5. Article 36, the establishment of a trust fund to reduce the unfunded actuarial liability of health care and other post-employment benefits. It was decided that specific numbers/amounts were needed for approval and that the vote should be postponed.
6. Article 16, the establishment of a five-member Information Technology Committee. After much debate the motion to vote was withdrawn and rescheduled for March 16th.
7. The FY16 budget was then discussed: Capital Projects, Hendries, state aid, snow & ice, free cash.
8. On a motion by Member McLean and seconded by Member Pasquerella, the meeting adjourned at 10:39 p.m. 13/0/0

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Respectfully submitted,
Julia Getman, Warrant Committee Clerk