

**Shrewsbury Board of Auditors
Public Meeting, December 13, 2021**

Note: These minutes are unofficial until approved by the Board of Auditors at the next meeting.

The Shrewsbury Board of Auditors convened at the Shrewsbury Town Office for a publicly warned meeting on December 13, 2021 at 1:00. Present were board members Rich Biziak (chair), Sandy Bragg and Lee Wilson.

The agenda was approved with the addition of a discussion about an independent town audit.

The minutes of the August 11, 2021 meeting were approved as read.

No members of the public were present.

The 1st and 2nd quarter audit was discussed. The audit was straightforward with no issues except the transfer station ticket inventory did not reconcile. Rich believes he may have miscounted the number of tickets in inventory at the end of 2020 and the error has carried forward. A tandem transfer station ticket inventory conducted by Rich and Bert Potter at the end of the third quarter should have resolved the discrepancy but will be confirmed with the fourth quarter reconciliation.

3rd quarter audit tasks will remain the same as previous quarters.

4th quarter and town report tasks will remain the same. We agreed to meet for the 4th quarter audit on January 21 at 10:00. Rich reported that a significant number of out of town reports have already been received and are available for editing on the auditors' Google Drive. A person was selected to be recognized in the annual report dedication. Lee will be contacting appropriate individuals for information and writing it.

Rich asked Lee to draft a narrative report to be given to the selectmen that will provide information about the cost of a professional audit. Lee has canvassed nearby towns that have had such audits and obtained costs numbers as well as the names of three accounting businesses which regularly do municipal audits.

The meeting was adjourned at 2:15.

Respectfully submitted,
Lee Wilson