

Town of Westport
Audit Committee
Meeting Minutes
May 22, 2023

Members Present: C. Brown, R. Brewer, J. Paquin; Absent: G. Cabral

Also Present: N. Pearsall, A. Roselli (via phone)

1. Call to Order - Meeting called to order at 6:00 pm.
2. Approval of Minutes - Minutes of March 13, 2023 were approved.
3. Discussion – With Town Auditor Anthony Roselli participating by phone, the FY2022 Management Letter was discussed. It was reported that there were no material weaknesses. Other items discussed were Network Security, Long-term Obligations, investment income and rising short-term interest rates and fraud risk management. Mr. Roselli will be invited to a meeting of the Select Board to present his findings.
4. Update from the Town Accountant – This discussion was handled as part of the Town Auditor report in #3 above.
5. Changing Meeting Day of the Week – This item was passed over since all members were not present.
6. Search for an Additional Committee Member – As an At-Large vacancy exists, it was agreed we should reach out to prospective candidates and report any names back to the committee.
7. Items Not Anticipated 24 Hours Before the Meeting – None were reported.
8. Next Meeting – The next meeting will be set for mid-September after a review of other suitable dates.
9. Adjournment – The meeting was adjourned at 7:20 pm.

Respectfully submitted,
Richard W. Brewer, Secretary

List of Documents:

1. *Management Letter, Year-End 2021*
2. *Financials – FY2022*
3. *Single Audit – FY2022*