

**TOWN COUNCIL MINUTES
BUDGET/MANAGEMENT COMMITTEE
Town Hall Council Chambers
April 1, 2019, Monday**

Present: Michael Molisse, Chairman
Jane Hackett, Vice Chairman
Christopher Heffernan, Councilor
Maureen Kiely, Councilor
Brian McDonald, Councilor

Also Present: Richard Swanson, Town Auditor
Brian Connolly, Chief Financial Officer

Recording Secretary: Mary Barker

Chair Molisse called the meeting to order at 6:46 PM.

19 022-Contract for Independent Audit

This measure was referred to the Budget/Management Committee on March 18, 2019. Auditor Swanson presented his process for request for proposal. They follow the same process as the prior (three years ago). He will send the RFP to six qualified firms- Melanson Heath, O'Connor & Drew, Gray Gray & Gray, Powers & Sullivan, Blum Shapiro, and Greenberg, Rosenblatt, Kull and Bitsoli. All specialize in and have considerable experience in auditing municipalities. Some other firms he researched were too small and wouldn't be able to devote the time or personnel. Weymouth has contracted for nine years with Melanson Heath. Prior to that it was Powers & Sullivan, and before that, O'Connor & Drew. The chosen firm will also have to do the single audit and school End of Year audit. The RFP will go out tomorrow, with a May 3rd return date.

As in prior years, he will analyze proposals and will call and ask the same questions of each firm to ensure sure they are qualified and have adequate staffing. He will bring results to Council on the third Monday in May and if approved, he will offer a 3-year contract. The RFP follows state guidelines and had the added clauses referring to "no expressed or implied obligation for the town to reimburse firms for the preparation of proposals." The selected firm will be required to provide tax compliance certification and a statement of non-collusion, and provide certificate of proof. The town's Enterprise funds will be included in the audit, but the retirement system is audited separately under the purview of the Retirement Board.

Chairman Molisse asked how many firms will the selection be narrowed to, and noted his appreciation of the work the auditor put into the process. Mr. Swanson responded that he'll narrow down to two applicants and the RFP will be advertised on the town website. Vice Chair Hackett noted she really likes the language in the proposal and the inclusion of the EOY School Audit which is required. It was independently done by the school

department in the past and the Town Council has not been provided with any copy of it. Mr. Swanson clarified that the Town Council pays for the audit, and the school department pays for the audit of the EOY report.

A motion was made by Vice Chairman Hackett to forward measure 19 022 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Kiely. UNANIMOUSLY VOTED.

19 033-Appointment to the Fourth of July Committee- George Bouchard

This measure was referred to the Budget/Management Committee on March 18, 2019. Mr. Bouchard was invited to the table and stated his interest in the appointment. (Mr. Bouchard was not present.)

19 034-Appointment to the Fourth of July Committee- Geoffrey Potter

This measure was referred to the Budget/Management Committee on March 18, 2019. Mr. Potter was invited to the table and stated his interest in the appointment. GP- member of civic association and he has been on the 4th committee several years. Important to keep the focus on what the holiday represents.

A motion was made by Vice Chair Hackett to forward measure 19 034 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Heffernan. UNANIMOUSLY VOTED. (Councilor McDonald arrived- 6:58)

Discussion resumed on measure 19 033 - A motion was made by Vice Chair Hackett to forward measure 19 033 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Heffernan. UNANIMOUSLY VOTED.

ADJOURNMENT

At 7:00 PM, there being no further business, a motion was made by Vice Chair Hackett to adjourn and was seconded by Councilor Heffernan. UNANIMOUSLY VOTED.

Respectfully Submitted by Mary Barker as Recording Secretary

Approved by Michael Molisse as Budget/Management Committee Chairman
Voted unanimously on 16 April 2019