

(No subject)

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Wed 11/18/2020 6:51 AM

To: Rosalyn Moffo <rmoffo@townofprospect.org>

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**From:** Jeff Slapikas <jslapikas@townofprospect.org>

**Sent:** Tuesday, November 17, 2020 6:07 PM

**To:** Jeff Slapikas <jslapikas@townofprospect.org>

**Subject:**

I want to make sure we discuss the correspondence that Mr. Galvin has submitted several times. I know we read correspondence into the record but at this point with the Bonadio Group preparing to begin their work, I want to alleviate some of the concerns and address the questions and opinions Mr. Galvin has submitted. I believe the council does an excellent job in preparing the RFP and ensuring inclusion of all requirements of the Bonadio Group to produce a full and detailed analysis into Prospect's financial records and policies.

If Mr. Galvin recalls from the RFP that was sent out, on page 2 the Scope of work lists the items we have requested to be included in the analysis but certainly not limited to those.

As far as the unique administrative environment goes in the town hall, The past auditing firm that compiled the last three years of our financial statements never once alluded to the administrative staff not providing any and all information requested as needed to complete their tasks for the yearly audits. As the council has requested access to the online portal and monthly updates, any delays will be made aware of and dealt with as the entire council has offered assistance throughout this process. Specifically, myself and Vice Chairman have said countless times that we will be present for the initial meeting and will assist in any way needed. I have emailed names to Bonadio so they can begin contacting those that need to be interviewed to begin the process.

As far as the past audit sub-committee minutes go, The purpose of that committee if understood correctly was for the selection of a new auditing firm that would perform the tasks as requested to complete the yearly annual reports and replace Mike Battista. That committee determined what they would like to see in an auditing firm and selected one. We have already selected the firm to complete the internal audit so they selection process is complete. Any insinuated shortfalls of the previously hired auditor from the sub-committee should not be considered as pertinent information in this audit process, we are not auditing past auditing procedures, we are auditing the internal control process.

The discussion of Charter Revision and looking into internal controls, again, I'll make reference to the RFP that specifically requests an audit of internal control and functions with an audit of the financial statements dating back to 2013-2014. Again, page 2 under the scope of audit, these concerns are addressed under the expectations we have of the Bonadio Group.

Additionally, though not included in this month's letter from Mr. Galvin, the Council has requested and provided correspondence to the selected firm to look into specific Public Works accounts and claimed discrepancies with reports, invoices, etc.

We are ensuring that this audit is an all-encompassing review of financial records and processes and

paying close attention to specific areas of concern. While I appreciate Mr. Galvin's suggestions, I believe we need to acknowledge that the council has requested the process to be inclusive and as detailed as possible. I have full confidence that at the conclusion of the internal audit, the Council, the residents of Prospect and Mr. Galvin will have all the answers needed and wanted and established and approved internal procedures and controls.

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