

Minutes of August 21st Meeting of the Fair Haven Town Auditors

**Fair Haven Free Library
Monday, August 21st at 6:10-6:50 pm**

Attendees: Glenn Roberts, Mike Stannard,

Agenda:

- Mike Stannard Updated Glen on recent statements from the town manager regarding protocol to access files, bank statements, et cetera. The decision was made to arrange time in September to visit the town office for the day to audit targeted documents, unless we here of changes to the protocol based on communication with the select board or the the municipal relations person at the Secretary of State's office.
- Update the auditors on a discussion with one of the Middletown Springs elected auditors regarding protocol, document access and best practice of auditors. It was decided to mention this at the upcoming meeting with the select board
- Update the auditors on the concerns of three residents who have reached out to us with questions and concerns. It was decided to use the draft letter, to be read at the Select board meeting in September to represent these people's interests directly to the board.
- Mike Stannard Read a draft letter to the select board regarding the building of a working relationship with them, town office staff, the town manager and other town staff. The letter also will make a few recommendations to the select board regarding best practice.
- The meeting minutes of the last and this meeting were approved.

- Discuss and vote on a time and date for a future meeting (tentatively scheduled for September 18th)

Prepared by Mike Stannard, Auditor (Aug. 10, 2023)