



TOWN OF WARNER

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Select Board:
Harry Seidel, Chair
Michael Smith
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Kathy Frenette, Town Administrator
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Auditor Search Committee (ASC)

Recommendations 2-5 to Select Board

July 24, 2025, Thursday at 8:00 AM
Warner Town Hall - 5 E Main St, Lower Meeting Room
No Recording available for this meeting.

Members' Present: Elizabeth Labbe, James Sherman, James Gaffney

Recommendation 2:

The Select Board should approve James Sherman to be allowed full access to 2024 and any other financial records/data. All town employees that have a role in the above records/data and execution of an audit shall be instructed to fully cooperate with Mr Sherman in order for him to assess the towns current state of readiness for an audit and report back to ASC and Select Board to make further recommendations.

Recommendation 3:

The Select Board should plan to engage on a contract basis with a private firm/CPA to assist in correcting finding that may arise as a result of Recommendation 2 in order for the town to be prepared for a successful audit when an audit firm is secured.

Recommendation 4:

The Select Board should:

1. Complete MS232 by Aug 10 2025
2. Complete MS535 by Oct 31
3. Communicate on a regular basis with DRA to attempt to avoid penalties until an audit can be completed.

Recommendation 5:

The Select Board should act on the quotes in its possession to outsource payroll.

Approved 3-0