

**BOARD OF FINANCE AUDIT SUB-COMMITTEE  
DRAFT MINUTES OF MEETING  
September 5, 2013**

Pursuant to the call and written notice the Audit Sub-Committee of the Board of Finance was held on Thursday, September 5, 2013 at 6:30 p.m. in the 2<sup>nd</sup> floor conference room, 725 Old Post Road, Fairfield, Connecticut.

**MEMBERS PRESENT**

Kenneth Brachfeld, Jim Brown, Mary LeClerc

**MEMBERS ABSENT**

None

**ALSO PRESENT**

Bob Mayer, Chief Fiscal Officer and Chief of Staff  
Caitlin Bosse, Controller  
Joseph Centofanti, Auditor with CohnReznick  
Melissa Ferrucci, Auditor with CohnReznick

Chairman LeClerc called the meeting to order at 6:34 p.m.

Joseph Centofanti discussed the firm's responsibilities of the following:

- Audit of Financial Statements
- Federal and Single Audits
- Government Auditing Standards
- Review of Internal Control
- Compliance Testing
- Scope and timing of Audit
- Communication of findings

| Mr. Centofanti then asked a few questions regarding fraud of which none of the members were aware of any but wanted to make sure Mr. Centofanti was aware of the early retirements in the Fire Department.

Deleted:

| Mr. Centofanti then discussed the 2013 Audit and work completed thus far. He then mentioned the 2 new GASB Statements that are going into effect in FY13 and the New Pension statements effective for FY14 and FY15.

Deleted:

The next meeting is going to be scheduled in mid-December and possibly on December 10, 2013 at 5 pm if all members are available.

The meeting adjourned at 7:16 pm.