

Town Auditor Meeting Minutes

Lunenburg, Vermont

Meeting Details

Date: June 29th, 2026

Time: 6:00pm

Location: Town Office - Lunenburg, VT

Attendees

Luke Robinson

Karla Colby

Absences

Jim Moffitt

Meeting Adjourned

7:00pm

Follow Ups:

- All 3 of the unsubstantiated charges from April 2026 were documented and reconciled. 2 were related to services from new vendors and the 3rd was clarified as being a typical vendor account
- Regarding a community member's request regarding touching base with the Delinquent Tax Collector, and to request an updated delinquency report list, we received an updated report from the Delinquent Tax Collector - Cindi Wilmoti on June 3rd, the same day the request was made. The Delinquent Tax Collector is adhering to all roles and responsibilities, and is very effective within her role.

Auditors financial findings on June 2026 Accounts Payable/Receivables.

○ After performing weekly substantiations of all invoices and paychecks that were available, and then reconciling against the end of the month May 2026 statements made available by Mascoma Bank, the following was discovered:

- There is only one May 2026 charge that is not fully substantiated and reconciled.
- Check # 2136 issued on 5/1/2026 for \$255.00 could not substantiate the charge with hard copy records.
- May Bank Accounts Month End:
 - Mascoma Bank - General Fund Acct x4073 - **May 31st = \$842,657.92**

- There were a total of 1 unsubstantiated charge that were not reconciled on May's bank statements.

- There were **68 total Charges issued**

- **68** were issued from the Mascoma General Municipality x4073 account.

- There were **17 total Deposits made,**

- **17** were made into the Mascoma General Municipality x4073 account.

Other Topics:

- The Auditors will make an inquiry to the Treasurer in July about whether the General Mascoma Account will have sub-accounts delineated for Road Crew, Delinquent Tax Collector & the upcoming Appraisal. Up to this point, only the general account has been used, and since the general code assignments have been very detailed, and charges/deposits have been assigned in the appropriate categories, the financial health of the town accounts has been overall very transparent and makes for accurate tracking/review.

Community Discussion: No discussions

Adjourned @7:00 pm