



Proven Expertise & Integrity

January 7, 2021

Selectboard
Town of Ferrisburgh, VT
P.O. Box 6
Ferrisburgh, VT 05456

MANAGEMENT LETTER

In planning and performing our audit of the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the Town of Ferrisburgh, VT as of and for the year ended June 30, 2020, in accordance with auditing standards generally accepted in the United States of America, we considered the Town's internal control. We did so to determine our auditing procedures for the purpose of expressing an opinion on the financial statements, but not for expressing our opinion on the effectiveness of the Town of Ferrisburgh, VT's internal control over financial reporting or compliance.

During our audit we became aware of several matters referred to as "management letter comments" that offer opportunities for strengthening internal control and improving operating efficiencies of the Town of Ferrisburgh, VT. The following pages summarize our comments and suggestions on those matters.

This report is intended solely for the information and use of the Selectboard, management and others within the entity and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

These matters do not modify our opinion on the financial statements for the year ended June 30, 2020, where we expressed an unmodified opinion on our independent auditors' report dated January 8, 2021.

Budget:

While performing the audit for the above-mentioned fiscal year, we noted the Town's fiscal software did not have the budget and approved special articles correctly posted. We recommend the Town implement procedures that ensure a balanced budget is posted on its accounting software that includes all approved special articles to ensure accurate reporting.

Bank Reconciliations:

While performing the audit for the above-mentioned fiscal year, we noted that bank reconciliations did not appear to be completed in a timely manner. We recommend that all bank reconciliations be completed and reviewed within 30 days of the bank statement date to help ensure accuracy and completeness of transactions in the correct reporting period and to help avoid material misstatements in the financial statements.

We would like to thank Deb, Pam and all the staff at the Town of Ferrisburgh, VT for their cooperation throughout this audit process.

If there are any questions regarding this letter, please do not hesitate to call.

Very Best,

A handwritten signature in black ink that reads "RHR Smith & Company". The signature is written in a cursive, flowing style.

RHR Smith & Company, CPAs