



Special Selectboard Meeting Minutes DRAFT  
May 22, 2026

Present: Jim Haff, Selectboard Chair  
Jon Wysocki, Selectboard Vice Chair  
Bill Vines  
Vito Rasenas  
Roger Rivera

1. Call to Order
2. Approval of the Agenda
3. Executive Session – Legal/Union
4. Forensic Audit Discussion
5. Emergency Management Plan Municipal Adoption Form
6. Adjourn

\*Please note: The start of the recording was muted and was only unmuted following Executive Session – Legal/Union.

**1. Call to Order**

The Meeting was called to order at 11:00 am.

**2. Approval of the Agenda**

- (Not recorded)

**3. Executive Session – Legal/Union**

- The Selectboard entered into Executive Session at (time). The Selectboard exited at 1:05 pm. No action was taken in the Executive Session.

**4. Forensic Audit Discussion**

- CH Haff stated TM Cushing received 17 bids for the forensic audit. The bids were placed in individually sealed envelopes that will be opened up during another Selectboard Meeting.

- The Selectboard discussed ways to rate and score the bids. Categories suggested to rate the bids included cost, scope of work,
- SB Wysocki asked if there was a member of the public who may have advanced knowledge of forensic audits that may be able to help the Selectboard analyze the bids. CH Haff stated that 17 bids would be too much to review in one Meeting. He suggested announcing each bid, the company, and the dollar amount at an upcoming Selectboard Meeting and then forming a separate committee to review the bids, which could include an informed member of the public.
- SB Vines suggested creating an agreed-upon scoring rubric, reviewing the bids separately, and tallying the scores at an upcoming Selectboard Meeting. SB Vines then suggested that a member of the public could then review the Selectboard's scores to determine if they rank them appropriately or not.
- SB Rasenas stated there were several sections he would like to see covered in the forensic audit including a financial, policy, and compliance aspect. He recommended the scoring rubric focus on how each bid approaches those sections as well.
- CH Haff asked SB Vines and SB Rasenas to collaborate on creating the scoring rubric to rank the bids, due to their experience. They agreed.
- The Selectboard decided to open every sealed bid during their June 8th Meeting. TM Cushing will then read off the name of each bidder and their costs. They will then rank the bids based off of the scoring rubric SB Vines and SB Rasenas develop.

#### **5. Emergency Management Plan Municipal Adoption Form**

- CH Haff reviewed the Emergency Management Plan Municipal Adoption Form given to him by TM Cushing, which must be signed and returned by June 1st. This form contains an emergency contacts list which is outdated.
- CH Haff made a motion for the Selectboard Chair to sign the Emergency Management Plan Municipal Adoption Form, upon TM Cushing's change to update the potential EOC staff members. The motion unanimously passed.

#### **6. Adjourn**

The Meeting was adjourned at 1:18 pm.