

**BOARD OF COMMISSIONERS MEETING  
SHELD, 85 MAIN STREET SOUTH HADLEY, MA  
NOVEMBER 14, 2019 AT 6:00 P.M.**

Present for the Board: Gregory Dubreuil, Anne Awad, John Hine, Peter McAvoy

Absent: Kurt Schenker

Present for SHELD: General Manager Sean Fitzgerald, Financial Manager Michael Conchieri

The meeting was called to order at 6:05 P.M. by Chair Gregory Dubreuil.

A special meeting was called in order to be timely and allow for the successful firm to engage with the Finance Department before the end of the fiscal year on December 31, 2019.

The request for proposals was sent to eight firms and four responded: Baker Tilly, Marcum, Meyers Brothers Kalicka, and Powers and Sullivan. The Audit Committee, consisting of Gregory Dubreuil and Anne Awad, reported to the Board that they had individually read the proposals and ranked them. When the two met, their rankings matched. They recommended Meyers Brothers Kalicka to the Board. The Committee noted that they are a local firm who provide audits to Westfield Gas & Electric and Chicopee Electric Light. They have extensive experience and offer an audit that will include the standard items as well as an independent assessment of the strength of the computer system for SHELD.

Ms. Awad noted that when the Board chose to work with Baker Tilly, a national firm based in Wisconsin and specializing in the audit of governmental utilities, SHELD was facing a number of legal and public perception challenges. It was important at the time to have a high profile audit firm that could attest to the sound fiscal practices at SHELD. At this time, it is appropriate to use a more local firm (although one which has demonstrated expertise in the audit of municipal utilities).

On a motion by Mr. Hine and seconded by Mr. McAvoy, it was unanimously  
VOTED: to award the audit contract to Myers Brothers Kalicka.

**Adjourn:**

On a motion by Ms. Awad and seconded by Mr. Hine, it was unanimously  
VOTED: to adjourn at 6:25 PM.

  
Anne Awad, Clerk

Approved: December 5, 2019

**EXHIBIT A**

List of Documents reviewed at the November 14, 2019 Municipal Light Board Meeting

1. SHELD Audit RFP Review Committee Recommendations - November 12, 2019