

**Town of Canaan Board of Finance  
Special Meeting  
Monday, December 17, 2007 6:30 P.M.  
Town Hall  
108 Main Street, Falls Village, CT 06031**

**Present:** Chairman Charles J. Lemmen, Kent Allyn, George Elling, E. Frederick Petersen and Alternate G. Tracy Atwood.

**Absent:** Denise Cohn, Scott Macchi and Alternate Stephen Koshland

Chairman Lemmen called the Special Meeting to order at 6:40 P.M. and appointed Alternate T. Atwood to sit-in for absent member Denise Cohn.

Lemmen stated the purpose of the meeting was to review four proposals (attached) received from the following accounting firms: Robert E. King & Co., P.C. of Winsted, DeLeo & Company of New Milford, Petrovits Patrick Smith & Company LLC of Torrington, and O'Connell, Pace & Company of Hartford, in order to consider an agreement for recommendation to the Board of Selectmen to hire one firm, thus addressing the audit deficiency regarding periodic municipal accounting oversight.

There was discussion and comparison of all the proposals received. Comments centered around several issues, including: comprehensiveness of the letters received in response to the proposal request, reasonableness of fees charged, services outlined, distance and travel costs, prior municipal accounting experience, provision of a plan for staff assignment to the job, and overall interest.

**G. Elling made a motion to contact Robert E. King and Company, P.C. to perform the municipal accounting services, as outlined in our proposal request, with the understanding that R. E. King and Co. would be able to work with the Town Treasurer's current software and would be able to begin work in January 2008. If this cannot be agreed upon, to then contact DeLeo & Company to perform the municipal accounting with the same conditions applicable. T. Atwood seconded the motion. Passed unanimously.**

**A motion for adjournment was made by F. Petersen. G. Elling seconded. Passed unanimously.**  
The meeting adjourned at 7:14 P.M.

Respectfully submitted,

Margo B. Lewis, Recording Secretary