

**TOWN OF LITTLETON**  
**SPECIAL MEETING**  
Town Hall  
112 East South Main Street  
**March 12, 2019**

**The Board of Commissioners of the Town of Littleton held a special board meeting on Tuesday, March 12, 2019,** at 10:00 a.m. at the Littleton Town Hall. Present were Commissioners Stephen Barcelo, Gerleen Pitchford, and Don Spragins, and seven members of the public. Mayor pro tem, Don Spragins presided over the meeting.

The purpose of the meeting was for Larry Carpenter, CPA, to present the audit to the Board of Commissioners. Mr. Carpenter reported there were no major issues with the audit. The audit gave a positive opinion of the Town of Littleton's basic financial position as of June 30, 2018.

After the presentation Commissioner Spragins asked Mr. Carpenter if there were any recommendations he would have for the town going forward. Mr. Carpenter informed him he was meeting with the staff to help implement new ways to handle accounting transactions.

Commissioner Spragins was also interested in any recommendations Mr. Carpenter might have in regard to new software programs. Mr. Carpenter recommended Logics Software, and gave some information about the program and how it compared to Citipak. He recommended changing by July 1, 2019, if any change was going to be made.

There were a few comments from the public in regard to IRS payments and penalties. It was noted that penalties were not included in the 2017-2018 audit and depreciation was based on the life of the equipment and infrastructure of the town's assets.

There was also interest in when the audit would be made available to the public and how questions would be answered about it. It was noted it would be put on the town's website and could be emailed as well. Commissioner Spragins informed those present they could put their question in writing and any question would be answered by town staff or forwarded to Mr. Carpenter if staff was unable to answer.

Commissioner Barcelo made the motion; seconded by Commissioner Pitchford to adjourn. Motion voted and carried unanimously.

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Ellen M. Eller  
Town Clerk