

**SUBJECT TO APPROVAL**

**SOUTHBURY BOARD OF SELECTMEN  
February 3, 2022**

**RESOLVED, that the Southbury Board of Selectmen, upon the recommendation of the Assessor, hereby awards the bid for up to thirty Personal Property Audits to Charles Feldman & Associates of Madison, CT, in the amount of \$15,000 for up to 30 audits.**



**TOWN OF  
SOUTHBURY  
ASSESSOR'S OFFICE**

501 Main Street South  
Southbury, Connecticut 06488  
(203) 262-0674  
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**MEMORANDUM**

**TO:** Jeffrey Manville, Selectman  
Board of Selectmen

**FROM:** Darcel Peters  
Assessor

**DATE:** January 31, 2022

**RE:** Personal Property Audit

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Recently the Town of Southbury solicited proposals for Personal Property Auditing Services. Two companies submitted proposals.

After reviewing the bids, it is my recommendation that the Town enter into contract with Charles Feldman and Associates. This firm has successfully conducted audits for Southbury over the past several years. Charles Feldman and Associates has always exceeded the scope of the contract without imposing any additional fees, while working with the Town's businesses to assist in the audit process.

**Town of Southbury  
Bid Opening  
Personal Property Audits**

PRESENT: Assessor Darcel Peters, Finance Director Dan Colton and Noreen Thompson, Selectman's office

The following bids were opened on Thursday, January 13, 2022 at 9:05 a.m. in the First Selectman's office:

- |    |  |          |
|----|--|----------|
| 1. | Tax Management Associates, Inc.<br>Charlotte, NC 28217 | \$22,500 |
| 2. | Charles B. Feldman & Associates, LLC<br>Madison, CT    | \$15,000 |

The bids were referred to Assessor Darcel Peters for her review and recommendation.

The bid opening was concluded at 9:10 a.m.

Respectfully submitted,



Noreen G. Thompson