

July 25, 2017

Dennis Dowds, Town Supervisor
 Town of Schodack, New York
 265 Schuurman Road
 Castleton, New York 12033

Dear Mr. Dowds:

We are pleased to confirm our understanding of the services we are to provide the Town of Schodack, New York (the Town) for the years ending December 31, 2017, 2018 and 2019. We will audit the balance sheet - statutory basis and the statement of revenue, expenditures and changes in fund balance - all governmental fund types - statutory basis, including the related notes to the financial statements, which collectively comprise the basic financial statements of the Town as of and for the years ending December 31, 2017, 2018 and 2019.

We have also been engaged to report on supplementary information other than RSI that accompanies the Town's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- 1) Budgetary comparison schedules
- 2) Balance sheets - Account Groups - general fixed assets and general long term debt - statutory basis

Audit Objective

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with the statutory basis of accounting and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the Town's financial statements.

6 Wembley Court
 Albany, New York 12205
 p (518) 464-4080
 f (518) 464-4087

www.bonadio.com

Audit Objectives (Continued)

Our report will be addressed to the Town Board. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. You agree to assume all management responsibilities for any nonattest services (see attached exhibit) we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with the statutory basis of accounting.

You are responsible for including all informative disclosures that are appropriate for the statutory basis of accounting. Those disclosures will include (1) a description of the statutory basis of accounting, including a summary of significant accounting policies, and how the statutory basis of accounting differs from GAAP; (2) informative disclosures similar to those required by GAAP; and (3) additional disclosures beyond those specifically required that may be necessary for the financial statements to achieve fair presentation.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

Management Responsibilities (Continued)

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with the statutory basis of accounting; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with the statutory basis of accounting; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with auditing standards generally accepted in the United States. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Town's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

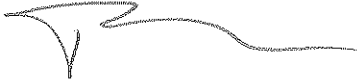
The audit documentation for this engagement is the property of Bonadio & Co., LLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the Town's regulator or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Bonadio & Co., LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the Town's regulator or its designee. The Town's regulator or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

Timothy J. Doyle is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. Our fee for these services is \$12,000 for each of the years ending December 31, 2017, 2018 and 2019. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Dennis Dowds, Town Supervisor
Town of Schodack, New York
July 25, 2017
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We appreciate the opportunity to be of continued service to the Town and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,
BONADIO & CO., LLP



Timothy J. Doyle, CPA
Partner

TJD\tms

RESPONSE:

This letter correctly sets forth the understanding of the **Town of Schodack, New York.**

Signature: _____

Title: _____

Date: _____

EXHIBIT – Non Attest Services

- Bookkeeping, including –
 - Recording transactions for which the account classification was approved by management
 - Posting coded transactions to the general ledger
 - Preparing financial statements based on trial balance information
 - Posting entries approved by you to your trial balance
- Payroll processing
- Benefit plan administration
- Investment – advisory or management services
- Corporate finance – consulting or advisory, including –
 - Assisting in developing corporate strategies
 - Identifying or introducing you to potential sources of capital
 - Assisting in analyzing the effects of proposed transactions, including providing advice during negotiations
 - Assisting in drafting an offering document or memorandum
 - Participating in negotiations in an advisory capacity
 - Being named as a financial advisor in your private placement memoranda or offering documents.
- Executive or employee search
- Business risk consulting, including –
 - Providing assistance in assessing your business risks and control processes
 - Recommending a plan for making improvements to your control processes and assisting in implementing these improvements
- Information systems – design, installation or integration



National Society Daughters of the American Revolution

Fort Crailo Chapter NSDAR

August 23, 2017

Barbara Pogoda

24 Lower Bower Road

Sand Lake, NY 12153

Dear City/Town official,

The Fort Crailo Chapter of the National Society Daughters of the American Revolution is trying to educate the youth and public on matters that focus on historical preservation and patriotism. As part of this effort, we are hoping that you would be able to support us in our efforts by signing the enclosed proclamations.

Please return the signed proclamations to me at the above address.

If you have any questions, please feel free to contact me at 518-674-5638 or edbar373958@gmail.com.

Again thank you for your continued support of the NSDAR motto: God, Home and Country.

Sincerely,

Barbara Pogoda

Proclamations Chairman

Fort Crailo Chapter NSDAR

2017-209

Quote

1448 Saratoga Road
Ballston Spa, NY 12020

Phone: (518) 273-0500
Fax: (518) 273-0545

Date	Quote #
7/24/2017	17QB470

Name / Address	Customer Fax
TOWN OF SCHODACK 265 SCHUURMAN ROAD CASTLETON, NY 12033	518-477-9594
	Customer Phone
	518-477-7590
	Customer E-mail
	Dawne.Kelly@Schodack.org

Rep	Project
HFH	

Description	Qty	Cost	Total
SW003 ENCLOSURE BOX WITH PLYWOOD BACKING AND SHELF	1	500.00	500.00
EMEC VAO0700419803 METERING PUMP	1	468.00	468.00
Walchem WCT600PSNNN-BN Cooling Tower Controller	1	1,474.00	1,474.00
LABOR FOR INSTALLATION 2 MEN 8 HOURS	16	90.00	1,440.00
MISCELLANEOUS MATERIALS FOR INSTALLATION	1	150.00	150.00
		Total	\$4,032.00