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Communication with those Charged with Governance

June 11, 2021

To the Advisory Board
Merrimack Valley Regional Transit Authority
85 Railroad Avenue
Haverhill, MA 01830

We are engaged to audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Merrimack Valley Regional Transit Authority for the year ended June 30, 2021. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibilities under U.S. Generally Accepted Auditing Standards, *Government Auditing Standards* and the Uniform Guidance

As stated in our engagement letter dated June 11, 2021, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we will consider Merrimack Valley Regional Transit Authority's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We will also consider internal control over compliance with requirements that could have a direct material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Uniform Guidance.

As part of obtaining reasonable assurance about whether Merrimack Valley Regional Transit Authority's financial statements are free of material misstatement, we will perform test of its compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit. Also, in accordance with the Uniform Guidance, we will examine, on a test basis, evidence about Merrimack Valley Regional Transit Authority's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Compliance Statement applicable to each of its major federal programs for the purpose of expressing an opinion on Merrimack Valley Regional Transit Authority's compliance with those requirements. While our audit will provide a reasonable basis for our opinion, it will not provide a legal determination on Merrimack Valley Regional Transit Authority's compliance with those requirements.

Planned Scope and Timing of the Audit

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.

Our audit will include obtaining an understanding of the entity 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. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or the acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

Due to the onset of the coronavirus (Covid-19) it may be necessary to conduct some portions of the audit procedures remotely. We will request from you written representations at the end of the audit that the documents that were provided remotely were copies of original, authenticated documents.

We expect to begin our audit on approximately June 28, 2021 and issue our report on approximately September 24, 2021.

This information is intended solely for the use of the Advisory Board and management of Merrimack Valley Regional Transit Authority and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Roland P. Lambalot', with a long horizontal line extending to the right.

Roland P. Lambalot, PC