

State of New York
Unified Court System



Lawrence K. Marks
Chief Administrative Judge

RECEIVED
9/10/15

25 Beaver Street
New York, N.Y. 10004
(212) 428-2100

September 8, 2015

Supervisor Carolyn Price
Town of Windsor
124 Main Street
Windsor, NY 13865

Dear Supervisor Price:

Section 2019-a of the Uniform Justice Court Act requires that town and village justices annually provide their court records and dockets to their respective town and village auditing boards, and that such records then be examined or audited and that fact be entered into the minutes of the board's proceedings.

The Unified Court System's *Action Plan for the Justice Courts* includes initiatives to improve accountability and controls over Justice Court finances and records. Among the initiatives is increased monitoring of town and village board compliance with section 2019-a.

Accordingly, I am requesting that you provide a copy of your most recent audit or examination (calendar year ending 2014 or fiscal year ending in 2015) of your local court's records and a copy of your board resolution acknowledging that the required examination or audit was conducted. Please email the report and the resolution to jcasazza@nycourts.gov or forward to Joan Casazza, Internal Control Liaison, NYS Office of Court Administration, 2500 Pond View, Suite LL01, Castleton-on-Hudson, NY 12033.

If you have any questions, please contact Joan Casazza at (518) 238-4303 or at the email listed above. Thank you for your cooperation.

Very truly yours,

A handwritten signature in cursive script, appearing to read 'Joan Casazza'.

/smw

c: George Danyluk, CIA
Joan Casazza, CIA, CRMA