

**ASHFORD BOARD OF FINANCE
REGULAR MEETING
FEBRUARY 9, 2012
7:00 p.m.**

Members Present: Cathryn Silver-Smith (Chairperson), Merrill Simpson, Paul Canavan, Charles Funk, Eugenie Bagley (Alt.), Jane Cercena, Ralph Fletcher (First Selectman, Ex-officio), Francine Hodovan, (Recording Secretary).

Guests: Linda Gagne (Ashford Tax Collector).

1. **Call to Order:** Ms. Silver-Smith called the meeting to order at 7:00 p.m.
2. **Seating of Alternates:** Eugenie Bagley was seated for Susan Eastwood.
3. **Approve Minutes of:**
 - **Regular Meeting of January 26, 2012:**
MS. BAGLEY MOVED AND MR. FUNK SECONDED A MOTION TO ACCEPT THE MINUTES OF THE REGULAR MEETING OF JANUARY 26, 2012 WITH THE FOLLOWING CORRECTION. THE MOTION PASSED WITH EVERYONE VOTING AFFIRMATIVELY.
 - Under item 9. Adjournment: The meeting was adjourned at 8:35 p.m., not 8:45 p.m.
 - **Special Meeting of January 26, 2012:**
MR. CANAVAN MOVED AND MR. FUNK SECONDED A MOTION TO ACCEPT THE MINUTES OF THE SPECIAL MEETING OF JANUARY 26, 2012. THE MOTION PASSED WITH EVERYONE VOTING AFFIRMATIVELY.
4. **Hear From Public:** None.
5. **Communications:** None.
6. **Old Business:**
 - a. **FY 2012-2013 Budget – BOF Budget Policies and Financial Management Goals:**
CCR, LLC will send a copy of audit procedures that can be adapted to monitor AVFD use of funds provided by the Town. The audit firm will also provide a sample fund policy that can be used as a model. Also, the BOF should take action through formal resolution to assign GASB classifications to special revenue funds and all new special revenue funds will require formal BOF approval.

Ms. Eastwood arrived at 7:11 p.m.

7. **New Business:**
 - a. **Selectman's Update:**
Cheryl Bowen has been appointed acting Town Treasurer by the BOS.

A Public Hearing will be held February 16, 2012 at 7:30 p.m. and will be immediately followed by a Special Town Meeting. Agenda items will include:

- Amendment to wetlands ordinance
- Accept public input on discontinuance of Yale Road
- Making leased photocopiers, printers, etc. non-taxable
- Election of a new BOF alternate to fill the seat vacated by Ms. Cercena

There will be a Public Hearing in 6-8 weeks to provide information about potential wind energy development.

A second Motel Road parcel was optioned for purchase.

P&Z will meet on 02/13/2012 with Attorney Webster and the NECOG director to review updates to regulations. Also, there is an open seat on P&Z that needs to be filled.

Ashford School Superintendent Longo indicated to Selectman Fletcher that he would like to see Region 19 contract bus services to transport the approximately 250 Ashford students who attend E.O. Smith. Today, those students are transported by Ashford School buses and Region 19 provides reimbursement. Also,

Superintendent Longo does not plan to move his office to Town Offices, citing technical and phone expense associated with the change.

There was discussion about the Governor's budget proposal for 2012-2013.

- b. BOS Request to Transfer Funds for Upgrades to Senior Center Kitchen (Audria McCurdy bequest):**
The BOS has accepted a gift from Mr. Larry McCurdy in memory of his mother to replace the linoleum counter tops in the Senior Center kitchen with those made of wrapped stainless steel. The current countertops are buckling due to extreme heat and steam from the sterilizer.

MR. CANAVAN MOVED AND MS. CERCENA SECONDED A MOTION TO TRANSFER AN AMOUNT NOT TO EXCEED \$13,000 FROM THE UNDESIGNATED FUND BALANCE TO THE EARL SMITH SENIOR CENTER BUDGET (LINE ITEM 110-12500-54210-00 - SrCtr-BUILDING REPAIRS) FOR THE PURPOSE OF UPGRADING COUNTERTOPS IN THE SENIOR CENTER KITCHEN. THIS AMOUNT WILL BE REIMBURSED BY A PRIVATE DONATION FROM LARRY MCCURDY IN MEMORY OF HIS MOTHER, AUDRIA MCCURDY. THE MOTION PASSED WITH EVERYONE VOTING AFFIRMATIVELY.

Board members expressed their appreciation for Mr. McCurdy's generous gift to the Senior Center.

- c. Recommendations from 2011-2012 Audit – Progress Update:**
This item will be tabled until the next regular meeting of the BOF.
- d. BOF Representatives to Fill Vacancy on Capital Improvements Committee:**
Mr. Funk volunteered to act as the BOF representative and chairperson for the Capital Improvements Committee.
- e. FY 2012-2013 Budget – Review of Debt Service and Revenues:**
Debt Service was reduced. The 1992 school bond was paid off.

8. Agenda Items for Next Regular BOF Meeting:

- Proposed FY 2012-2013 General Government Budget – presented by BOS
- FY 2012-2013 Debt Service and Revenues (additional information)
- Recommendations from 2010-2011 Audit – progress update
- Approve policies and financial management goals
- Special Revenue Funds - GASB classifications

9. Remarks for the Good of the Board:

Mr. Canavan and the other board members thanked Mr. Funk for volunteering to serve on the Capital Improvements Committee.

10. Adjournment:

MS. CERCENA MOVED AND MS. BAGLEY SECONDED A MOTION TO ADJOURN THE FEBRUARY 9, 2012 BOF REGULAR MEETING. THE MOTION PASSED WITH EVERYONE VOTING AFFIRMATIVELY.

The Regular Meeting of the Ashford Board of Finance was adjourned at 8:18 p.m.

Respectfully submitted,

Cathryn Silver-Smith, for BOF Clerk