

**ASHFORD BOARD OF FINANCE
REGULAR MEETING**

June 14, 2012

7:00 p.m.

Members Present: Cathryn Silver-Smith (Chairperson), Susan Eastwood (Clerk), Charles Funk, Merrill Simpson, Jane Cercena, Eugenie Bagley (alt.), Carl Pfalzgraf (alt.), Ralph Fletcher (First Selectman, Ex-Officio) and Francine Hodovan, (Recording Secretary).

Guests:

Ashford Tax Collector: Linda Gagne.

Ashford Board of Education: Kim Rourke.

Ashford Department of Public Works: Joe Kalinowski.

1. **Call to Order:** Ms. Silver-Smith called the meeting to order at 7:00 p.m.
2. **Seating of Alternates:** C. Pfalzgraf was seated for P. Canavan.
3. **Approve Minutes of Regular Meeting of May 10, 2012:**
MS. EASTWOOD MOVED AND MR. SIMPSON SECONDED A MOTION TO ACCEPT THE MINUTES OF THE REGULAR MEETING OF MAY 10, 2012 AS WRITTEN. THE MOTION PASSED WITH EVERYONE VOTING AFFIRMATIVELY.
4. **Hear from Public.** None.
5. **Communications:** Ms. Silver-Smith received emails with letters from Mr. Kalinowski, DPW; Ms, Abikoff, Ashford Dog Warden; and Mr. Wesson, Ashford BOE Chair outlining requests for consideration at this meeting.
6. **Old Business:** None.
7. **New Business:**
 - a. **Selectman's Update:**

Selectman Fletcher stated that the Town auditors will be coming in during the week of June 23, 2012 to begin the 2011-2012 audits. He mentioned that changes were made to the Special Education Reform Bill during the State's Special Session; more information will be forthcoming. He also noted that FEMA approved remittance of 70% of the losses incurred by the Town due to Hurricane Irene. The request is under review at the State level. The anticipated payment to the Town is \$30, 168.77.
 - b. **\$1,000 Transfer from Dog Fund to Animal Control-Program Expense (Veterinary/Food Overrun):**

The number of dogs picked up this year was 18, higher than expected.
MR. SIMPSON MOVED AND MR. FUNK SECONDED A MOTION TO TRANSFER \$1,000 FROM THE DOG FUND TO THE ANIMAL CONTROL – PROGRAM EXPENSE FUND. THE MOTION PASSED WITH EVERYONE VOTING AFFIRMATIVELY.
It was also noted that Ms. Abikoff does an excellent job as Animal Control Officer, often way above the call of duty.
 - c. **\$10,000 Transfer from Salt/Ice Control to DPW Maintenance of Equipment:**

Mr. Kalinowski stated that, per his letter to the BOS and BOF, the town mower no longer works up to its full efficiency and that it has a few thousand miles on it. He would like to replace it before it goes out of commission.
MR. SIMPSON MOVED AND MS. EASTWOOD SECONDED A MOTION TO TRANSFER \$10,000 FROM THE SALT/ICE CONTROL LINE ITEM TO THE DPW MAINTENANCE OF EQUIPMENT TO PURCHASE A NEW ZERO TURN MOWER TO REPLACE THE EXISTING ONE. THE MOTION PASSED WITH EVERYONE VOTING AFFIRMATIVELY.
 - d. **\$21,000 Transfer from Roads and Bridges to DPW Maintenance of Equipment (Road Sweeper Repair):**

After weighing all the factors such as owning vs. renting, continual breakdowns of air conditioning, and unreliable hydraulics, the DPW is requesting that the BOF approve their request to purchase a new used mower.
MS. CERCENA MOVED AND MR. FUNK SECONDED A MOTION TO TRANSFER \$21,000 FROM THE ROADS AND BRIDGES ACCOUNT TO THE MAINTENANCE OF EQUIPMENT ACCOUNT FOR ROAD SWEEPER REPAIR. THE MOTION PASSED WITH EVERYONE VOTING AFFIRMATIVELY.
 - e. **Establishment of BOE Non-Lapsing Fund - \$25,000 from BOE Budget (Kitchen Steamer/Boiler):**

Per Connecticut General Statute #10-248A enacted in 2010, state legislation permits towns to set up a non-lapsing account for appropriated, but unexpended educational funds up to 1% per year of unexpended BOE budget for the fiscal year. The BOE is requesting that the BOF create such an account with funds left over from the 2011-2012 BOE budget, which are estimated to be \$25,000. The BOE intends to use the \$25,000 to

execute a bid process for, and purchase of, a replacement kitchen steamer/boiler after the close of the 2011-2012 fiscal year.

MR. PFALZGRAF MOVED AND MS. EASTWOOD SECONDED A MOTION TO ESTABLISH A NON-LAPSING FUND FOR THE BOARD OF EDUCATION FOR FISCAL YEAR 2011 AND EVERY YEAR THEREAFTER. THE MOTION PASSED WITH EVERYONE VOTING AFFIRMATIVELY. Ms, Silver-Smith will follow up with the auditors to clarify the level to be assigned to the fund, the role of the BOF in funding the account on an ongoing basis, and timing considerations when funding the account.

MR. SIMPSON MOVED AND MR. FUNK SECONDED A MOTION TO ADD ITEM 7F – 2011-2012 TAX REFUND LINE ITEM TO THE AGENDA. THE MOTION PASSED WITH EVERYONE VOTING AFFIRMATIVELY.

f. 2011-2012 Tax Refund Line Item

Ms, Gagne requested that a line item be added to the 2011-2012 budget to manage repayments of tax refunds.

MR. SIMPSON MOVED AND MR. FUNK SECONDED A MOTION TO CREATE A LINE-ITEM FOR TAX REFUNDS AND TO MOVE \$14,435.09 FROM THE UNDESIGNATED FUND TO THE TAX REFUND LINE ITEM FOR OVERAGES. THE MOTION PASSED WITH EVERYONE VOTING AFFIRMATIVELY.

8. Agenda Items for Next Regular BOF Meeting:

None to date. Meeting may be cancelled.

9. Remarks for the Good of the Board:

Mr. Pfalzgraf requested more information on the Town of Ashford's contract with the Windham Magnet School. He stated that he would like to have more information on the situation and how it works. Ms. Cercena and Ms. Eastwood welcomed Mr. Pfalzgraf back to the board.

10. Adjournment:

MS. EASTWOOD MOVED AND MS. CERCENA SECONDED A MOTION TO ADJOURN THE JUNE 14, 2012 REGULAR MEETING OF THE ASHFORD BOARD OF FINANCE. THE MOTION PASSED WITH EVERYONE VOTING AFFIRMATIVELY.

The Regular Meeting of the Ashford Board of Finance of June 14, 2012 was formally adjourned at 8:13 p.m.

Respectfully submitted,

Cathryn Silver-Smith (Chair) for BOF Clerk