

**ASHFORD BOARD OF FINANCE  
REGULAR MEETING  
FEBRUARY 26, 2015  
7:00 p.m.**

**Members Present:** Cathryn Silver-Smith (Chairperson), Chuck Funk, Merrill Simpson, Gail Zaicek, Judy Austin (Alt.), Carl Pfalzgraf (Alt.), Francine Hodovan (Recording Secretary).

**Guests:** AVFD: Chief Wayne Fletcher.

BOS: Michael Zambo (First Selectman, Ex-Officio), Ralph Fletcher, Bill Falletti.

1. **Call to Order:** Chairperson Cathryn Silver-Smith called the Regular Meeting of the Ashford Board of Finance to order at 7:04 p.m.

2. **Seating of Alternates:** Mr. Pfalzgraf was seated for Ms. Eastwood and Ms. Austin was seated for Mr. Horn.

3. **Approve Minutes of Meeting for February 19, 2015:**

**MS. ZAICEK MOVED AND MR. PFALZGRAF SECONDED A MOTION TO ACCEPT THE MINUTES OF THE FEBRUARY 19, 2015 BOF MEETING WITH THE FOLLOWING CORRECTIONS. THE MOTION PASSED WITH EVERYONE VOTING AFFIRMATIVELY EXCEPT FOR MR. PFALZGRAF WHO ABSTAINED.**

Corrections:

- Under Unfinished Business: Windsor was spelled incorrectly
- Under the motion following: the word “motion” was spelled incorrectly
- Under the motion to add Item 7A: There should be a space between “Mr. Funk” and the word “seconded”
- Under Proposed FYE 2016 Capital Items
  - o Under AVFD: The sentence should be corrected to read “...multi-tasking vehicle at a cost of \$50K”
  - o Under Town: The sentence should read “The Town is anticipating a STEAP grant for Krapf Road reconstruction as we have not received one in the last 3 years”
  - o Under Ashford School: The sentence should read “...upgrade the media center/library and robotics room ceilings at a cost of \$58K and 4 classrooms at a cost of \$38K each because of a problem with acoustics, but recommendations from the energy audit...”
  - o Under paragraph starting with “Selectman Zambo once again noted...”: the last sentence should read, “Mr. Funk will submit the resultant report by February 26, 2015.”

4. **Hear from Public:** None.

5. **Communications:**

Ms. Silver-Smith sent an email to Jim Rupert, BOE Chair, with Superintendent. Longo and Selectman Zambo on copy, stating that the 1% Non-Lapsing Fund’s name has officially been changed to the “Unexpended Educational Funds Account” and included a copy of the “Unexpended Educational Funds Account Guidelines and Rules.”

6. **Unfinished Business:** None.

7. **New Business:**

a. **Selectman’s Update:**

Selectman Zambo stated that he was happy that we made it through the last snow storm with no major problems; our heavy equipment is holding out so far. Mr. Wayne Fletcher, AVFD, stated that the solar panel work will start on the AVFD building Monday, March 2, 2015.

**b. Chart of Accounts Grant:**

Mr. Zambo reported that he hasn't heard anything about the status of the grant. Ms. Baker told Selectman Zambo that the updating of the charts of accounts is NOT currently mandatory as of now, and as far as can be seen it will continue this way in future. There is no "pilot program" as was stated by the Superintendent previously. If a grant is received, it would be used to hire an IT person to create and install the changes and train employees.

**c. Reviews of:**

**Proposed FYE 2016 General Government Budget:**

Selectman Zambo distributed revised General Budget figures, a summary of General Government and 5-Year Capital Improvement Plan changes, the Ovation Health Insurance worksheet and Region 19 Proposed Levy of Taxes. The changes were reviewed.

**Proposed FY 2016 Capital Improvement Plan:** BOS recommendations for reductions were reviewed, as were changes to funding source amounts. Ms. Silver-Smith suggested that impacted requestors be notified of the recommended reductions.

Ms. Silver-Smith stated that the Undesignated Fund should not be used to offset any mil rate increase.

**8. Committee Reports:** None.

**9. Agenda Items for Next Meeting:**

- FY 2015 Capital Non-Recurring Fund Transfers
- BOE FY 2015-2016 Budget
- Status of Grant for Chart of Accounts

**10. Remarks for the Good of the Board:**

Ms. Silver-Smith thanked the BOS for their reductions and recommendations for the General Government and 5-Year Capital Improvement Plan. Selectman Zambo thanked the BOF for their volunteerism, saying that they are doing a good job. Mr. Simpson stated that he feels that the Senior Center is on the right road with the changes that the BOS recommended.

**11. Adjournment:**

**MR. FUNK MOVED AND MS. ZAICEK SECONDED A MOTION TO ADJOURN THE FEBRUARY 26, 2015 REGULAR MEETING OF THE ASHFORD BOARD OF FINANCE. THE MOTION PASSED WITH EVERYONE VOTING AFFIRMATIVELY.**

The Ashford Board of Finance Regular Meeting adjourned at 9:47 p.m.

Respectfully submitted,

Cathryn Silver-Smith (for BOF Clerk)