

**ASHFORD BOARD OF FINANCE
REGULAR MEETING
Ashford Town Hall,
5 Town Hall Rd, Ashford, CT 06278
June 14, 2018
7:00 p.m.**

Present: Judi Austin (Clerk), Jesse Burnham, Gail Zaicek, Angie De Santo (alt), Esther Jagodzinski (alt.), Carl Pfalzgraf (alt.) and Francine Hodovan (Recording Secretary).

Guests: Ashford Finance Department: Cheryl Baker.

1. Call to Order: In Mr. Funk's absence, BOF Clerk Judi Austin called the Regular Meeting of the Ashford Board of Finance to order at 7:00 p.m.

2. Seating of Alternates: Ms. Jagodzinski was seated for Mr. Bean, Mr. Pfalzgraf was seated for Mr. Simpson and Ms. De Santo was seated for Chairman Funk.

3. Communications: None.

4. Approve Minutes of Special Meeting of May 29, 2018:

MR. BURNHAM MOVED AND MS. ZAICEK SECONDED A MOTION TO APPROVE THE MINUTES OF THE MAY 29, 2018 SPECIAL BOARD OF FINANCE MEETING WITH THE FOLLOWING CORRECTIONS. THE MOTION PASSED WITH EVERYONE VOTING AFFIRMATIVELY.

Corrections: Under Members "Present", Jesse Burnham is a full member of the BOF and not an Alternate. "Section 6., Follow up on BOE Request for FY 17-18 Additional Special Education Funding," 3rd sentence should read "**BOE froze the school budget through December and again in March, and they are still under a partial freeze.**"

5. Hear From Public: None.

6. New Business:

a. Selectman's Update: None.

b. Expenditures and Revenues Reports: Expense and Revenue reports were gone over. Ms. Baker stated that the revenues include the anticipated Town Aid Road although this will be a bonded item and no bonds have been issued yet, therefore, it may show up in next year's budget as a receivable. She will be checking into this with the auditors. She and Ms. Austin also stated that once again the Tax Collector did an excellent job collecting taxes and that she has a good relationship with the public.

c. Annual Report Update: Ms. Zaicek handed out her "Steps to Assembling the Ashford Annual Report," which is her outline for future use as a guideline. She explained how she was able to piece the information into a coherent document for anyone interested in the town departments and the town finances for the year. It was a huge task and she did a great deal of work and took that work very seriously. Some comments were "It's fabulous," and "It's beautiful," "a lot of work was put into this," etc. Ms. Austin stated that both she and Chairman Funk would like to have the BOF take their drafts home to review for any errors or typos, peruse for flow and come to the next meeting ready to discuss. Mr. Pfalzgraf stated that Ms. Zaicek "did a wonderful job of this starting from scratch and has left a clear template for her successor." Ms. Austin also stated to Ms. Zaicek that she "did an excellent job. Thank you. Awesome job!"

MR. PFALZGRAF MOVED AND MS. ZAICEK SECONDED A MOTION TO ADD "ITEM 6D, CAPITAL IMPROVEMENTS PLAN UPDATE." THE MOTION PASSED WITH EVERYONE VOTING AFFIRMATIVELY.

d. Capital Improvements Plan Update: Ms. Jagodzinski handed a copy of a spreadsheet prepared by Friar Associates to Ms. Austin for Chairman Funk, which presented a 10-year plan for remediation and improvements to the Ashford School.

7. Agenda Items for the Next Meeting:
Annual Report.

8. Remarks for the Good of the Board: Ms. Austin stated, “We have a good crew, bringing our thoughts together, and sharing information. Thank you, Cheryl (Baker) for your help.”

9. Adjournment: MS. ZAICEK MOVED AND MR. PFALZGRAF SECONDED A MOTION TO ADJOURN THE JUNE 14, 2018 REGULAR MEETING OF THE ASHFORD BOARD OF FINANCE. THE MOTION PASSED WITH EVERYONE VOTING AFFIRMATIVELY.

The Ashford Board of Finance Regular Meeting adjourned at 8:04 p.m.

Respectfully submitted,

Judi Austin,
BOF Clerk