

**ASHFORD BOARD OF FINANCE  
REGULAR MEETING MINUTES  
7:00 PM  
Thursday, September 13, 2018  
Ashford Municipal Office Building  
Lower Level Meeting Room  
5 Town Hall Road  
Ashford, CT 06278**

**Present:** Charles Funk (Chairman), Judi Austin (Clerk), Gail Zaicek, Jesse Burnham, Angie De Santo, Gail Zaicek, Garth Bean, Esther Jagodzinski (alt.), Carl Pfalzgraf (alt.)

**Guests:** Ashford Assessor: Kara Fishman  
Ashford Tax Collector: Linda Gagne  
Ashford School BOE Chairman: John Lippert.  
Ashford Fire Chief: Wayne Fletcher

**1. Call to Order:** Chairman Funk called the Public Hearing of the Ashford Board of Finance to order at 7:03 p.m.

**2. Seating of Alternates:** Carl Pfalzgraf (alt.) seated for Mr. Simpson

**3. Communication Meeting:** Mr. Funk informed the Board of Finance of the Moody's ratings. The Aa3 rating from the last meeting, where a negative outlook had been projected, has been modified by Moody's. Cheryl Baker, Treasurer for the Town of Ashford, consulted with Moody's and presented the town's position. Moody's stated that the town's finances are stable, leading to their final assessment.

**4. Approved minutes of Regular Board of Finance Meeting of August 9, 2018:**

**CARL PFALZGRAF MOVED AND GAIL ZAICEK SECONDED A MOTION TO ACCEPT THE MINUTES OF THE ASHFORD BOARD OF FINANCE REGULAR MEETING OF AUGUST 09, 2018, WITH CORRECTIONS. MOTION PASSED WITH EVERYONE VOTING AFFIRMATIVELY; WITH THE EXCEPTION OF GARTH BEAN WHO ABSTAINED.**

- Change the spelling of Jessie Burnham to Jesse Burnham.

**5. Hear From Public:** None

**6. New Business:**

**a. Selectmen's Update:** none

**b. Assessor will discuss department budget and needs:**

Kara Fishman introduced herself and explained the criteria for her position. Her position requires holding a certification from CCMA every 5 years. Ms. Fishman must take a minimum of 50 hours of course work per five-year cycle in order to upgrade and maintain her certificate. To qualify for the position you are required to work 5 years in the field. Discussion ensued about the training and networking benefits the town receives by Ms. Fishman attending these courses. Ms. Fishman

provided clear communications on the methods such as regulatory books, magazines and networking so she can assess property legally and fairly within her required duties.

**c. Year End Adjustments: General Review**

Discussed BOE budget transfers that occurred within the Ashford School 17-18 fiscal year. Mr. Funk used this information as awareness for the BOF to digest the challenges that the BOE has in the budget process.

**d. Expenditure and Revenue review:**

Detailed Statements and Adjustments were provided to the Board of Finance for review of the Town Expenditures, Anticipated Revenue and Budgeted Expenditures. Mr. Funk stated that he would want until the next meeting to give time for everyone to review the material.

**7. Agenda Items for the Next Meeting:**

Nothing at this time, with the exception of the aforementioned review of Expenditures and Revenues. Next meeting is a month away and Mr. Funk may call a special meeting depending on Selectmen and Treasurer's needs.

**8. Remarks for the good of the board:**

Angie remarked that she was very impressed with Ms. Fishman, Ms. Baker and Ms. Gagne professionalism, hard work and dedication. The Board of Finance agreed that we are very fortunate to have this group.

**9. Adjournment:**

**CARL PFALZGRAF MOVED AND GAIL ZAICEK SECONDED A MOTION TO ADJOURN AT 8:36, THE ASHFORD BOARD OF FINANCE REGULAR MEETING OF AUGUST 09, 2018. MOTION PASSED WITH EVERYONE VOTING AFFIRMATIVELY.**

Respectfully submitted,

Charles Funk  
BOF Chairman (for BOF Clerk)