

**ASHFORD BOARD OF FINANCE
REGULAR MEETING MINUTES**

Thursday, October 11, 2018

7:00 PM

Ashford Municipal Office Building

Lower Level Meeting Room

5 Town Hall Road

Ashford, CT 06278

Present:

Charles Funk (Chairman), Gail Zaicek, Angie DeSanto, Esther Jagodzinski (alt.), Carl Pfalzgraf (alt.)

Guests:

Board of Selectmen: Mike Zambo (1st Selectman), Cathryn Silver-Smith

Ashford Finance Department: Cheryl Baker (Treasurer)

Ashford Volunteer Fire Department: Wayne Fletcher (Chief), Paul Varga

Call to Order:

Chairman Funk called the Regular Meeting of the Ashford Board of Finance to order at 7:02 p.m.

Seating of Alternates:

Carl Pfalzgraf seated for Mr. Simpson; Esther Jagodzinski seated for Garth Bean; Angie DeSanto seated for Jesse Burnham.

Communications:

Mr Funk requested help creating an ad for a Recording Secretary for the Board of Finance to be included in the next addition of the Ashford Citizen, Esther Jagodzinski volunteered to create that as well as make sure that its on our town's website.

Approved minutes of Regular Board of Finance Meeting of September 13, 2018:

GAIL ZAICEK MOVED AND CARL PFALZGRAF SECONDED A MOTION TO ACCEPT THE MINUTES OF THE ASHFORD BOARD OF FINANCE REGULAR MEETING OF SEPTEMBER 13, 2018. MOTION PASSED WITH EVERYONE VOTING AFFIRMATIVELY.

Hear From Public:

None

New Business:

A. Selectmen's Update:

- A larger, fuel efficient furnace has been ordered for the Senior Center. The Hole in the Wall Camp has graciously offered to pay for this.

- The town has taken delivery of a new Bluebird Bus
- Elaine Bissonnette is filling in temporarily as Senior Center Coordinator and Melissa McDonough as Agent for the Elderly.
- Two additional homeowners have received reassessment due to confirmed crumbling foundations, bringing the total to 16 properties in Ashford
- The latest retired school transportation van has been converted into an Animal Control vehicle.

B. Review BOE Request for Transfer from Unexpended Educational Fund into Capital Budget:

The Superintendent of Schools, James Longo, sent a formal request via email, that stated:

“In response to the Board of Selectman’s vote to recommend use of BOE unexpected funds to cover the increase in cost of architectural plans for the former Technology Education Space, the BOE voted at its October 4th meeting to request that the Board of Finance release \$4,000 from the Board of Education’s Unexpended Educational Fund account. The BOE requests that these funds be transferred to the Capital Fund’s account in order to satisfy costs associated with a proposal for architectural services provided by Friar & Associates.”

This document was read aloud to the BOF and audience by Mr. Funk.

CARL PFALZGRAF MOVED AND GAIL ZAICEK SECONDED A MOTION TO TRANSFER \$4,000 FROM THE BOARD OF EDUCATION’S UNEXPENDED EDUCATIONAL FUND TO THE CAPITAL PROJECT FUND. MOTION PASSED WITH EVERYONE VOTING AFFIRMATIVELY.

There was questioning from the audience and board members, directed to Mr. Funk, as to why a representative from the school was not in attendance to answer questions about the request. Mr. Funk responded that he felt this particular request had been widely understood and contemplated by the selectmen’s Capital Committee Advisory Board, which includes a BOF member who had been giving the BOF updates. Furthermore, the request had been reviewed and passed by the Board of Selectmen, as well as the Board of Education. So in Mr. Funk’s estimation, it was unnecessary to have a BOE representative present to explain the request.

Some in the audience and a couple of BOF members expressed disappointment in the process the chair had opted to take with this request. Mr. Funk acknowledged their concern and indicated that future requests will be undertaken with more adherence to a formal process.

C. Expenditure and Revenue Review:

The Board reviewed the expenditure and revenue reports issued from the Treasurer and found nothing that needed further expansion. There were no substantive questions about revenues or department expenditures at this time. In other words, department budgets appear to be where BoF members expected them at this time in the budget cycle.

Agenda Items for the Next Meeting:

Review of Expenditures and Revenues. Budget Calendar and Yearly Meeting Calendar Review.
Presentation of Audit Report by MahoneySabol CPA’s.

Remarks for the Good of the Board:

None

Adjournment:

GAIL ZAICEK MOVED AND CARL PFALZGRAF SECONDED A MOTION TO ADJOURN AT 8:25, THE ASHFORD BOARD OF FINANCE REGULAR MEETING OF OCTOBER 11, 2018. MOTION PASSED WITH EVERYONE VOTING AFFIRMATIVELY.

Respectfully submitted,

Charles Funk

BOF Chairman (for BOF Clerk)