

# **TOWN OF ASHFORD**

## **ANNUAL REPORT**



**Ashford Municipal Offices**

**July 1, 2016 - June 30, 2017**



**TOWN OF ASHFORD  
ANNUAL REPORT  
FISCAL YEAR ENDING 06/30/2017**

We dedicate the 2016-2017 Town of Ashford Annual Report to our friend and colleague Barbara B. Metsack.



Barbara B. Metsack's career started with the Town of Ashford as the Secretary to the Board of Selectmen in November of 1969. Barbara moved up to Assistant Town Clerk in 1971, and succeeded Royal Knowlton as Town Clerk in 1980.

Barbara continued as town clerk for 33 years as she easily survived re-election every two years. During her years as town clerk, Barbara also served as our town historian, and as probate judge from 1979 to 1990. She continues to be an invaluable resource as our historian; she knows the people, the stories, and quite literally, "where the bodies are buried!"

Barbara served on the Ashford's 300th anniversary celebration. She co-chaired the very successful quilt show, and as the parade's Grand Marshall on a soggy day.

The Town of Ashford has indeed been fortunate to have had Barbara Metsack performing the very important "work of the Clerk of the Town of Ashford." We wish her the very best in her well-earned years of retirement.

(excerpts quoted from Sheri L. Mutch, CMC, Ashford Town Clerk)  
(photo by Bill Karosi)



**TOWN OF ASHFORD  
ANNUAL REPORT  
2016-2017**

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# TOWN OF ASHFORD

## Office of the Selectmen

The Board of Selectmen are the principal administrative officials of the town: they build and maintain roads; they keep the town's financial records; they administer the town's welfare services; they appoint administrative boards, commissions and committees.

### Accomplishments during fiscal year 2016-2017:

- Applied for and received an EPA grant to purchase a new school bus through the Clean Diesel Rebate Program
- Applied for and received a Connecticut Department of Transportation 5310 grant to purchase a new senior transit bus
- Applied for and received an Emergency Management Performance grant
- Received Connecticut Green Bank awards for environmentally and energy efficiency projects at the town's dog pound, Town Clerk's storage vault and Pompey Hollow Senior Housing
- Formulated multiple local budget proposals.

### Plans for 2017-2018:

- Apply for a Remedial Action and Redevelopment Municipal Grant through the State of Connecticut Office of Brownfield Remediation and Development
- Multiple road resurfacing projects
- Continuation of monitoring relating to Route 74 waterline project
- Plan and administer environmentally proactive projects funded through grant awards received from Eversource
- Apply for EPA grant to purchase a new school bus through the clean Diesel Rebate Program

Michael J. Zambo, First Selectman  
William A. Falletti, Selectman  
Ralph H. Fletcher, Selectman

Staff: Christine Abikoff, Executive Administrative Assistant

The Board of Selectmen meet the first and third Monday of each month.



# RECORDS & ELECTIONS

## Town Clerk

## **ANNUAL REPORT FY 2016-2017 TOWN CLERK's OFFICE**

### **Purpose/Summary of Responsibilities:**

The Town Clerk's Office must meet statutory requirements for recording land documents, and for filing vital records, military discharges, maps, and minutes of town meetings, boards and commissions. Documents are recorded or filed, security filmed, and the microfilm safely stored off-site. The office issues dog licenses, sports licenses, liquor licenses, and various permits. The office issues birth and death certificates and marriage licenses, and maintains a vital records index.

The Town Clerk prepares deeds for the sale of cemetery plots in Ashford's active cemeteries, collects the fee and records the deed. Our office also issues and files burial and cremation permits. We are required to carry out a multitude of specified duties for local referenda, and local, state and federal elections. We serve the public, and interact with and support other town departments.

The Town Clerk's Office has the responsibility to maintain the best possible records management systems and preservation and restoration programs for our historic permanent public records. Our records systems must be user-friendly, up-to-date, and secure for the future. We annually attend conferences to familiarize ourselves with changes in election laws and other legislation. To keep current with official policies and methodologies, we also attend workshops and educational sessions concerning fundamentals of land record issues, access to birth, death & marriage records, and the management, preservation and restoration of the public records in our care. Our certification process is lengthy and comprehensive. State and regional conferences help us keep informed and progressive. We continually evaluate our procedures to make sure that we are "best foot forward," and make changes as needed.

### **Accomplishments for FY 2016-2017:**

- Land records re-indexing project continued (cooperative effort with Cott Systems funded by State Library grant).
- In-house digital indexing and scanning of vital records continued.
- Back-file scanning of land records began (Vols. 48 – 65).
- State election (11/8/16); recount of the 53<sup>rd</sup> House District race (11/15/16); Regional School District #19 Public School System referendum (5/2/17). The 2017-2018 town/education budget referendum was postponed until the state financial situation would be clearer, and was finally held on December 21, 2017.
- November 21, 2016 Town Meeting enacted ordinances: "Volunteer Fire Department Personnel Tax Abatement Ordinance" and "Fracking Ordinance."

### **Members/Staff:**

Sherri L. Mutch, CMC, Town Clerk  
Karen M. Zulick, Assistant Town Clerk  
Beverly Ference, CCTC, Assistant Town Clerk

# **JUDICIAL BRANCH**

## **Board of Assessment Appeals**



Board of Assessment Appeals  
Joseph F. Peters, Chairman

The Board of Assessment Appeals is the appeal board for taxpayers who disagree with actions of the assessor regarding the valuation of real estate, personal property and motor vehicles and the administration of exemptions. It is an elected board with 3 members and 2 alternates.

Recent Accomplishments

- Met on September 7, 2016 to hear Motor Vehicle appeals. None were filed.
- Met on April 19, 2017 and April 16, 2017 to hear 10 real estate appeals and 2 personal property appeals. Many of the real estate appeals dealt with value changes from the GL 2016 revaluation.
- The Board was the 1<sup>st</sup> municipal agency to address property devaluation from having a crumbling concrete foundation. Legislation allowing assessors to revalue properties identified as having this issue had not yet been passed. The Board heard two such appeals.
- Three members attended a Board of Assessment Appeals Workshop held in Brooklyn and sponsored by the Windham Area Assessors Association. The discussion focused on the new 2017 Board of Assessment Appeals Handbook.

Members

Joseph F. Peters, Chairman  
Christine Reed  
Mary Anne Simpson

Thomas Martin, Alternate  
Elizabeth Little, Alternate

Staff: Kara J. Fishman, Assessor

Meeting Schedule

The BAA meets two times per year, in March and September. Written applications for the March meeting are due by February 20<sup>th</sup>. The taxpayer is mailed an assigned time and date to present their appeal. The taxpayer is informed of the Board's decision by mail.

The September meeting is only to hear motor vehicle appeals. A written application must be brought with the taxpayer to the meeting. No appointments are necessary. The taxpayer is informed of the Board's decision by mail.

Notice of all meetings is published in a local newspaper. This year, the Board used The Chronicle. In prior years the Board has used the Reminder, the Journal Enquirer and Hartford Community. Notice is also posted on the town's website and outside the Town Clerk's office in Town Hall.



# **FINANCIAL SERVICES**

**Board of Finance**

**Assessor**

**Tax Collector**

**Treasurer/Finance**

## BOARD OF FINANCE

### Board of Finance Purpose and Responsibilities

The function of the 9 member (6 regular, 3 alternate) Board of Finance in our Selectman-Town Meeting form of government is to manage the financial activities of the town government. We are charged with budget construction with the specific goal of setting town priorities with an eye to utilizing town taxes as efficiently as possible. We as a board are also responsible for setting property tax rates, approve special appropriations, oversee how town financial records are maintained, and arrange for an annual audit of financial accounts.

### Fiscal Year 16-17 Accomplishments

The Board of Finance was presented with a new challenge this fiscal year, as the State of Connecticut put a cap on motor vehicle mill rates of 32 mills. This required the board to break the mill rate calculation into two separate columns, motor vehicle, and real estate/personal property. The combined FY 15-16 mill rate was 32.962 so we reduced the motor vehicle by .962 to meet state requirements and also reduced the real estate/personal property .582 of a mill due to both education budgets coming in under the previous year.

We were able to maintain an Undesignated Fund balance of \$1,708,311 as of June 30 2017, 11.5% of the year's general operating budget. This has traditionally needed to be within a 8% to 10% range, the towns auditing firm is now recommending a bit higher percentage to maintain a solid credit rating.

The Board approved two increases for a total of \$32,697 this fiscal year:

- Ashford Board of Education Non-Lapsing Fund \$31,466
- Ashford Recreation Fund (addressing a shortfall) \$ 1,231

The Board of Finance helped to facilitate a change in policy for the Capital Improvement (Non-recurring) Budget process, by encouraging the Selectman's office to design an application form that requires all proposed capital projects be put in writing with estimates, future costs, and a few other details to aid all parties in prioritizing capital needs. This has been met with good reviews and a clearer path for those who follow the process.

### Board of Finance Meeting Schedule

The Board of Finance generally meets the second and fourth Thursday of each month. However, during budget season we meet more often. Our schedule can be found on the Ashford Town website calendar of events. Be sure to check the calendar on a regular bases. The entire Board encourages you to participate in our meetings as your input helps us act on all our behalves.

Charles E Funk, IV, Chairman

Assessor's Office  
Kara J. Fishman, Assessor

The primary function of the Assessor's Office is to prepare the annual Grand List of Taxable Properties as of October 1. These values form the basis for property tax bills that are due the next July. The Grand List is comprised of Real Estate, Personal Property and Motor Vehicles.

The Assessor's Office must discover, list and value all taxable and nontaxable property located within the Town of Ashford in accordance with Connecticut General Statutes. During the FY 2016/2017, the office compiled the Grand List of October 1, 2016. The net taxable Grand List, adjusted for any changes made by the Board of Assessment Appeals, was 297,170,266. Eighty-seven percent (87%) of the net Grand List was Real Estate, 10% was Motor Vehicles and 3% was Personal Property.

The net taxable 2016 Grand List was 0.50% lower than the 2015 Grand List. By component, Real Estate declined 0.90%, Personal Property increased 5% and Motor Vehicles increased 1.00%. Real Estate was revalued for the 2016 Grand List. The prior revaluation had been for the 2011 Grand List.

This office is also responsible for administering exemption programs for veterans, the elderly, disabled persons, farm machinery, farm buildings, manufacturing equipment, new heavy commercial vehicles, solar power, Active Duty motor vehicles, specially equipped motor vehicles for the handicapped and non-profit quadrennial filings every 4 years.

Other duties include:

- Administering the PA 490 Farm, Forest and Open Space programs
- Updating tax maps
- Recording all real estate transfers
- Processing Personal Property Declarations for businesses and owners of unregistered motor vehicles
- Updating real estate records with building permit issuance and completion.
- Responding to the public's data requests
- Staff person to the Board of Assessment Appeals
- Pro-rating motor vehicles disposed of during the Grand List year.

Major Activities and Accomplishments in FY 2016 – 2017:

- Revaluation: Vision Government Solutions, Inc. did most of the property inspections and data analysis. The Assessor personally inspected most of the commercial and non-profit properties in Ashford with Vision inspectors. The Assessor signed the Grand List and certified that the Revaluation met state standards for uniformity and equity.
- New DMV Computer System: New computer software was installed by DMV in August 2015 and used to generate the Motor Vehicle list for the town's July 2016 billing. Motor Vehicle traffic in the Assessor's Office was heavy through the summer and fall.
- Four new homes were added to the 2016 Grand List with an additional 5 under construction. Three of the nine houses were on Lake Woods Lane. One commercial building was also under construction.

- Crumbling Concrete Foundations: Public Act 16-45 was passed by the State Legislature and effective for the 10/1/2016 Grand List. Thirteen properties applied for an assessment reduction totaling 1,107,400. All were inspected and the assessment reduction documented by the Assessor. The Assessor was part of a working group of Assessors from the affected towns that developed guidelines for assessment reductions.

Staff: Kara J. Fishman, CCMA II, MAI, Assessor

Town of Ashford Annual Report Fiscal Year July 1, 2016 to June 30, 2017

The Tax Collector's Office is responsible for collecting the municipal taxes on real estate, personal property, and motor vehicles in order to provide revenue for the programs deemed necessary and /or desirable to operate the Town. These taxes become due and payable on July 1 and Jan. 1. Interest is calculated and collected on all accounts past due. Liens are filed on all unpaid current real estate taxes in the spring.

The Objective of the Tax Collector's Office is to collect taxes in a uniform & efficient way, in accordance with the Connecticut State Statutes, to provide revenues for the Town as quickly as possible, and to accommodate requests for information in a professional manner.

The Ashford Tax Collector's Office closed the fiscal year ending June 30, 2017 with a collection total of \$9,726,483.06, an amount of \$96,290.06 more than the budget called for. Our charge was to collect at least 98% of the current taxes.

The Office is continually analyzing all accounts to assess the course of action for collection of delinquent accounts, according to the remedies provided by Connecticut State Statutes. A list of properties has been identified for sale for taxes and will be scheduled in the future. The Tax Collector's Office continues to work with the Assessor's Office to improve information sharing and communications. We all continue to strive to serve the public efficiently while holding the costs level. Trial balances are run on a monthly basis to insure accuracy in all transactions, and monthly revenue updates are available to assist the Boards and other offices with revenue projections. The Tax Collector's Office carefully listened to our taxpayers requesting an online payment venue. We implemented an online payment system, ready for transactions on July 1, 2015. This venue provided the Town with \$552,000 in payments during the past fiscal year, even though there is a fee associated with the payment.

The Tax Collector continues to participate in continuing education workshops. The Collector is certified by the State of Connecticut as a Certified Connecticut Municipal Collector. The Tax Office was able to utilize our intern from the past two summers, and he was able to expand his training and work the counter as well as process the mail.

I would like to thank the many taxpayers who continually make the process of collections a pleasure to serve the public.

Linda G. Gagne CCMC, Town of Ashford Tax Collector

**Ashford Finance Department**  
Cheryl A. Baker, Town Treasurer  
Laura Scandalito Andert, Deputy Treasurer

**Summary of Responsibilities:**

The Ashford Finance Department is a multifaceted department. This department's responsibilities encompass responsibilities in both finance and IT (see IT Department report). Financial responsibilities include purchasing and leasing, bi-weekly payroll processing, federal and state tax payments, quarterly and annual payroll reporting and defined contribution pension management.

This department is also responsible for processing accounts payable and reimbursements, including debt service payments. We record all revenues and expenditures in the Town's general ledger and report all recorded expenditures to each department on a bi-weekly basis. Revenues from the Tax Collector and liabilities of the Town Clerk and Land Use offices are reconciled on a monthly basis.

The Finance Office has a role in developing and monitoring the general fund, Capital Projects, Animal Control, Youth/Social Services, and Parks & Recreation budgets. We also monitor an additional nineteen funds within the Town's financial system.

Town Treasurer and Deputy Treasurer responsibilities include reconciliation of all Town bank accounts, bonding and refunding of bonds, negotiating interest rates and acquiring loans for capital projects. The Treasurer and Deputy Treasurer are responsible for investments of tax and other revenues, and the appropriate disbursement of Town funds, and financial record keeping for all Small Cities and other grants. The Treasurer and Deputy Treasurer hold their respective roles for the Town and the Ashford Board of Education.

The Treasurer is also responsible for Animal Control financial reporting to the State. Reporting and associated payments are completed quarterly, with an additional report completed annually which includes a joint reconciliation of Animal Control revenues with the Town Clerk.

Finance Office personnel play key roles assisting in the creation of the Financial Statements and the annual audit of those Statements.

**Accomplishments for FY 2016-2017:**

- Created Credit Card and Whistleblower policies for the Town of Ashford
- Implemented new deposit criteria for Recreation Department utilizing spreadsheet system created in Finance Office specific to Recreation Department program management needs

**Plans for FY 2017-2018:**

- Adopt secure e-payment option for on-line building permit applications
- Research possible avenues for accepting credit/debit cards in Town Clerk's Office
- Continue to monitor BMSI's (financial software) WebLedger progress for upgrade opportunity
- Continue to seek out new opportunities for savings to maximize our taxpayers' dollars
- Continue communications with Moody's rating agency to assist in maintaining favorable rating for future bonding

**Staff:**

Cheryl A. Baker, Treasurer  
Laura Scandalito Andert, Deputy Treasurer

**COMMUNITY HEALTH  
& DEVELOPMENT**

**Building Department  
Transfer Station Committee**

**Babcock Library  
Recreation Commission**

**Ashford Senior Center**

**Housing Authority  
Youth & Social Services**

# TOWN OF ASHFORD

## Building Department

5 Town Hall Road

Ashford CT 06278

Building Official: Michael L Gardner  
Clerk: Beverly G Ference  
Email: mgardner@ashfordtownhall.org

Phone: 860-487-4404  
Fax: 860-487-4435

### Purpose/Summary of Responsibilities:

The function of the building department is to issue permits for construction or alteration work. Permits are also needed for pools (above and in-ground) installation of stoves or inserts, furnaces, chimneys, electrical work, plumbing, air-conditioning, propane installation, siding, windows & doors and accessory structures. The Building Official makes the needed inspections and ensures that the work is done properly and meets the requirement of the Connecticut State Building Code. The department is required to maintain all records in an orderly system for future use.

The building department works with the Ashford Road Foreman, Wetlands and Zoning Enforcement Officers, Fire Marshal, Assessor, the Eastern Highlands Health District, Eversource, Realtors, Appraisers, Contractors, and other town and state agencies.

Reports are sent to the Selectmen, Treasurer, Assessor, State Building Official and Bureau of the Census.

Attached is the permit report for FY 2016 – 2017

The plan for FY 2017 – 2018:

- Incorporate a pay on line system for building permits.
- Add new files for increasing records

Regular office hours for the Building Department are:

Monday, Tuesday, Friday 8:30am – 4:00pm

Wednesday, 8:30am – 3:00pm and 7:00pm – 9:00pm

# TOWN OF ASHFORD

## Building Department

Building Official: Michael L Gardner  
Clerk: Beverly G Ference  
Email: [mgardner@ashfordtownhall.org](mailto:mgardner@ashfordtownhall.org)

Phone: 860-487-4404  
Fax: 860-487-4435

### Building Permits – Fiscal Year 2016 – 2017

	Residential	
New Homes	7	\$12,352.00
Foundations	5	158.00
Additions	3	1,188.00
Renovations	26	4,256.00
Roofing	16	1,600.00
Siding	5	1,100.00
Decks	17	2,012.00
Garages/Carports	7	2,416.00
Barns	2	188.00
Sheds	4	880.00
Windows/Doors	14	2,156.00
Pools/Hot Tubs	5	908.00
Plumbing	6	456.00
Mechanical	29	3,554.00
Solar	22	6,166.00
Electrical	37	1,768.00
Generators	5	536.00
Propane	15	600.00
Pellet Stoves	4	160.00
Wood Stoves	7	436.00
Chimneys/Liners	4	292.00
Demolition	4	544.00
Miscellaneous	9	384.00
<b>TOTAL</b>	<b>253</b>	<b>\$44,100.00</b>
	Non-residential	
Buildings	5	\$61,748.00
Renovations	6	980.00
Electrical	13	1,582.00
Propane	5	236.00
Signs	2	392.00
Mechanical	7	2,154.94
Plumbing	3	1,656.00
Fire Suppressant	1	400.00
Alarm systems	3	750.00
Demolition	3	984.00
Temporary Tents	2	308.00
Chimney	1	64.00
Cell Tower	3	708.00
<b>TOTAL</b>	<b>54</b>	<b>\$71,962.94</b>
<b>GRAND TOTAL</b>	<b>307</b>	<b>\$116,062.94</b>

Total construction value for fiscal year 2016 – 2017 \$9,499,048.44.

Total State educational fee paid \$2,398.02 (not included in fee collected)

Total Point software fee paid \$3,090.00.( included in permit fee)

For on line permitting system go to our website at [www.ashfordtownhall.org](http://www.ashfordtownhall.org)

## TOWN OF ASHFORD TRANSFER STATION

The Town of Ashford Transfer Station is designated by the Ashford Board of Selectmen. Its purpose is for the disposal of routine residential or household refuse generated in the Town of Ashford.

### Accomplishments:

Disposal Amounts- Bulky Waste (624.98 tons)

Trash (675.81 tons)

Metal (101.98 tons)

Wood (170.12 tons)

Single Stream (331.15 tons)

Waste Oil (1975 gals.)

Tires (1145)

Staff: Charles Busse- Transfer Station Operator; Anthony Nunes- Transfer Station Assistant

Operations Schedule: Wednesday 2:00 pm to 8:00 pm; Saturday 8:00 am to 4:00 pm; Sunday 10:00 am to 4:00 pm.

**Babcock Library Board of Trustees**  
**Helen Chapman, Chairperson**

The mission of the Babcock Library is to provide a welcoming environment for people pursuing lifelong educational, technical and enrichment opportunities.

Babcock Library: Your Center for Life Long Learning

Accomplishments for FY 16-17

- Complete update of Personnel Policy Manual
- 
- Conversion to Bibliomation consortium with centralized cataloging and a shared computer network of over 60 towns
- 
- Community Outreach: ABA Childrens author program, Quiet Corner Reads, NECT Community Orchestra concerts

Plans for FY 17-18

- Patron Survey as introduction to Long Range Planning process
- Contract with Ct Education Network for fiber optic internet, including piggyback with town at future date
- Continue to provide childrens, teens, young adult and adult programs and materials

Members:

Helen Chapman, board chairperson 11/17, Ann Lojzim, Gerald Nagy (off board 11/17), Catherine Sampson, Suzanne Smith, Barbara Zulick, Beth Fitzroy (on board 11/17)

Standard Meeting Schedule:

The Library Board meets on the fourth Tuesday of each month at 2:00 in the Library Meeting Room.

## **Babcock Library**

**Gerald Nagy, Chairman of the Board**

**Brett Freiburger, Director**

The 2016-2017 year brought changes to the Babcock Library. The library joined Bibliomation, which is a network of libraries sharing resources, expertise and ideas. Our patrons have access to books and materials from over 60 public libraries.

There were many changes in director and staff positions over the year, but a constant was the library's service to patrons. Special events included the Children's Summer Reading Program, ABA Children's Author Program, Family Fun Day, and many other children and adult programs.

The Babcock Library continues to seek new ways to provide services to our patrons. We strive to be "Your Center for Life Long Learning".

## ANNUAL REPORT FY 2016-2017

### ASHFORD PARKS AND RECREATION COMMISSION

Chairperson: TBA, Director: Sherry York

Purpose /Summary of Responsibilities: The Ashford Parks and Recreation Commission is committed to providing a high quality program knowing that the “benefits are endless” to the community and its’ residents. We will provide and maintain attractive, functional recreation facilities and offer a wide variety of programs and activities that will help make Ashford a better place to live, work, and play! Over thirty different, indoor and outdoor, cultural, creative, sports, fitness programs, and trips are managed through this department. The programs promote health, develop new skills, teach teamwork, develop an appreciation for the arts and the outdoors, build community, and encourage kids and families to participate in wholesome recreational pursuits. In 2017, all members of the community will receive *The Citizen*, a monthly news publication published by the town. It describes the program offerings and participation is open to everyone, from infants to senior citizens. The Recreation Commission and the Director will work together to establish policies, programs, and promotions. They oversee the recreation office; evaluate all program offerings and manage the maintenance of the parks and fields. The activities’ of this department are implemented through the services of five volunteer commission members, a full time recreation director, and volunteers. Instructors and program leaders are contracted for their services, as are parks maintenance services, with assistance from our Public Works Department.

#### Accomplishments for Fiscal Year 2016-2017

- Parks Maintenance with a plan and assistance from master gardener Gwen Adzema , we beautified Pompey Hollow Park. The area near the tennis courts and gazebo needed a landscaping upgrade. New shrubbery, perennial plants and flower bulbs were installed and cared for as they got established. This park is in the center of town and is enjoyed by many towns’ people, and is the site for our annual summer concert series and Family Day celebration.
- Playscape areas at both parks got a new layer of playground mulch surfacing.
- Programs: **Bus Trips**, 6 Coach (40 pp) **Swim Lessons** 3 sessions (90 pp), **Basketball** 9 teams, Grades 1 – 12 + Adult (100 pp), **Gymnastics** 2 sessions (40 pp), **Preschool Programs:** Tiny Tumblers (12 pp) Start Smart Soccer (18 pp) **Arts and Crafts** (40 pp) **Summer Camp** (full day) 2 weeks (25 pp ) **Girl Power Fitness Camp**, (full day) 1 week (15 pp) **Bike Camp** (19 pp) **Labor Day Fun Run** fund raiser (100 pp) **Adult Fitness**, Tai chi and Yoga (30 pp) We plan to make at least 10% profit above our costs on these programs. These funds will be used to support the programs we offer free of charge to the community.
- Programs that Build Community , (free of charge or nominally priced) **Family Day** (500 pp) **5 Summer Concerts**, ( 900-1000 pp) **BBQ** (150 pp) **4 Ice Skating** dates 2 at UConn ice arena and 2 at Bolton Ice Palace (250 pp) **Halloween Party** (220 pp) **Carol Sing** (110 pp) Ashford School’s

**Spring Jamboree**, dunk tank (250 pp) **Camp Out** (25 pp) These programs are budgeted expenditures totaling \$6,000.

### **Plans for Fiscal Year 2017-2018**

- **Parks Maintenance;** Next year we plan to get plaques dedicating the two benches that were put in the plantings in front of the tennis courts. Looking ahead we will need to begin playground equipment replacement at both parks. Both are nearly 20 years old and in need of an upgrade.  
A plan to do it a bit at a time is in the works with collaboration from the Rec. Commission, Public Works Department, Recreation Creations (playscape company) and our Capital Funds Committee.
- **Cultivate Leadership;** Commission chairperson, coaches, instructors and new young families needed to serve and guide Parks and Recreation Commission. 3 new towns people have shown interest in the Rec. Commission attending meetings and assisting with events in the past 6 months. We will continue to encourage their participation and utilize their strengths.

### **Members/Staff**

**Commissioners:** Sandi Moquin, Dan Kehoe, Garth Bean, Neil Gordon, Incoming (Leslie Bazilj)

**Staff:** Sandy Reed, Ashley Ault – Swim Instructor, Caylin Balogh Fitzgerald– Gymnastics, Sue Orcutt - Yoga & Joe Pandolfo - Tai Chi, Melissa McDonough, Sabrina Cosgrove, Hailey Ignatowicz Danielle Boulanger Summer Camps Rick Marlin – Parks Maintenance, We use many volunteers as coaches and program assistants.

### **Standard Meeting Schedule**

The Ashford Parks and Recreation Commission meets on the 3rd Monday of the month at 7p.m. in the Parks and Recreation Office.

The Ashford Senior Center  
Sheila Grady, Director

The Ashford Senior Center is a vital and valuable resource for Ashford seniors and seniors from surrounding towns. There is no membership fee and is open to all individuals over 55.

Not only is our Senior Center one of great fellowships but also provides educational, recreational, nutritional, health/ wellness, social, cognitive, physical and psychological needs and promotes community involvement and volunteerism.

The Senior Center acts as a referral and resource center for seniors and families seeking information on services that support the needs of older individuals. The center helps answer questions regarding housing, financial and social service resources. Our center promotes well-being, supports independence and encourages involvement in community life.

We provided Medicare and Medicaid counseling by certified CHOICES counselors. The center offered fitness programs such as tai chi, Zumba gold, low impact exercise and an indoor walking program.

Participants enjoyed games and comradery such as Ping pong, cards, bridge, mahjong and bingo. We also had game days where participants brought their own games or played one provided by the center. We had ongoing monthly programs such as coffee hour, crafter's, book club, lunch bunch, casino trips, bridge and haircuts. The Center had a nurse from ECHN come monthly to do blood pressure and Glucose checks along with a podiatrist and Hope and Wellness provide monthly foot care.

We work in conjunction with TVCCA to provide lunch 3 times per week. We also ventured out to local restaurants and colleges with our traveling lunch bunch. We also have a yearly picnic and this year collaborated with Eastford. The center also hosts several holiday dinners a year.

This year we utilized intergenerational program and seniors taught a local Girl Scout troop how to knit. The Senior Center also hosted a Spaghetti Dinner in Collaboration with the Local Girl Scouts. The Ashford Arts Council also worked in conjunction with The Girl Scouts to put on a Victorian Tea at The Senior Center.

We celebrate our seniors yearly by having a 90's Birthday party and local political figures such as Tony Guglielmo and Sam Belsito hand out Citations congratulation on individuals on turning 90. We also have an annual volunteer dinner to celebrate our volunteer's hard work and tireless contributions.

The Senior Center works in conjunction with several community organizations to bring innovative and informative programs. This year we partnered with AARP to provide a safe driving course. ECHN also has an annual flu clinic. The American Red Cross puts on several blood drives per year. We teamed with The Alzheimers association to put on programs dealing with this important issue. A local crafter taught seniors how to create Pysanky eggs. The Center invited Senior Resources to provide talks on issues relating to aging and Medicare. A local non-profit provided legal advice on such things as living wills and power of attorney. A local senior puts on programs that deal with gratitude and stress. For a Veterans

Day program were visited by a member of The Flying Tigers. We also purchased a green house and thanks to volunteers grew vegetables and assorted plants. Partnered with The Commission on Aging our center puts on monthly programs that deal with health wellness and educational issues related to seniors. In conjunction with the center The Commission On Aging have put on programs dealing with fall prevention, scams, caregiver support, Alzheimer and wellness related issues and a valentine dance, just to name a few. Every year The Center and the commission collaborate on a mini-spa where local salon and wellness vendors provide seniors with services such as Reiki, massage, facials, pedicures, and manicures etc.

The Center provides a meeting space for Ashford Senior Center Organization and this group helps with the daily functions of the center. In conjunction with the center this group provides programs such as sip and paint, bingo and antique appraisals (much like Antiques Road Show). ASCO puts out a monthly newsletter updating their members as to programs that are happening at our center. They keep individuals in good spirits by sending out birthday and get well cards. Their volunteer efforts help the center immensely. They are always willing to help with whatever need arises, be it within the kitchen, helping seniors obtain cell phones for emergency purposes, putting up decorations, assisting with large meals and functions etc. they provide entertainers for functions. They also have 2 craft fairs a year.

Thanks to our volunteer drivers we utilized our town bus to travel to several locales, This year we frequented The Boston Museum of Art, The Butterfly Museum, Walmart and Christmas Tree shops, **Several** restaurants, The Mansfield Movie Plex, Abbotts Lobster Pound, The Ashford Dairy Bar, Sunflowers for Wishes, Little Theatre of Manchester, The Manchester Band Shell, The Bushnell, Gambel Pavilion, Mohegan Sun Casino, The HuKeLah and the Hartford Flower Show just to name a few. We also take 2 coach bus trips per year and this year we visited the Statue of Liberty/ Ellis Island and The Norman Rockwell Museum.

In the future The Senior Center would like to continue to provide a safe and welcoming environment and continue to provide innovative programs to keep seniors and their families' active participants within our community.

Agent for the Elderly  
Sheila Grady, Municipal Agent

The Office of the Municipal Agent for the Elderly serves as a resource center providing information and referrals to local services as Medicare, Medicaid, SNAP (Food Stamps), Social Security, protective services, legal services, housing, transportation, energy assistance, Alzheimer's disease, hospice, respite care/caregiver information and local senior and community groups. The agent also helps seniors fill out application forms for benefits eligibility.

Its mission is to empower older adults and their families to remain as independent and engaged as possible within their communities through advocacy, information, and services.

The Agent for the Elderly also puts on educational/wellness programs several times throughout the year and works in conjunction with The Commission on Aging and Senior Centers in Ashford and the surrounding areas.

Some programs of interest during this year were Alzheimer's programs, safe driving programs, blood drives, shred day, medication presentations from UCONN pharmaceutical students, crafters and monthly lunch trips, monthly coffee hour (which includes blood pressure and Glucose screenings), trips to see local plays and sporting events, legal presentations from a local elder lawyer, financial seminars, Senior Resources spoke on Medicare/Medicaid issues and intergenerational programs with a local Girl Scout troop.

The Agent for The Elderly works in conjunction with several volunteers to provide transportation in Ashford and surrounding locations for residents 55 and older and/or disabled persons for medical appointments and shopping. Thanks to all our volunteers who help drive and transported several individuals to various appointments.

In the future the Agent for The Elderly would like to continue providing local seniors with much needed resources and information to ensure independence and provide engagement within the community.

## ASHFORD HOUSING AUTHORITY

The mission of the Housing Authority of the Town of Ashford is to provide safe, affordable housing for elderly and disabled individuals with moderate income. Ashford Housing Authority (AHA) is governed by a five (5) member Board of Commissioners appointed by the Town of Ashford Board of Selectmen. The Executive Director is responsible for day-to day operations. AHA is partially funded by the State of Connecticut Department of Housing.

### *Accomplishments in FY 16-17:*

- Received funding from the Connecticut Department of Housing for upgrades to the Fire Alarm System, and the Intercom system. The Emergency Exit lights were also replaced with LED lights.
- Received grant from Eversource through the Multifamily Initiative to upgrade all existing indoor and outdoor lights with LED lights and light fixtures.

### *Plans for FY 18-19:*

- Apply for funding from the CT Department of Housing to complete additional renovation projects that include the patio, elevator, and the gutters.
- Replace windows in three apartments
- Develop a marketing campaign to attract more applicants
- Complete a Capital Needs Assessment

### *Commission Members:*

Chairman, Dennis Poitras  
Assistant Chair, Randy Weidig  
Treasurer, Linda Yanke  
Assistant Treasurer, Brian Folker  
Resident Commissioner, Sandra Labrecque

*Staff:* Executive Director, Jessica Miller  
Administrative Assistant, Meg Bounty  
Maintenance Staff: Adam Brassard, Donna Therrien, Alan Laliberty  
Resident Services Coordinator, Gladys France

The Ashford Housing Authority Commission meets the second Tuesday of each month at 7:30 pm in the dining room at 49 Tremko Lane.

**HOUSING AUTHORITY OF THE TOWN OF ASHFORD  
OPERATING STATEMENT**

**FOR THE YEARS ENDED JUNE 30, 2017 AND 2016**

	<u>2017</u>	<u>2016</u>
<b>INCOME</b>		
<b>Rental Income</b>		
Rental Income - Base	\$ 190,080	\$ 182,400
Rental Income - Excess of Base	18,322	18,360
Total Rental Income	208,402	200,760
Dwelling Vacancy Loss	(2,934)	(2,186)
Net Rental Income	205,468	198,574
Interest Income	6	14
Other Income	16,639	14,008
<b>TOTAL INCOME</b>	<b>222,113</b>	<b>212,596</b>
<b>EXPENSES</b>		
<b>Management Expenses</b>		
Administrative Salaries	43,220	42,491
Legal	20	-
Accounting Fees	2,188	2,188
Travel	534	57
Other Office Expense	7,169	6,962
Payroll Taxes	6,823	6,583
Total Management Expense	59,954	58,281
<b>Utility Expenses</b>		
Water	14,279	13,355
Electricity	5,876	5,315
Fuel	15,980	20,745
Cable TV	11,845	11,000
Sewer	3,005	2,906
Total Utility Expense	50,985	53,321
<b>Maintenance Expenses</b>		
Maintenance Wages	24,180	23,521
Materials and Supplies	5,978	8,707
Contractual Services	14,430	18,835
Maintenance & Shop Equipment Expense	5,689	4,419
Total Maintenance Expense	50,277	55,482
<b>Other Expenses</b>		
Refuse Removal	4,389	3,677
Insurance	23,555	22,205
Pilot or Taxes	10,000	10,000
Total Other Expense	37,944	35,882
<b>Provisions</b>		
Provision for Repairs, Maint. & Replacements	6,464	6,474
Provision for Collection Loss	-	-
Total Provisions	6,464	6,474
<b>TOTAL EXPENSES</b>	<b>205,624</b>	<b>209,440</b>
<b>NET GAIN (LOSS) FOR THE PERIOD</b>	<b>\$ 16,489</b>	<b>3,156</b>



Ashford Youth & Social Services  
Melissa McDonough, Director

**Purpose/Summary of Responsibilities:**

The Department of Youth and Social Services works to meet the needs of all children and low income people and families in order to better individuals' lives.

**Accomplishments for FY 16-17:**

- 80 residents applied for heating assistance
- 40 residents applied for Renters Rebate
- 28 applied for SNAP benefits
- 32 applied for HUSKY Health
- 23 seniors met regarding insurance needs during open enrollment
- \$633.58 was saved through the Town Prescription Card program
- 20 children received diapers monthly through the CT ISHP-Diaper Bank of NECT
- 30 children received back to school supplies including a \$30 Payless Shoe gift card
- over 60 families receive food from the food pantry hosted by Living Proof Church
- 26 families received holiday gifts for children
- A weekly playgroup met on Fridays at Ashford School for children under 5
- Play therapy was provided for select students in grades K-3
- Youth Services ran the WINGS program which grades 1 through 8 participate in
- Youth Services co-sponsored Family Day and The Great Pumpkin Halloween Party
- Youth Services ran a two week summer camp program for approximately 30 campers

**Plans for FY 17-18:**

- Continue to provide services that have been offered in the past
- Increase advertising so more people are aware of help that is available
- Partner with Willington on summer camp to expand the number of weeks available
- Partner with EO Smith, Mansfield Youth Services and Willington Youth Services on creating Juvenile Review Board to meet changes in Truancy laws.

**Staff:**

Melissa McDonough



**PUBLIC SAFETY**

**&**

**TECHNOLOGY**

**Department Volunteer Fire**

**Department**

**Fire Marshal**

**Capital Improvement Program**

**Information Technology**



**Town of Ashford**  
**Department of Public Works**  
Joseph Kalinowski - Supervisor

The Department of Public Works is responsible for the general administration of all town roads, drainage systems and maintenance of Town properties. Its goals are to maintain all Town roads, both improved and unimproved, in a condition consistent with a high regard for public safety and consistent with State statutory requirements.

**2016/2017 Projects Completed:**

- Road Resurfacing and storm drainage improvement
- 2.79 Miles of Bebbington Road
- 2.15 Miles of Perry Hill Road
- 1.73 Miles of Zaicek Road for a total of 6.67 Miles
- Bridge repair Westford Hill Road and repoint head walls
- Rebuild head walls on Kennerson Reservoir Road
- Rebuild catch basins on Tremko Lane
- Repair and grade all dirt roads
- Winter snow/ice removal
- 27 ice/snow events

**2017/2018 Projected projects:**

- Road resurfacing and storm drainage improvement
- .34 Miles of Grant Road
- 1.14 Miles of Lipps Road
- 2.57 Miles of Waterfall Road
- .72 of Lake View Drive. For a total of 4.8 miles.

**Staff:**

Robert Swanek  
David Thibault  
Casey McCue  
Jordan Lamarre  
Robert Nasansky

Safety meetings 2<sup>nd</sup> Wednesday of every month.



# Ashford Fire Department

*Accomplishments, FY17-18*

## **Mission**

To provide fire, rescue and emergency medical protection to the residents of the town of Ashford and to neighboring towns, when needed. .

## **Accomplishments**

- Responded to 219 fire/rescue calls in Ashford, Mansfield, Eastford, Union, Chaplin and Woodstock
- Responded to 358 Emergency Medical Calls in the same communities
- Maintained a response time average of under 13 minutes
- Conducted 400 person-hours of training and recertification
- Maintained a fleet of six vehicles and two stations
- Support Family Fun Day, Halloween and other annual events

## **Plans for FY18-19**

- In addition to last year's accomplishments:
- Upgrade radio system, including participation in regional streamlining of communications
- Review specifications for new apparatus to replace 1991 engine
- Complete overhaul of service truck (S-120)

## **Key Staff**

### *Corporate Officers*

Charles Sweetland - President  
Thomas Borgman - Vice President  
Heather Graveline - Secretary  
Wayne Fletcher - Treasurer  
Brian Damble - Member-At-Large

### *Command Officers*

Wayne C. Fletcher - Chief  
Thomas Borgman - Deputy Chief  
David Thibault - Assistant Chief, Fire  
Charles Sweetland - Assistant Chief, EMS

## **Meeting Schedule**

Line Officers Meeting - First Tuesday of each month at 19:30  
Corporate - Second Tuesday of each month at 18:30  
Board of Directors - Quarterly (preceding the Corporate Meeting) 19:30  
Drill/Training - 3rd and 4th Tuesdays at 19:30

All meetings conducted at Ashford Station 20, 46 Westford Road

The duties of the Fire Marshal are to ensure compliance with State Fire Safety Code and Regulation of State of Connecticut.

### **Duties to Include**

- : Investigation of fires that damage or destroy property in my jurisdiction.
- : Review plans for new and alterations of existing buildings covered by State Fire Code.
- : Underground Tanks and dispensing equipment for oil and grease, Propane Tanks and related equipment.
- : Issue Blasting and Fire Works permits, Safety Inspections for large gatherings.
- : Fire Permits for fires not covered by Burning Office working with Local State Fire Personal, Etc.

The Fire Marshal is required to do 90 Hours of training every 3 years to maintain certification.

**Ashford Volunteer Fire Department  
Fire Marshal Annual Report FY 2016-17**

**Submitted by Richard Whitehouse, Fire Marshal**

The duties of the Fire Marshal are to ensure compliance with CT fire safety code and regulation of State of Connecticut.

**Duties to include:**

- Investigation of fires that damage or destroy property in my jurisdiction
- Review plans for new and alterations of existing buildings covered by State Fire Code
- Underground tanks and dispensing equipment for oil and grease, propane tanks and related equipment
- Issue blasting, and fireworks permits, safety inspections for large gatherings
- Fire permits for fires not covered by burning office working with local state fire personal, Etc.

The Fire Marshal is required to do 90 hours of training every 3 years to maintain certification.



## **Town of Ashford**

### **Capital Improvement Committee**

**Annual Report FY 2016-17**

**Submitted Michael Zambo, 1<sup>st</sup> Selectman-Chair**

The Capital Improvement Committee is an advisory committee appointed by the Board of Selectman charged with developing a list of all capital projects requested for each fiscal year and to present recommendations on these projects to both the Board of Selectmen and Board of Finance. The committee is also charged with developing a five-year projected capital project list.

Accomplishment (recommendation totals):

- Public Works-\$359,568
- Revaluation-\$15,000
- Fire Department-\$119,437
- Ashford School-\$114,000
- Town Projects-\$78,127

Members: Michael Zambo-Chairman, John Lippert, Wayne Fletcher, Joseph Kalinowski, Chuck Funk, Jim Rupert.

Meeting Schedule: as required



**Ashford Internet Technology Department**  
Cheryl A. Baker, Webmaster

**Summary of Responsibilities:**

The Ashford IT Department is responsible for the Town Office building internet connectivity, telephone system, cell phones, and server and network management. This includes internet/cellular equipment specific to Ashford Emergency Management. We are also responsible for Town of Ashford website management, website role management, and Webmaster email responses.

We work in close contact with the appropriate vendors and all departments to resolve any issues to provide a safe and efficient electronic working environment. We are constantly reassessing and evolving to mitigate cyber security vulnerability.

**Accomplishments for FY 2016-2017:**

- Created RFP for new phone system for the Town Office Building and Knowlton Memorial Hall (including Babcock Library)
- Monitored phone system upgrade, working with vendor to coordinate with town departments/library personnel
- Installed new server in conjunction with phone system installation

**Plans for FY 2017-2018:**

- Reassess website and migrate to a more functional site
- Create internet user policies
- Continue to improve cyber security with updates and new safety options

**Staff:**

Cheryl A. Baker



**EDUCATIONAL SERVICES**  
**Ashford Board of Education**  
**Ashford Superintendent of Schools**

## Annual Report To The Town Of Ashford

2016-2017

### Ashford Board of Education and Superintendent's Annual Report

**James P. Longo, Ed.D. Superintendent**

To meet and exceed its responsibility to the citizens of Ashford, the Ashford School administration, faculty, and staff have continued to work diligently to provide every student with an optimal educational experience. Ashford School is a "student-centered school", and as such, all decisions made are based upon the best interests of our students. The following report includes some of the major initiatives that we have implemented and our continued plans to improve our school and provide our students with an exemplary educational experience.

**The mission and vision statements of Ashford School and the Ashford Board of Education are reviewed annually. The current mission statements are:**

#### Ashford School Mission Statement

To achieve our mission we utilize a STEAM (Science, Technology, Engineering, Arts and Mathematics) approach. STEAM is how we empower students to use all of their learning to think about the world, solve problems and show what they know. Ashford School values a core set of learning and life skills that we refer to as Habits of Mind. These are the skills that help to prepare students for success and for solving problems in their careers and daily lives, both at home and at school.

#### Ashford Board of Education Mission and Vision Statement

To present a school district that supports ALL students in achieving their highest educational and personal potential as productive citizens of the diverse, multicultural, and global 21st century community in which they live.

#### Major Accomplishments for FY 2016-2017

- As a student-centered school, the school schedule was revised to accommodate more choices and electives for students.
- The faculty of Ashford School has transitioned from traditional school curriculum of the past to the new Common Core State Standards based curriculum as mandated by the Connecticut State Department of Education (CSDE).
- The most significant change in curriculum and instruction at Ashford School has been the implementation to a STEAM (Science, Technology, Engineering, Arts, Mathematics) based curriculum/instruction model. This means that the instructional program, and the core of all lesson development throughout the school, is created with a focus on science, technology, engineering, arts, and mathematics integration. It is an essential philosophic and foundational component of our school-wide approach to instruction that we present integrated, multi-disciplinary lessons that are reflective of the need for the citizens and problem-solvers of the future to think holistically. This approach provides that our graduates have the capacity to fully and naturally integrate science, technology, engineering, arts, and mathematics into their problem-solving and daily thinking.

- In addition to our STEAM based curriculum, we have introduced Project-Based Learning as a key instructional technique. This integrates real-life applications to subject content and allows students increase opportunities to be creative and utilize hands-on activities.
- Robotics and the After School Program. These special programs separate Ashford School from many others in the region. Our students enjoy a full menu of programs that enrich and expand upon their educational experience.
- In response to the performance of our students on the state's standardized testing, we have begun a systematic professional development and instructional coaching program to improve writing performance.
- We have prepared our facility, purchased the necessary technology, modified our curriculum and readied our students for the next generation of standardized testing, "Smarter-Balanced Assessments."
- In the 2013-2014 school year, the Superintendent reduced his position from full-time position to a half-time position. By doing so, it facilitated the addition of a full time assistant principal. This addition has allowed more direct focus on curriculum development and revision, improvement in response to student behavior matters, and sharing with other administrators the requirements of an intensive and mandated teacher evaluation process imposed by the department of education.
- The PBIS, or Positive Behavior Supports program has been revisited and improved. The Assistant Principal and the PBIS committee have implemented a "Pawsitive" referral program that gives notice to parents of the child's good, helpful or kind behavior toward others while at school.
- We have implemented major crisis intervention training through the Crisis Prevention Institute (CPI). All certified and non-certified staff received training in crisis prevention and de-escalation techniques. This training has already made a noticeable impact, decreasing the number of crisis situations that disrupt instruction or interfere with learning. Staff will maintain this certification via regular training intervals that are facilitated by faculty members who have obtained CPI training certification.
- Differentiated instruction, common core curriculum, STEAM and project-based models of planning and teaching, school safety and security, data-driven instruction, integrated and multi-disciplinary teaching, and the concept of a student-centered philosophy, along with monthly faculty meetings made up Ashford School's professional development plans for 2016-2017.
- The Ashford School website was changed in 2015 with a more informative and user-friendly site. We will continue to review, revise and monitor content and structure until we have achieved the desired presentation format.
- Home-School communications increased through expanded use of K-12 Alerts electronic communications, more flyers were sent home, and more articles appeared in the local news media. Changes to the Ashford Board of Education meeting schedule were made to accommodate more public input and community involvement. The Board has had more public participation and it welcomes and appreciates hearing from members of the community. This change in the level of communication has had the desired impact and there has been a noticeable increase in public involvement in planning and school activities.
- We have made many significant changes to the operation of and to the facility itself to support a safer and more secure environment for our school community.

#### Plans for FY 2017-2018

- Assist every student to achieve an optimal educational experience through the use of data driven instruction that targets a student's individual needs, strengths and weaknesses.

- Attract, support, and retain motivated, qualified faculty and staff through top quality curriculum and inclusive administrative leadership.
- Sustain the districts drive to improve student safety and security through improvement to the facility and staff training.
- Improve the effectiveness of the Board of Education
- Continue to monitor student progress to ensure growth by adding data team time to faculty schedules
- Address student performance on standardized testing through teacher training and instructional improvements targeting areas of deficiency
- Expand utilization of student data to guide individualized and differentiated instruction
- Continue to update school wide curriculum to fully implement our STEAM initiative (a Science, Technology, Engineering, Arts and Mathematics based curriculum)
- Review, evaluate, and improve our school schedule to better serve our students
- Build time into the school schedule for faculty to analyze student performance data to better inform instruction
- Continue our professional development program to prepare all staff to better serve our students both academically and in safety and security protocols
- Continue professional development and instructional coaching program to improve writing performance.
- Continue facility, safety and security improvements
- Improved communications with the community by publishing articles the Ashford Citizen and in the media.
- Continue to monitor and keep the school and district website up to date
- Increase opportunities for public involvement in planning and decision making through our annual Board of Education retreat
- Study and develop effective strategies for responding to declining enrollment
- Continue to refine a fiscally responsible budgeting process

District and School Staff

<i>Administration</i>	<i>Faculty</i>		
Dr. James P. Longo	Robert Ackerson	Paul Hills	Briana Ross
Cynthia Ford	Karin Anderson	Kristina Hopkins	Valerie Stickles
Troy Hopkins	Rebecca Aubrey	Barbara Horn	Elissa Turcotte
Garrett Dukette	Donna Backhaus	Jason Horn	Allison Welz
Lisa Dyer	Polly Borysevicz	Carly Imhoff	Jennifer Wood
<i>Support Staff</i>	Danielle Boulanger	Michelle Klock	Michael Young
Jennifer Barsaleau	Gina Burnham	Kathleen Knecht	Jennifer Zotti
Pam King	Christopher Busse	Kelly Knotts	<i>Health Room</i>
Catherine Klessner	Stephen Caldwell	Hillary Lemos	Martha Sibley-Jett
Darcy Morgan	Darcy Compton	Jennifer Lindsay	<i>Information Technology</i>
Marialalaine San Diego	Maureen Connolly	Jadey Longo	Scott Waddell
Suzanne Schillinger	Deb Courtright	Ginger Lusa	<i>Maintenance</i>
<i>Cafeteria</i>	Kathryn Craven	Samantha Makuch	Myrna Bassett
Tracey Campbell	Susan Cunningham	Dory Manfre	Michael Mellady
Andrea Garrison	Shawn Dimmock	Christine Marinelli	Michael Piantanida
Kim Johnston	Sara Dingler	Christopher Moore	Ryan Rupert
Karen Samperi	Amy Dotson	Stephanie Noheimer	Wayne Squier
	Kellie Gauvin	Krysta Parisen	
	Brendan Gillotti	Julia Rhubin	

<i>Paraprofessionals</i>		<i>Transportation</i>	<i>Contracted Services</i>
Deborah Atkinson	S. Gail Ignatowicz	Joan Celotti	Michele Fesenmeyer
Tabitha Bogue	Lina Janosi	Thomas Dell	Melissa McDonough
Mychelle Bora	Christine Knowlton	Jeffrey Ference	Stacie Simko
Marilyn Brozyna	Susan Kozey	Karen Holmes	Amy Vasington
Jillian Bungarner	Kristina Lyons	Seth Lyman	
Jill Cannon	Beata Metsack	Kathleen Metsack	
Mandi Courtois	Samantha Meduna	Colleen Mortenson	
Patricia Donahue	Donna Molnar	Christina Siggins	
Lynn Fontaine	Bonnie Ognan		
Nancy Freeman	Hannah Reilly		
Beth Galvin	Jackie Renaud		
Eileen Geriak	Virginia Reviczky		
Lori Goodale			

FY 2017-2018 Ashford Board of Education

The Ashford Board of Education has seven elected members. The members seated following the 2017 municipal elections are:

John E. Lippert, Chair	Marian K. Matthews, Vice-Chair
Kay M. Warren, Secretary	John B. Calarese
Lisa McAdam-Donagan	Shannon L. Gamache
Jane M. Urban	

Ashford Board of Education meetings are held on the first and third Thursday of each month during the academic year. One meeting per month is scheduled for the months of July and August.

The Board welcomes and encourages the public's participation and attendance at all meetings.



# TAX COLLECTOR'S REPORT

1st Year	Beginning Balance	NV Supp	Adds	Deducts	Operation of:	Adj Taxes Coll	Collected	Transfers	Refunds	Suspense	
015	\$ 9,618,550.95	\$ 136,021.46	\$ 23,376.20	\$ (35,376.70)		\$ 9,742,571.91	\$ 9,551,953.30	\$ 8.24	\$ 8,923.91	\$ 30,199.42	\$ 169,351.34
014	\$ 180,064.18	\$ -	\$ 805.98	\$ (1,501.65)		\$ 179,368.51	\$ 72,856.20	\$ 8.24	\$ 187.18	\$ 32,772.52	\$ 73,918.73
013	\$ 90,266.08	\$ -	\$ 243.77	\$ (959.34)		\$ 89,550.51	\$ 26,023.67	\$ -	\$ -	\$ 31,264.97	\$ 32,251.87
012	\$ 49,140.16	\$ -	\$ 22.28	\$ -		\$ 49,162.44	\$ 4,419.98	\$ -	\$ -	\$ 29,529.54	\$ 15,212.92
011	\$ 43,154.16	\$ -	\$ -	\$ -		\$ 43,154.16	\$ 344.66	\$ -	\$ -	\$ 28,969.74	\$ 13,839.76
010	\$ 38,370.29	\$ -	\$ -	\$ -		\$ 38,370.29	\$ 36.35	\$ -	\$ -	\$ 27,648.00	\$ 10,685.94
009	\$ 38,593.52	\$ -	\$ -	\$ -		\$ 38,593.52	\$ 608.49	\$ 0.00	\$ -	\$ 29,037.32	\$ 8,947.71
008	\$ 36,665.92	\$ -	\$ -	\$ -		\$ 36,665.92	\$ 71.83	\$ -	\$ -	\$ 27,914.96	\$ 8,679.13
007	\$ 36,284.66	\$ -	\$ -	\$ -		\$ 36,284.66	\$ 589.62	\$ -	\$ -	\$ 26,866.10	\$ 8,828.94
006	\$ 34,207.73	\$ -	\$ -	\$ -		\$ 34,207.73	\$ 806.45	\$ -	\$ -	\$ 22,808.23	\$ 10,593.05
005	\$ 33,462.22	\$ -	\$ -	\$ -		\$ 33,462.22	\$ 119.46	\$ -	\$ -	\$ 22,514.93	\$ 10,827.83
004	\$ 30,665.96	\$ -	\$ -	\$ -		\$ 30,665.96	\$ -	\$ -	\$ -	\$ 21,124.60	\$ 9,541.36
003	\$ 32,120.32	\$ -	\$ -	\$ -		\$ 32,120.32	\$ -	\$ -	\$ -	\$ 20,723.52	\$ 11,396.80
002	\$ 37,872.57	\$ -	\$ -	\$ -		\$ 37,872.57	\$ -	\$ -	\$ -	\$ 27,804.98	\$ 10,067.59
001	\$ 12,453.61	\$ -	\$ -	\$ -		\$ 12,453.61	\$ -	\$ -	\$ -	\$ -	\$ 12,453.61
000	\$ 666.00	\$ -	\$ -	\$ -		\$ 666.00	\$ -	\$ -	\$ -	\$ -	\$ 666.00
TOTALS	\$ 10,312,538.33	\$ 136,021.46	\$ 24,448.23	\$ (37,837.69)		\$ 10,435,170.33	\$ 9,657,830.01	\$ 8.24	\$ 9,111.09	\$ 379,178.83	\$ 407,272.58
						\$ 10,435,170.33					





**INDEPENDENT AUDITOR'S REPORT  
MANAGEMENT'S DISCUSSION & ANALYSIS  
STATEMENT OF REVENUES EXPENDITURES  
SCHEDULE OF REVENUES  
JUSTICES OF THE PEACE  
NOTARIES PUBLIC**

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE  
FOR EACH MAJOR PROGRAM, ON INTERNAL CONTROL OVER COMPLIANCE  
REQUIRED BY THE CONNECTICUT STATE SINGLE AUDIT ACT,  
AND ON THE SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE**

To the Board of Finance  
Town of Ashford, Connecticut

**Report on Compliance for Each Major Program**

We have audited the Town of Ashford, Connecticut's (the "Town") compliance with the types of compliance requirements described in the State of Connecticut, Office of Policy and Management's *Compliance Supplement to the State Single Audit Act* that could have a direct and material effect on each of the Town's major state programs for the year ended June 30, 2017. The Town's major state programs are identified in the summary of auditor's results section of the accompanying schedule of state findings and questioned costs.

*Management's Responsibility*

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its state programs.

*Auditor's Responsibility*

Our responsibility is to express an opinion on compliance for each of the Town's major state programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the State Single Audit Act (C.G.S. Sections 4-230 to 4-236). Those standards and the State Single Audit Act require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major state program occurred. An audit includes examining, on a test basis, evidence about the Town's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major state program. However, our audit does not provide a legal determination of the Town's compliance.

*Opinion on Each Major State Program*

In our opinion, the Town complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major state programs for the year ended June 30, 2017.

## Report on Internal Control Over Compliance

Management of the Town is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Town's internal control over compliance with the types of requirements that could have a direct and material effect on each major state program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major state program and to test and report on internal control over compliance in accordance with the State Single Audit Act, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a state program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a state program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a state program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### Purpose of this Report

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the State Single Audit Act. Accordingly, this report is not suitable for any other purpose.

### Report on Schedule of Expenditures of State Financial Assistance

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town, as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements. We issued our report thereon, dated December 1, 2017, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of state financial assistance is presented for purposes of additional analysis as required by the Connecticut State Single Audit Act and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of state financial assistance is fairly stated in all material respects in relation to the basic financial statements as a whole.



Glastonbury, Connecticut  
December 1, 2017

**TOWN OF ASHFORD, CONNECTICUT**  
**SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE**  
**FOR THE YEAR ENDED JUNE 30, 2017**

State Grantor; Pass-Through Grantor; Program Title	State Grant Program Core - CT Number	Expenditures
<b>NONEXEMPT PROGRAMS</b>		
<b>DEPARTMENT OF EDUCATION</b>		
<b>Direct:</b>		
Primary Mental Health Grant	11000-SDE64370-12198	\$ 19,650
Youth Service Bureau Grant	11000-SDE64370-17052	14,000
Healthy Foods Initiative Grant	11000-SDE64370-16212	3,429
School Breakfast - State Match	11000-SDE64370-17046	2,879
Youth Service Bureau Enhancement Grant	11000-SDE64370-16201	3,300
Child Nutrition Program - School Lunch State Match	11000-SDE64370-16211	1,691
<b>Total Department of Education</b>		<u>44,949</u>
<b>OFFICE OF POLICY AND MANAGEMENT</b>		
<b>Direct:</b>		
Property Tax Relief for Elderly and Totally Disabled Homeowners	11000-OPM20600-17018	20,238
Municipal Grants-In-Aid	12052-OPM20600-43587	3,582
Property Tax Relief for Veterans	11000-OPM20600-17024	1,770
Property Tax Relief on Property of Totally Disabled Persons	11000-OPM20600-17011	981
Payment In Lieu Of Taxes (Pilot) On State-Owned Property	11000-OPM20600-17004	44
<b>Total Office of Policy and Management</b>		<u>26,615</u>
<b>DEPARTMENT OF TRANSPORTATION</b>		
<b>Direct:</b>		
Town Aid Road Grant	12052-DOT57131-43455	<u>291,997</u>
<b>CONNECTICUT STATE LIBRARY</b>		
<b>Direct:</b>		
Historic Document Preservation	12060-CSL66094-35150	3,117
Connecticard Payments	11000-CSL66051-17010	82
<b>Total Connecticut State Library</b>		<u>3,199</u>
<b>CONNECTICUT OFFICE OF EARLY CHILDHOOD</b>		
<b>Direct:</b>		
School Readiness Quality Enhancement	11000-OEC64845-17097	3,881
School Readiness in Competitive Grant Municipalities	11000-OEC64845-16274	113,400
<b>Total Connecticut Office of Early Childhood</b>		<u>117,281</u>
<b>Total State Financial Assistance Before Exempt Programs</b>		<u>484,041</u>

*The accompanying note is an integral part of this schedule.*

**TOWN OF ASHFORD, CONNECTICUT**  
**SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE (Continued)**  
**FOR THE YEAR ENDED JUNE 30, 2017**

<u>State Grantor; Pass-Through Grantor; Program Title</u>	<u>State Grant Program Core - CT Number</u>	<u>Expenditures</u>
<b>EXEMPT PROGRAMS</b>		
<b>DEPARTMENT OF EDUCATION</b>		
<b>Direct:</b>		
Education Cost Sharing	11000-SDE64370-17041	\$ 3,857,261
<b>OFFICE OF POLICY AND MANAGEMENT</b>		
<b>Direct:</b>		
Mashantucket Pequot and Mohegan Fund Grant	12009-OPM20600-17005	23,966
Municipal Revenue Sharing	12002-OPM20600-17102	87,248
<b>Total Office of Policy and Management</b>		<u>111,214</u>
<b>Total Exempt Programs</b>		<u>3,968,475</u>
<b>TOTAL STATE FINANCIAL ASSISTANCE</b>		<u>\$ 4,452,516</u>

*The accompanying note is an integral part of this schedule.*

**TOWN OF ASHFORD, CONNECTICUT**  
**NOTE TO SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE**  
**FOR THE YEAR ENDED JUNE 30, 2017**

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Various departments and agencies of the State of Connecticut have provided financial assistance to the Town of Ashford, Connecticut (the "Town") through grants and other authorizations in accordance with the General Statutes of the State of Connecticut. These financial assistance programs fund several programs of the Town.

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of the Town conform to accounting principles generally accepted in the United States of America as applicable to governmental organizations. The following is a summary of the more significant policies relating to the aforementioned grant programs.

**BASIS OF ACCOUNTING**

The accompanying schedule of expenditures of state financial assistance has been prepared on the accrual basis consistent with the preparation of the basic financial statements. Information included in the schedule of expenditures of state financial assistance is presented in accordance with regulations established by the State of Connecticut, Office of Policy and Management.

For cost reimbursement awards, revenues are recognized to the extent of expenditures. Expenditures have been recognized to the extent the related obligation was incurred within the applicable grant period and liquidated within 90 days after the end of the grant period.

For performance based awards, revenues are recognized to the extent of performance achieved during the grant period.

The schedule of expenditures of state financial assistance contained in this report is prepared based on regulations established by the State of Connecticut Office of Policy and Management. In accordance with these regulations (Section 4-236-22), certain financial assistance is not dependent on expenditure activity or the achievement of performance goals and, accordingly, is considered expended in the fiscal year of receipt. These financial assistance program receipts are reflected in the expenditures column of the schedule of expenditures of state financial assistance.

**TOWN OF ASHFORD, CONNECTICUT  
SCHEDULE OF STATE FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2017**

**I. SUMMARY OF AUDITOR'S RESULTS**

**FINANCIAL STATEMENTS**

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

Material weakness(es) identified? \_\_\_\_\_ Yes    ✓    No

Significant deficiency(ies) identified? \_\_\_\_\_ Yes    ✓    None Reported

Noncompliance material to financial statements noted? \_\_\_\_\_ Yes    ✓    No

**STATE FINANCIAL ASSISTANCE**

Internal control over major programs:

Material weakness(es) identified? \_\_\_\_\_ Yes    ✓    No

Significant deficiency(ies) identified? \_\_\_\_\_ Yes    ✓    None Reported

Type of auditor's report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with Section 4-236-24 of the Regulations to the State Single Audit Act? \_\_\_\_\_ Yes    ✓    No

The following schedule reflects the major programs included in the audit:

State Grantor/Program	State Grant Program Core-CT Number	Expenditures
<b>Department of Transportation</b>		
Town Aid Road Grant	12052-DOT57131-43455	\$ 291,997
<b>Connecticut Office of Early Childhood</b>		
School Readiness in Competitive Grant Municipalities	11000-OEC64845-16274	113,400

Dollar threshold used to distinguish between Type A and Type B programs: \$100,000

**II. FINANCIAL STATEMENT FINDINGS**

No findings reported.

**III. STATE FINANCIAL ASSISTANCE FINDINGS AND QUESTIONED COSTS**

No findings reported.

**SUMMARY SCHEDULE OF THE STATUS OF PRIOR AUDIT FINDINGS**

No findings were reported.

TOWN OF ASHFORD, CONNECTICUT  
SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES - BUDGET AND ACTUAL -  
BUDGETARY BASIS - GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2017

	Budgeted Amounts		Actual	Variance With Final Budget Over (Under)
	Original	Final		
<b>PROPERTY TAXES</b>				
Current year tax collections	\$ 9,446,043	\$ 9,446,043	\$ 9,431,655	\$ (14,388)
Prior year tax collections	7,900	7,900	105,690	97,790
Tax interest and liens	42,000	42,000	68,417	26,417
Motor vehicle supplement	63,000	63,000	111,375	48,375
Miscellaneous	150	150	236	86
<b>TOTAL PROPERTY TAXES</b>	<b>9,559,093</b>	<b>9,559,093</b>	<b>9,717,373</b>	<b>158,280</b>
<b>INTERGOVERNMENTAL REVENUES</b>				
Education cost sharing assistance	3,921,094	3,921,094	3,857,261	(63,833)
Town aid road grant	146,054	146,054	145,944	(110)
Transportation	32,911	32,911	-	(32,911)
Mohegan-Pequot grant	24,029	24,029	23,966	(63)
Tax relief for the elderly	18,000	18,000	20,238	2,238
Payment in lieu of taxes - AHA	10,000	10,000	10,000	-
Payment in lieu of taxes	44	44	44	-
Tax relief for veteran exemptions	1,500	1,500	1,770	270
Tax relief for disability exemptions	1,100	1,100	981	(119)
Aircraft reimbursement	91	91	-	(91)
Miscellaneous grants	134,412	134,412	95,704	(38,708)
<b>TOTAL INTERGOVERNMENTAL REVENUES</b>	<b>4,289,235</b>	<b>4,289,235</b>	<b>4,155,908</b>	<b>(133,327)</b>
<b>CHARGES FOR SERVICES</b>				
Building licenses and permits	40,000	40,000	109,764	69,764
Conveyance tax	20,000	20,000	40,638	20,638
Recording fees	18,000	18,000	20,102	2,102
Newsletters	6,800	6,800	7,840	1,040
Open space recapture tax	500	500	9,572	9,072
BOE - bus garage usage	6,000	6,000	6,000	-
Copies of records	4,000	4,000	4,855	855
Miscellaneous	2,000	2,000	5,104	3,104
Zoning permits	1,000	1,000	2,592	1,592
Senior center program revenue	1,500	1,500	1,694	194
Dog licenses	500	500	599	99
Wetlands permits	500	500	955	455
Recycling and transfer station	500	500	5,798	5,298
Hunting and fishing licenses	100	100	89	(11)
Marriage licenses	100	100	209	109
<b>TOTAL CHARGES FOR SERVICES</b>	<b>101,500</b>	<b>101,500</b>	<b>215,811</b>	<b>114,311</b>
<b>INVESTMENT INCOME</b>				
	12,800	12,800	15,439	2,639
<b>OTHER REVENUES</b>				
Miscellaneous	14,000	14,000	10,814	(3,186)
Telephone access line	8,985	8,985	8,845	(140)
Level 3 Communications, LLC	1,776	1,776	2,064	288
<b>TOTAL OTHER REVENUES</b>	<b>24,761</b>	<b>24,761</b>	<b>21,723</b>	<b>(3,038)</b>
<b>TOTAL REVENUES</b>	<b>13,987,389</b>	<b>13,987,389</b>	<b>14,126,254</b>	<b>138,865</b>
<b>OTHER FINANCING SOURCES</b>				
Appropriation of fund balance	-	92,697	-	(92,697)
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>-</b>	<b>92,697</b>	<b>-</b>	<b>(92,697)</b>
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	<b>\$ 13,987,389</b>	<b>\$ 14,080,086</b>	<b>\$ 14,126,254</b>	<b>\$ 46,168</b>

*See accompanying Independent Auditor's Report.*

TOWN OF ASHFORD, CONNECTICUT  
SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES - BUDGET AND ACTUAL -  
BUDGETARY BASIS - GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2017

	Budgeted Amounts		Actual	Variance With Final Budget Over (Under)
	Original	Final		
<b>GENERAL GOVERNMENT</b>				
<b>Board of Selectmen:</b>				
Salaries and wages	\$ 143,566	\$ 143,566	\$ 117,610	\$ (25,956)
Purchased services	16,950	16,950	26,340	9,390
Supplies and materials	901	901	376	(525)
Other	660	660	399	(261)
<b>Total Board of Selectmen</b>	<b>162,077</b>	<b>162,077</b>	<b>144,725</b>	<b>(17,352)</b>
<b>Town Council:</b>				
Professional and tech services	47,500	30,845	21,900	(8,945)
Data Processing and Contracted Services	29,152	29,152	29,152	-
<b>Knowlton Hall Operations and Maintenance:</b>				
Property services	14,790	14,790	12,056	(2,734)
Purchased services	4,350	4,350	5,417	1,067
Supplies and materials	10,250	10,250	6,427	(3,823)
<b>Total Knowlton Hall Operations and Maintenance</b>	<b>29,390</b>	<b>29,390</b>	<b>23,900</b>	<b>(5,490)</b>
<b>Town Hall Operations and Maintenance:</b>				
Property services	22,500	22,500	21,399	(1,101)
Purchased services	23,000	23,000	17,499	(5,501)
Supplies and materials	10,000	10,000	7,066	(2,934)
<b>Total Town Hall Operations and Maintenance</b>	<b>55,500</b>	<b>55,500</b>	<b>45,964</b>	<b>(9,536)</b>
<b>Town Property Operations and Maintenance:</b>				
Salaries and wages	8,000	8,000	6,304	(1,696)
Property services	12,325	12,325	12,636	311
Purchased services	2,000	2,000	932	(1,068)
Supplies and materials	1,500	1,500	1,021	(479)
<b>Total Town Property Operations and Maintenance</b>	<b>23,825</b>	<b>23,825</b>	<b>20,893</b>	<b>(2,932)</b>
<b>Earl Smith Senior Center:</b>				
Salaries and wages	21,932	21,932	21,469	(463)
Property services	9,700	9,700	6,308	(3,392)
Purchased services	7,795	7,795	7,608	(187)
Supplies and materials	14,300	14,300	13,718	(582)
Equipment	560	560	82	(478)
<b>Total Earl Smith Senior Center</b>	<b>54,287</b>	<b>54,287</b>	<b>49,185</b>	<b>(5,102)</b>
<b>Board of Finance:</b>				
Salaries and wages	1,330	1,330	1,120	(210)
Professional and tech services	25,010	25,010	19,950	(5,060)
Purchased services	1,350	1,350	-	(1,350)
Supplies and materials	375	375	83	(292)
<b>Total Board of Finance</b>	<b>28,065</b>	<b>28,065</b>	<b>21,153</b>	<b>(6,912)</b>

See accompanying Independent Auditor's Report.

TOWN OF ASHFORD, CONNECTICUT  
 SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES -  
 BUDGET AND ACTUAL - BUDGETARY BASIS GENERAL FUND (Continued)  
 FOR THE YEAR ENDED JUNE 30, 2017

	Budgeted Amounts		Actual	Variance With Final Budget Over (Under)
	Original	Final		
<b>GENERAL GOVERNMENT (Continued)</b>				
Assessors Office:				
Salaries and wages	\$ 52,969	\$ 52,969	\$ 52,678	\$ (291)
Purchased services	13,665	13,665	12,409	(1,256)
Supplies and materials	2,067	2,067	1,921	(146)
Total Assessors Office	<u>68,701</u>	<u>68,701</u>	<u>67,008</u>	<u>(1,693)</u>
Board of Assessment Appeals:				
Salaries and wages	800	800	800	-
Purchased services	350	350	136	(214)
Total Board of Assessment Appeals	<u>1,150</u>	<u>1,150</u>	<u>936</u>	<u>(214)</u>
Tax Collector:				
Salaries and wages	54,909	54,909	53,584	(1,325)
Property services	415	415	-	(415)
Purchased services	8,715	8,715	7,773	(942)
Supplies and materials	4,950	4,950	3,666	(1,284)
Other	300	300	250	(50)
Total Tax Collector	<u>69,289</u>	<u>69,289</u>	<u>65,273</u>	<u>(4,016)</u>
Finance Department:				
Salaries and wages	92,408	92,408	93,572	1,164
Professional and tech services	13,630	13,630	10,200	(3,430)
Purchased services	7,250	7,250	6,067	(1,183)
Supplies and materials	3,100	3,100	3,592	492
Total Finance Department	<u>116,388</u>	<u>116,388</u>	<u>113,431</u>	<u>(2,957)</u>
Town Clerk:				
Salaries and wages	91,864	91,864	91,864	-
Property services	2,972	2,972	2,472	(500)
Purchased services	27,581	27,581	24,151	(3,430)
Supplies and materials	2,325	2,325	2,480	155
Total Town Clerk	<u>124,742</u>	<u>124,742</u>	<u>120,967</u>	<u>(3,775)</u>
Town Election Expense:				
Salaries and wages	24,479	24,479	20,275	(4,204)
Professional and tech services	2,925	2,925	1,072	(1,853)
Purchased services	4,070	4,070	1,490	(2,580)
Supplies and materials	5,627	5,627	4,868	(759)
Total Town Election Expense	<u>37,101</u>	<u>37,101</u>	<u>27,705</u>	<u>(9,396)</u>
TOTAL GENERAL GOVERNMENT	<u>847,167</u>	<u>830,512</u>	<u>752,192</u>	<u>(78,320)</u>

See accompanying Independent Auditor's Report.

TOWN OF ASHFORD, CONNECTICUT  
SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES -  
BUDGET AND ACTUAL - BUDGETARY BASIS - GENERAL FUND (Continued)  
FOR THE YEAR ENDED JUNE 30, 2017

	Budgeted Amounts		Actual	Variance With Final Budget Over (Under)
	Original	Final		
<b>PUBLIC SAFETY</b>				
Salaries and wages	\$ 14,050	\$ 14,050	\$ 14,050	\$ -
Professional and tech services	200	200	-	(200)
Property services	2,075	2,075	2,685	610
Purchased services	11,160	11,160	8,754	(2,406)
Supplies and materials	100	100	-	(100)
Equipment	20	20	-	(20)
<b>TOTAL PUBLIC SAFETY</b>	<b>27,605</b>	<b>27,605</b>	<b>25,489</b>	<b>(2,116)</b>
<b>PUBLIC WORKS</b>				
Public Works Administration:				
Salaries and wages	365,451	365,451	362,184	(3,267)
Purchased services	1,400	1,400	300	(1,100)
Supplies and materials	3,000	3,000	2,650	(350)
<b>Total Public Works Administration</b>	<b>369,851</b>	<b>369,851</b>	<b>365,134</b>	<b>(4,717)</b>
Roads and Bridges:				
Property services	11,500	11,500	6,636	(4,864)
Supplies and materials	139,500	139,500	151,504	12,004
<b>Total Roads and Bridges</b>	<b>151,000</b>	<b>151,000</b>	<b>158,140</b>	<b>7,140</b>
Building, Maintenance and Repair:				
Property services	11,100	11,100	13,616	2,516
Purchased services	4,500	4,500	3,667	(833)
Supplies and materials	10,000	10,000	8,450	(1,550)
<b>Total Building, Maintenance and Repair</b>	<b>25,600</b>	<b>25,600</b>	<b>25,733</b>	<b>133</b>
Maintenance of Equipment:				
Property services	10,500	10,500	3,906	(6,594)
Supplies and materials	74,500	74,500	78,425	3,925
<b>Total Maintenance of Equipment</b>	<b>85,000</b>	<b>85,000</b>	<b>82,331</b>	<b>(2,669)</b>
Recycling Center:				
Salaries and wages	57,113	60,113	59,658	(455)
Professional and tech services	1,500	1,500	3,250	1,750
Property services	158,944	167,644	166,923	(721)
Purchased services	650	650	445	(205)
Supplies and materials	2,000	2,000	1,486	(514)
Other	850	850	800	(50)
<b>Total Recycling Center</b>	<b>221,057</b>	<b>232,757</b>	<b>232,562</b>	<b>(195)</b>
<b>TOTAL PUBLIC WORKS</b>	<b>852,508</b>	<b>864,208</b>	<b>863,900</b>	<b>(308)</b>
<b>HEALTH &amp; WELFARE</b>				
Ashford Historical Society	1,000	1,000	-	(1,000)
Agent for the Elderly	1,485	5,935	5,915	(20)
Commission on Aging	700	700	687	(13)
Contributions to Other Agencies	54,764	54,764	54,729	(35)
<b>TOTAL HEALTH &amp; WELFARE</b>	<b>57,949</b>	<b>62,399</b>	<b>61,331</b>	<b>(1,068)</b>

See accompanying Independent Auditor's Report.

TOWN OF ASHFORD, CONNECTICUT  
SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES -  
BUDGET AND ACTUAL - BUDGETARY BASIS - GENERAL FUND (Continued)  
FOR THE YEAR ENDED JUNE 30, 2017

	Budgeted Amounts		Actual	Variance With Final Budget Over (Under)
	Original	Final		
<b>PLANNING AND DEVELOPMENT</b>				
Planning and Zoning:				
Salaries and wages	\$ 20,542	\$ 20,542	\$ 20,457	\$ (85)
Professional and tech services	2,000	2,000	780	(1,220)
Purchased services	400	400	110	(290)
Supplies and materials	2,350	2,350	1,401	(949)
Total Planning and Zoning	<u>25,292</u>	<u>25,292</u>	<u>22,748</u>	<u>(2,544)</u>
Zoning Board of Appeals:				
Purchased services	1,230	1,230	238	(992)
Inland Wetlands:				
Salaries and wages	10,863	10,863	9,738	(1,125)
Professional and tech services	9,000	9,000	7,745	(1,255)
Purchased services	200	200	155	(45)
Supplies and materials	1,650	1,650	367	(1,283)
Total Inland Wetlands	<u>21,713</u>	<u>21,713</u>	<u>18,005</u>	<u>(3,708)</u>
Conservation Commission:				
Purchased services	1,300	1,300	1,032	(268)
Supplies and materials	550	550	250	(300)
Total Conservation Commission	<u>1,850</u>	<u>1,850</u>	<u>1,282</u>	<u>(568)</u>
Building Department:				
Salaries and wages	75,914	75,914	74,464	(1,450)
Professional and tech services	700	700	1,430	730
Purchased services	750	750	885	135
Supplies and materials	2,775	2,775	3,268	493
Other	-	-	-	-
Total Building Department	<u>80,139</u>	<u>80,139</u>	<u>80,047</u>	<u>(92)</u>
Economic Development:				
Professional and tech services	1,200	1,200	1,020	(180)
Purchased services	250	250	80	(170)
Supplies and materials	500	500	170	(330)
Total Economic Development	<u>1,950</u>	<u>1,950</u>	<u>1,270</u>	<u>(680)</u>
Water Pollution Control:				
Purchased services	30	30	-	(30)
Supplies and materials	10	10	-	(10)
Equipment	10	10	-	(10)
Total Water Pollution Control	<u>50</u>	<u>50</u>	<u>-</u>	<u>(50)</u>
Sexton:				
Salaries and wages	2,400	2,400	2,400	-
Purchased services	8,757	8,757	8,793	36
Supplies and materials	2,300	2,300	180	(2,120)
Total Sexton	<u>13,457</u>	<u>13,457</u>	<u>11,373</u>	<u>(2,084)</u>
TOTAL PLANNING AND DEVELOPMENT	<u>145,681</u>	<u>145,681</u>	<u>134,963</u>	<u>(10,718)</u>

See accompanying Independent Auditor's Report.

TOWN OF ASHFORD, CONNECTICUT  
SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES -  
BUDGET AND ACTUAL - BUDGETARY BASIS - GENERAL FUND (Continued)  
FOR THE YEAR ENDED JUNE 30, 2017

	Budgeted Amounts		Actual	Variance With Final Budget Over (Under)
	Original	Final		
<b>EDUCATION</b>				
Ashford Board of Education:				
Certified staff	\$ 2,998,986	\$ 2,964,423	\$ 2,964,420	\$ (3)
Non-Certified staff	1,497,719	1,608,969	1,608,965	(4)
Insurance	1,126,229	985,508	985,132	(376)
Payroll taxes and benefits	463,828	444,262	444,258	(4)
Instructional improvement	44,500	39,440	38,245	(1,195)
Professional services	257,506	293,328	286,859	(6,469)
Utilities	67,396	73,132	73,131	(1)
Maintenance	99,159	139,262	132,350	(6,912)
Equipment maintenance	4,567	8,591	8,590	(1)
Other insurances	40,226	34,354	34,272	(82)
Transportation	53,285	32,355	32,356	1
Communication	14,004	20,787	20,828	41
Outside services	320,739	176,162	175,705	(457)
Purchased services	22,600	18,077	16,476	(1,601)
Supplies	159,086	206,769	198,528	(8,241)
Fuel	98,975	89,646	88,029	(1,617)
Textbooks	10,727	14,102	14,101	(1)
Equipment	81,236	225,362	224,123	(1,239)
Dues & fees	29,872	30,827	30,587	(240)
Miscellaneous	15,500	784	784	-
Total Ashford Board of Education	<u>7,406,140</u>	<u>7,406,140</u>	<u>7,377,739</u>	<u>(28,401)</u>
Regional School District No. 19	3,410,845	3,410,845	3,410,845	-
<b>TOTAL EDUCATION</b>	<u>10,816,985</u>	<u>10,816,985</u>	<u>10,788,584</u>	<u>(28,401)</u>
<b>OTHER</b>				
Employee Benefits	384,499	384,499	358,689	(25,810)
Insurance	28,000	28,505	28,503	(2)
<b>TOTAL OTHER</b>	<u>412,499</u>	<u>413,004</u>	<u>387,192</u>	<u>(25,812)</u>
<b>DEBT SERVICE</b>				
Principal	230,000	230,000	230,000	-
Interest	54,100	54,100	54,100	-
<b>TOTAL DEBT SERVICE</b>	<u>284,100</u>	<u>284,100</u>	<u>284,100</u>	<u>-</u>
<b>TOTAL EXPENDITURES</b>	<u>13,444,494</u>	<u>13,444,494</u>	<u>13,297,751</u>	<u>(146,743)</u>
<b>OTHER FINANCING USES</b>				
Transfers out:				
Animal Fund	20,269	20,269	20,269	-
Babcock Library Fund	184,000	184,000	184,000	-
Recreation Fund	82,201	83,432	83,432	-
Youth Services Fund	30,325	30,325	30,325	-
Volunteer Fire & Ambulance	226,100	226,100	226,100	-
Capital Nonrecurring Fund	-	60,000	60,000	-
Education - carryover	-	31,466	-	(31,466)
<b>TOTAL OTHER FINANCING USES</b>	<u>542,895</u>	<u>635,592</u>	<u>604,126</u>	<u>(31,466)</u>
<b>TOTAL EXPENDITURES AND     OTHER FINANCING USES</b>	<u>\$ 13,987,389</u>	<u>\$ 14,080,086</u>	<u>\$ 13,901,877</u>	<u>\$ (178,209)</u>

See accompanying Independent Auditor's Report.

TOWN OF ASHFORD, CONNECTICUT  
SCHEDULE OF PROPERTY TAXES LEVIED, COLLECTED AND OUTSTANDING  
FOR THE YEAR ENDED JUNE 30, 2017

Grand List Year	Balance Uncollected June 30, 2016	Current Levy	Lawful Corrections		Transfers To Suspense	Balance To Be Collected	Taxes	Collections		Balance Uncollected June 30, 2017
			Additions	Deductions				Interest and Lien Fees	Total	
1999	\$ 301	\$ -	\$ -	\$ -	\$ 301	\$ -	\$ -	\$ -	\$ -	\$ -
2000	7,082	-	-	-	6,416	666	-	-	-	666
2001	12,453	-	-	-	-	12,453	-	-	-	12,453
2002	37,872	-	-	-	27,805	10,067	-	-	-	10,067
2003	32,121	-	-	-	20,724	11,397	-	-	-	11,397
2004	30,667	-	-	-	21,125	9,542	-	-	-	9,542
2005	33,463	-	-	-	22,515	10,948	119	222	341	10,829
2006	34,208	-	-	-	22,808	11,400	806	1,331	2,137	10,594
2007	36,284	-	-	-	26,866	9,418	590	866	1,456	8,828
2008	36,666	-	-	-	27,915	8,751	72	95	167	8,679
2009	38,593	-	-	-	29,037	9,556	608	702	1,310	8,948
2010	38,370	-	-	-	27,648	10,722	36	37	73	10,686
2011	43,155	-	-	-	28,970	14,185	345	303	648	13,840
2012	49,140	-	22	-	29,530	19,632	4,420	1,049	5,469	15,212
2013	90,266	-	244	959	31,265	58,286	26,024	9,818	35,842	32,262
2014	180,064	-	806	1,502	32,773	146,595	72,677	21,204	93,881	73,918
Total prior years	700,705	-	1,072	2,461	355,698	343,618	105,697	35,627	141,324	237,921
2015	-	9,754,572	23,376	35,377	30,199	9,712,372	9,543,021	33,326	9,576,347	169,351
Total	\$ 700,705	\$ 9,754,572	\$ 24,448	\$ 37,838	\$ 385,897	\$ 10,055,990	\$ 9,648,718	\$ 68,953	\$ 9,717,671	\$ 407,272

See accompanying Independent Auditor's Report.  
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TOWN OF ASHFORD, CONNECTICUT  
SCHEDULE OF DEBT LIMITATION  
CONNECTICUT GENERAL STATUTES, SECTION 7-374(b)  
FOR THE YEAR ENDED JUNE 30, 2017

Total cash collections for the year ended  
June 30, 2017:

Taxes	\$ 9,648,718
Interest and lien fees	68,953
Total	<u>9,717,671</u>

Reimbursement for revenue loss:

Tax relief for elderly (CGS 12-129d)	22,008
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Base \$ 9,739,679

	General Purposes	Schools	Sewers	Urban Renewal	Pension Deficit
Debt limitation:					
2-1/4 times base	\$ 21,914,278	\$ -	\$ -	\$ -	\$ -
4-1/2 times base	-	43,828,556	-	-	-
3-3/4 times base	-	-	36,523,796	-	-
3-1/4 times base	-	-	-	31,653,957	-
3 times base	-	-	-	-	29,219,037
Total debt limitation	<u>21,914,278</u>	<u>43,828,556</u>	<u>36,523,796</u>	<u>31,653,957</u>	<u>29,219,037</u>
Indebtedness:					
Bonds payable	1,685,000	-	-	-	-
Bonds payable, net - Regional School District No. 19	-	292,736	-	-	-
Total indebtedness	<u>1,685,000</u>	<u>292,736</u>	<u>-</u>	<u>-</u>	<u>-</u>
Debt limitation in excess of outstanding and authorized debt	<u>\$ 20,229,278</u>	<u>\$ 43,535,820</u>	<u>\$ 36,523,796</u>	<u>\$ 31,653,957</u>	<u>\$ 29,219,037</u>
Total capacity of borrowing (7 times base)	\$ 68,177,753				
Total present indebtedness	<u>1,977,736</u>				
Margin for additional borrowing	<u>\$ 66,200,017</u>				

See accompanying Independent Auditor's Report.

Nonmajor  
Governmental  
Funds

TOWN OF ASHFORD, CONNECTICUT  
 COMBINING BALANCE SHEET  
 NONMAJOR GOVERNMENTAL FUNDS  
 JUNE 30, 2017

	Nonmajor Special Revenue Funds							Town Clerk Special Fund
	Animal Fund	School Cafeteria Fund	Educational Grants Fund	Preservation of Historical Records Fund	Recreation Fund	AYSB Fund	-	
<b>ASSETS</b>								
Cash and cash equivalents	\$ -	\$ 12,526	\$ -	\$ 17,855	\$ -	\$ -	\$ -	\$ -
Investments	-	-	-	-	-	-	-	-
Grants and contracts receivable	-	12,875	-	-	-	-	-	-
Other receivables	227	-	-	-	-	-	-	-
Due from other funds	47,125	784	8,891	-	139,584	89,010	-	26,580
Total assets	<u>\$ 47,352</u>	<u>\$ 26,185</u>	<u>\$ 8,891</u>	<u>\$ 17,855</u>	<u>\$ 139,584</u>	<u>\$ 89,010</u>	<u>\$ -</u>	<u>\$ 26,580</u>
<b>LIABILITIES</b>								
Accounts payable	\$ 3,676	-	\$ 8,891	-	\$ 7,087	\$ 15	-	-
Due to other funds	-	21,719	-	79	127,827	58,660	-	-
Unearned revenue	-	-	-	883	4,670	-	-	-
Total liabilities	<u>3,676</u>	<u>21,719</u>	<u>8,891</u>	<u>962</u>	<u>139,584</u>	<u>58,675</u>	<u>-</u>	<u>-</u>
<b>FUND BALANCES</b>								
Nonspendable	-	-	-	-	-	-	-	-
Restricted	-	-	-	-	-	-	-	-
Committed	43,676	4,466	-	16,893	-	30,335	-	26,580
Total fund balances	<u>43,676</u>	<u>4,466</u>	<u>-</u>	<u>16,893</u>	<u>-</u>	<u>30,335</u>	<u>-</u>	<u>26,580</u>
Total liabilities and fund balances	<u>\$ 47,352</u>	<u>\$ 26,185</u>	<u>\$ 8,891</u>	<u>\$ 17,855</u>	<u>\$ 139,584</u>	<u>\$ 89,010</u>	<u>\$ -</u>	<u>\$ 26,580</u>

See accompanying Independent Auditor's Report.

TOWN OF ASHFORD, CONNECTICUT  
 COMBINING BALANCE SHEET  
 NONMAJOR GOVERNMENTAL FUNDS (Continued)  
 JUNE 30, 2017

	Nonmajor Special Revenue Funds		Permanent Funds			Total Nonmajor Governmental Funds
	Veterans Memorial Fund	Total Special Revenue Funds	Band and Library Fund	Cemetery Fund	Total Permanent Funds	
<b>ASSETS</b>						
Cash and cash equivalents	\$ -	\$ 30,381	\$ 6,306	\$ 17,141	\$ 23,447	\$ 53,828
Investments	-	-	-	75,000	75,000	75,000
Grants and contracts receivable	-	12,875	-	-	-	12,875
Other receivables	-	227	-	-	-	227
Due from other funds	6,174	318,148	-	-	-	318,148
Total assets	\$ 6,174	\$ 361,631	\$ 6,306	\$ 92,141	\$ 98,447	\$ 460,078
<b>LIABILITIES</b>						
Accounts payable	\$ -	\$ 19,669	\$ -	\$ -	\$ -	\$ 19,669
Due to other funds	-	208,285	-	8,775	8,775	217,060
Unearned revenue	-	5,553	-	-	-	5,553
Total liabilities	-	233,507	-	8,775	8,775	242,282
<b>FUND BALANCES</b>						
Nonspendable	-	-	6,000	75,000	81,000	81,000
Restricted	-	-	306	8,366	8,672	8,672
Committed	6,174	128,124	-	-	-	128,124
Total fund balances	6,174	128,124	6,306	83,366	89,672	217,796
Total liabilities and fund balances	\$ 6,174	\$ 361,631	\$ 6,306	\$ 92,141	\$ 98,447	\$ 460,078

**TOWN OF ASHFORD, CONNECTICUT**  
**COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**NONMAJOR GOVERNMENTAL FUNDS**  
**FOR THE YEAR ENDED JUNE 30, 2017**

	Nonmajor Special Revenue Funds						
	Animal Fund	School Cafeteria Fund	Educational Grants Fund	Preservation of Historical Records Fund	Recreation Fund	AYSB Fund	Town Clerk Special Fund
<b>REVENUES</b>							
Intergovernmental	\$ -	\$ 82,197	\$ 344,567	\$ 3,117	\$ -	\$ 17,300	\$ -
Charges for services	5,469	78,569	-	1,696	35,890	9,121	1,584
Interest income	-	-	-	35	-	-	-
Other	40	784	-	-	4,232	180	-
Total revenues	<u>5,509</u>	<u>161,550</u>	<u>344,567</u>	<u>4,848</u>	<u>40,122</u>	<u>26,601</u>	<u>1,584</u>
<b>EXPENDITURES</b>							
Current:							
General government	-	-	-	3,265	-	-	-
Public safety	21,780	-	-	-	-	-	-
Recreation	-	-	-	-	123,622	2,332	-
Education	-	176,845	344,567	-	-	55,778	-
Total expenditures	<u>21,780</u>	<u>176,845</u>	<u>344,567</u>	<u>3,265</u>	<u>123,622</u>	<u>58,110</u>	<u>-</u>
Excess (deficiency) of revenues over expenditures	(16,271)	(15,295)	-	1,583	(83,500)	(31,509)	1,584
<b>OTHER FINANCING SOURCES</b>							
Transfers in	20,269	-	-	-	83,432	30,325	-
Net change in fund balances	3,998	(15,295)	-	1,583	(68)	(1,184)	1,584
Fund balances - beginning	39,678	19,761	-	15,310	68	31,519	24,996
Fund balances - ending	<u>\$ 43,676</u>	<u>\$ 4,466</u>	<u>\$ -</u>	<u>\$ 16,893</u>	<u>\$ -</u>	<u>\$ 30,335</u>	<u>\$ 26,580</u>

See accompanying Independent Auditor's Report.

**TOWN OF ASHFORD, CONNECTICUT**  
**COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**NONMAJOR GOVERNMENTAL FUNDS (Continued)**  
**FOR THE YEAR ENDED JUNE 30, 2017**

	Nonmajor Special Revenue Funds		Permanent Funds		Total Nonmajor Governmental Funds
	Veterans Memorial Fund	Total Special Revenue Funds	Band and Library Fund	Cemetery Fund	
<b>REVENUES</b>					
Intergovernmental	\$ -	\$ 447,181	\$ -	\$ -	\$ 447,181
Charges for services	-	132,329	-	300	132,629
Interest income	-	35	12	192	239
Other	-	5,236	-	-	5,236
Total revenues	-	584,781	12	492	585,285
<b>EXPENDITURES</b>					
Current:					
General government	-	3,265	-	500	3,765
Public safety	-	21,780	-	-	21,780
Recreation	-	125,954	1	-	125,955
Education	-	577,190	-	-	577,190
Total expenditures	-	728,189	1	500	728,690
Excess (deficiency) of revenues over expenditures	-	(143,408)	11	(8)	(143,405)
<b>OTHER FINANCING SOURCES</b>					
Transfers in	-	134,026	-	-	134,026
Net change in fund balances	-	(9,382)	11	(8)	(9,379)
Fund balances - beginning	6,174	137,506	6,295	83,374	227,175
Fund balances - ending	\$ 6,174	\$ 128,124	\$ 6,306	\$ 83,366	\$ 217,796

See accompanying Independent Auditor's Report.

# Fiduciary Funds

TOWN OF ASHFORD, CONNECTICUT  
 COMBINING STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES  
 AGENCY FUNDS  
 JUNE 30, 2017

	School Activity Fund	Babcock Cornet Band Fund	Babcock Fund	Contractor Bond Fund	Ashford Food Bank Fund	Total Agency Funds
<b>ASSETS</b>						
Cash and cash equivalents	\$ 20,670	\$ 15,660	\$ 2,475	\$ 16,854	\$ 871	\$ 56,530
Receivables	4,900	200	-	-	-	5,100
Total assets	<u>\$ 25,570</u>	<u>\$ 15,860</u>	<u>\$ 2,475</u>	<u>\$ 16,854</u>	<u>\$ 871</u>	<u>\$ 61,630</u>
<b>LIABILITIES</b>						
Accounts payable	\$ -	\$ 177	\$ -	\$ 3,000	\$ 257	\$ 3,434
Due to others	25,570	15,683	2,475	13,854	614	58,196
Total liabilities	<u>\$ 25,570</u>	<u>\$ 15,860</u>	<u>\$ 2,475</u>	<u>\$ 16,854</u>	<u>\$ 871</u>	<u>\$ 61,630</u>

See accompanying Independent Auditor's Report.

**TOWN OF ASHFORD, CONNECTICUT**  
**COMBINING STATEMENT OF CHANGES IN FIDUCIARY ASSETS AND LIABILITIES**  
**AGENCY FUNDS**  
**FOR THE YEAR ENDED JUNE 30, 2017**

	Balance, July 1, 2016	Additions	Deletions	Balance, June 30, 2017
<b>Student Activity Fund</b>				
<b>Assets</b>				
Cash and cash equivalents	\$ 17,203	\$ 38,960	\$ 35,493	\$ 20,670
Receivables	5,975	-	1,075	4,900
<b>Total assets</b>	<u>\$ 23,178</u>	<u>\$ 38,960</u>	<u>\$ 36,568</u>	<u>\$ 25,570</u>
<b>Liabilities</b>				
Due to others	\$ 23,178	\$ 38,960	\$ 36,568	\$ 25,570
<b>Total liabilities</b>	<u>\$ 23,178</u>	<u>\$ 38,960</u>	<u>\$ 36,568</u>	<u>\$ 25,570</u>
<b>Babcock Cornet Band Fund</b>				
<b>Assets</b>				
Cash and cash equivalents	\$ 15,630	\$ 208	\$ 178	\$ 15,660
Receivables	200	-	-	200
<b>Total assets</b>	<u>\$ 15,830</u>	<u>\$ 208</u>	<u>\$ 178</u>	<u>\$ 15,860</u>
<b>Liabilities</b>				
Accounts Payable	\$ -	\$ 177	\$ -	\$ 177
Due to others	15,830	-	147	15,683
<b>Total liabilities</b>	<u>\$ 15,830</u>	<u>\$ 177</u>	<u>\$ 147</u>	<u>\$ 15,860</u>
<b>Babcock Fund</b>				
<b>Assets</b>				
Cash and cash equivalents	\$ 2,471	\$ 5	\$ 1	\$ 2,475
<b>Total assets</b>	<u>\$ 2,471</u>	<u>\$ 5</u>	<u>\$ 1</u>	<u>\$ 2,475</u>
<b>Liabilities</b>				
Due to others	\$ 2,471	\$ 4	\$ -	\$ 2,475
<b>Total liabilities</b>	<u>\$ 2,471</u>	<u>\$ 4</u>	<u>\$ -</u>	<u>\$ 2,475</u>

*See accompanying Independent Auditor's Report.*

TOWN OF ASHFORD, CONNECTICUT  
 COMBINING STATEMENT OF CHANGES IN FIDUCIARY ASSETS AND LIABILITIES *(Continued)*  
 AGENCY FUNDS  
 FOR THE YEAR ENDED JUNE 30, 2017

	Balance, July 1, 2016	Additions	Deletions	Balance, June 30, 2017
<b>Contractor Bond Fund</b>				
Assets				
Cash and cash equivalents	\$ 16,822	\$ 33	\$ 1	\$ 16,854
Total assets	<u>\$ 16,822</u>	<u>\$ 33</u>	<u>\$ 1</u>	<u>\$ 16,854</u>
Liabilities				
Accounts Payable	\$ 3,000	\$ -	\$ -	\$ 3,000
Due to others	13,822	32	-	13,854
Total liabilities	<u>\$ 16,822</u>	<u>\$ 32</u>	<u>\$ -</u>	<u>\$ 16,854</u>
<b>Ashford Food Bank Fund</b>				
Assets				
Cash and cash equivalents	\$ 870	\$ 2	\$ 1	\$ 871
Total assets	<u>\$ 866</u>	<u>\$ 2</u>	<u>\$ 1</u>	<u>\$ 871</u>
Liabilities				
Accounts Payable	\$ 258	\$ -	\$ 1	\$ 257
Due to others	612	2	-	614
Total liabilities	<u>\$ 870</u>	<u>\$ 2</u>	<u>\$ -</u>	<u>\$ 871</u>
<b>Total All Agency Funds</b>				
Assets				
Cash and cash equivalents	\$ 52,996	\$ 39,208	\$ 35,674	\$ 56,530
Receivables	6,175	-	1,075	5,100
Total assets	<u>\$ 59,171</u>	<u>\$ 39,208</u>	<u>\$ 36,749</u>	<u>\$ 61,630</u>
Liabilities				
Accounts payable	\$ 3,258	\$ 177	\$ 1	\$ 3,434
Due to others	55,913	38,998	36,715	58,196
Total liabilities	<u>\$ 59,171</u>	<u>\$ 39,175</u>	<u>\$ 36,716</u>	<u>\$ 61,630</u>

*See accompanying Independent Auditor's Report.*

TOWN OF ASHFORD

<b>Ambulance/Fire/Police (Emergency)</b>		<b>Dial 911</b>
Fire Department (Routine)		429-9862
State Police, Troop C Tolland (Routine)		896-3200
Agent for the Elderly, Sheila Grady		429-1470
Animal Control Officer, Christine Abikoff		487-4402
Assessor, Kara Fishman	fax 487-4432	487-4403
Babcock Library,	fax 487-4438	487-4420
Building Dept, Michael Gardner, Official	fax 487-4435	487-4404
Burn Permits call Butch Taylor 429-9411 or Fire Dept.		429-9862
Finance Dept., Cheryl Baker		487-4405
Fire Marshal, Richard Whitehouse		429-6222
Health Dept. -EHHD, Sherry McGann	(Mansfield)	429-3325
Housing Authority, Jessica Miller, Dir.	Fax 487-4500	429-8556
Housing Rehab, Peter Huckins	456-0782 or	487-4407
Inland Wetlands & Watercourses	fax 487-4435	487-4414
Wetlands Officer, Joseph Theroux		376-6842
Planning & Zoning	fax 487-4435	487-4415
Zoning Enforcement Officer, Michael Gardner		
Post Office (Ashford)		429-8804
Probate Court, Leah Schad, Probate Judge		928-4844
Public Works, Joseph Kalinowski, Road Foreman		429-6812
Recreation Dept, Sheryl York, Dir.	Fax 487-4434	487-4409
Registrar of Voters Office - Wed. Evenings 7-9 PM		487-4410
Dem. Kevin McCarthy 487-0305	Rep. Colleen DePercio	487-3603
Selectmen, Michael J. Zambo 1 <sup>st</sup> Select.	Fax 487-4430	487-4400
Senior Center, Sheila Grady, Dir.		487-5122
Sexton, James Reviczky		429-9576
Social/Youth Services, Melissa McDonough	429-6419(school) or	487-4417
Tax Collector, Linda G. Gagne	fax 487-4433	487-4411
Town Clerk, Sherri L. Mutch	fax 487-4431	487-4401
Transfer Station, Charles Busse		429-3409
Tree Warden, James Campiformio	429-0582 or	429-8547
Ashford School	Principal's Office	429-6419
	Superintendent's Office	429-1927
E.O. Smith High School, Region 19		487-0877
Windham Technical High School		456-3879
Congressman Joe Courtney, 2 <sup>nd</sup> District		860-240-8500
Senator Anthony Guglielmo, 35 <sup>th</sup> District	860-684-4878 or Hartford	800-842-1421
Representative Sam Belsito, 53 <sup>rd</sup> District	1-800-842-1423 or 860-240-8700	
<b>TOWN WEBSITE</b>		<b>www.ashfordtownhall.org</b>

# JP LIST

January 3, 2017 – January 4, 2021

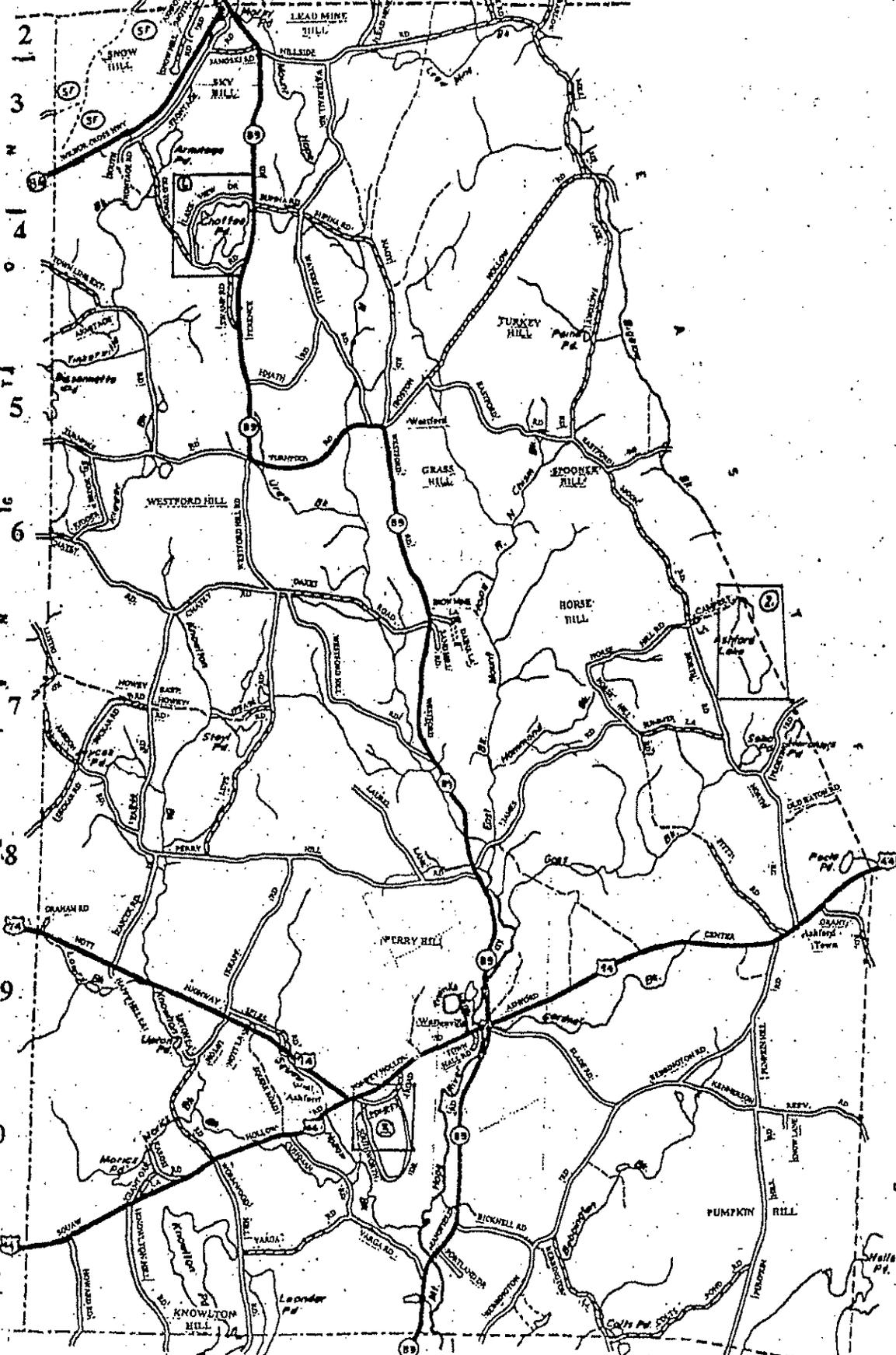
NAMES AS ON REGISTRY LIST	COMPLETE ADDRESS	PHONE NUMBER
Charles L. Atkins	55 Mansfield Road	860-429-9611
William R. Becker	574 Bebbington Road	860-487-0372
Janet A. Bellamy	11 Sunset Drive	860-487-4724
Kathleen C. Clark	126 Pompey Hollow Road	860-429-4573
Susan C. Eastwood	178 Waterfall Road	860-487-5903
Selena Nicole Eddy	77 Armitage Road	860-429-8953
Patrick Francis		
Edenburn-MacQueen	207 Hillside Road	860-212-6123
Linda G. Falletti	152 Squaw Hollow Road	860-487-1643
William A. Falletti, Sr.	152 Squaw Hollow Road	860-487-1643
Lynn Marie Fontaine	43 Ashford Drive	860-202-3209
Michele Ann Hotchkiss	19 Chetelat Drive	
Elizabeth Little	147 Slade Road	860-429-1205
Keith Lipker	30 North Road	860-429-3061
Kevin T. McCarthy	436 Bebbington Road	860-487-0305
Joseph D. Pandolfo	183 Perry Hill Road	860-420-5012
Joseph F. Peters	635 Westford Road	860-429-4926
Evelyn T. Pfalzgraf	65 Ashford Center Road	860-429-0144
Roger Thomas Phillips	196 Pumpkin Hill Road	860-429-4926
David J. Rechel	118 North Road	860-429-3822
Cathryn E. Silver-Smith	95 Seckar Road	860-428-0011
Marian L. Vitali	68 Old Town Road	860-918-8703
Kay M. Warren	31 Amidon Drive	860-487-3744
Loretta A. Wrobel	297 Pumpkin Hill Road	860-429-2629

## Notaries

<u>Name</u>	<u>Street Address</u>	<u>Notary #</u>	<u>Expiration</u>
Abikoff, Christine K.	111 Ashford Center Rd.	104073	09/30/2018
Adamson, Diane	96 Mansfield Rd.	146721	11/30/2011
Balogh, Karry Ann	20 Bicknell Rd.	146636	10/31/2021
Barrett, Dawn	359 Waterfall Rd.	144740	04/30/2011
Booth, Chauncy	211 Westford Hill Rd.	164792	07/31/2018
Bouley-Picard, Jacqueline A.	447 North Rd.	165384	10/31/2018
Brown, Gail K.	55 Colts Pond Rd.	134782	04/30/2008
Bruner, Christine M.	121 Armitage Rd.	160345	03/31/2022
Cloutier, Lorraine G.	362 Squaw Hollow Rd.	79613	01/31/2022
Colon, Elizabeth	149 Ashford Center Rd., Apt 82	142819	09/30/2010
Conklin, Dawn M.	470 North Rd.	144003	02/28/2016
Cote, Jennifer L.	475 Zaicek Rd.	48784	06/30/2012
Cummings, Theodore T.	170 James Rd.	128614	05/31/2011
Darcy, Nancy	35 Pompey Hollow	127906	02/28/2016
Dion, Andrea C.	467 Squaw Hollow Rd.	131902	05/31/2012
Drew, George	125 Cushman Rd.	160928	06/30/2022
Drouin, Lori A.	67 Old Town Rd.	151504	04/30/2023
Escolona, Jorge E.	278 Ashford Center Rd.	147942	03/31/2012
Farland, Julie A.	105 Cushman Rd.	57342	11/30/2009
Farrands, Danielle Z.	109 Old Town Rd.	116386	8/31/2017
Fay, Abigail E.	137 Southworth Dr.	138416	06/30/2009
Ference, Beverly G.	26 Ference Rd.	90545	06/30/2019
Foster, Dana M.	165 Mansfield Rd.	106866	08/31/2009
Gagne, Kimberly A.	149 Horse Hill Rd.	103223	06/30/2018
Gagnon, Dorothy E.	46 North Rd.	95456	08/31/2009
George, Russell	96 Mansfield Rd.	147625	02/20/2012
German, Beverly T.	17 Lake View Dr.	96096	1/31/2016
Godere, Sharon E.	150 Ashford Center Rd.	127170	11/30/2010
Graveline, Heather	138 Krapf Rd.	107686	12/13/2016
Guerin, Toni M.	55 Lakeview Drive	114028	12/31/2021
Hanrahan, Cathy M.	87 Ashford Lake Dr.	124227	02/28/2010
Harper, Karen L.	28 Armitage Rd.	112601	07/31/2021
Henderson, Cheryl Lynn	87 Floating Rd.	176720	06/30/2023
Hopkins, Judy M.	125 Mansfield Rd.	82177	09/30/2013
Jones, Linda J.	27 Graham Rd.	102785	04/30/2023
Labarre, Mary W.	240 HillSide Rd.	140592	02/28/2010
Lagasse, Patricia A.P.	15 Horse Hill Rd.	113182	09/30/2021

Lee, Jennifer	237 Turnpike Rd.	145502	06/30/2021
Lipker, Keith A.	30 North Rd.	58247	03/31/2020
Lyman, Cheryl M.	261 Ference Rd.	160925	6/30/2022
Martin, Bernice L.	149 Southworth Dr.	102390	3/31/2010?
Martin, Darlene N.	149 Ashford Center Rd., Apt D5	173329	2/28/2022
Martindale, Allan R.	414 Turnpike Rd.	85334	4/30/2023
McCarthy, Brian P.	10 Armitage Rd.	97703	7/31/2016
Messer, Gretchen A.	410 Ference Rd.	137072	1/31/2019
Metsack, Gail D.	148 Laurel Lane	89441	4/30/2019
Molnar, Donna L.	213 Kennerson Reservoir Rd.	121587	3/31/2019
Moran, Gail A.	640 Westford Rd.	15508	9/30/2019
Newman, Steven J.	Kent Court 13-2	122909	8/31/2019
O'Hare, Colleen K.	36 Graham Rd.	153460	1/31/2019
Ouellette, Cathy H.	181 Seckar Rd.	124227	2/28/2020
Ouellette, Sandra A.	357 Chatey Rd.	126447	9/30/2020
Pawelec, Laura L.	142 Krapf Rd.	61211	4/30/2011
Postras, Mary Ann	266 Mansfield Rd.	123743	11/30/2019
Rempel, Sally A.	574 Ashford Center Rd.	129506	8/31/2011
Rettenmeier, Karen M.	161 Amidon Rd.	136696	12/31/2018
Richard, Jeff	87 Southworth Dr.	134430	3/31/2013
Rozario, Betty J.	4 Kidderbrook Rd.	103734	8/31/2019
Sapoval, Cristina	574 Ashford Center Rd.	139654	10/31/2019
Sibiga, Mandy	3 James Rd.	159118	8/31/2016
Sibiga, Susan M.	262 Westford Rd.	98427	10/31/2011
Specyalski, Brian Edmund	Westford Hill Rd.	156692	6/30/2015
Spencer, John R.	40 Moon Rd.	103414	7/31/2018
Sullivan, Mark A.	188 Westford Hill Rd.	73556	7/31/2020
Swift, Roslyn M.	55 Ference Rd.	166846	5/31/2019
Ursin, Claudia H.	236 Varga Rd.	107931	1/31/2020
Viel, Alice M.	31 Pompey Rd.	159338	10/31/2021
Walker, Jo Anne M.	464 Zaicek Rd.	130238	11/30/2021
Way, Susan K.	97 Cushman Rd.	142888	10/31/2020
Wellington, Carol	85 Armitage Rd.	145271	6/30/2021
Welply, Holly L.	98 Howard Rd.	152309	8/31/2018
Wright, Mary D.	272 Horse Hill Rd.	128906	6/30/2016
Zanlungo, Amber Lynn	7 Campert Lane	124997	4/19/2005
Zanlungo, Alyssa L.	7 Campert Lane	141863	6/30/2010
Zulick, Karen M.	294 Westford Hill Rd.	169110	5/31/2020

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MANSFIELD CHAMPLAIN