

**Meeting Minutes of Ashfield Finance Committee**

**Wednesday, November 7<sup>th</sup> 2012**

M, S, V.  
12/12/12

Members Present: Janet Rogers, Ricki Carroll, Tom Carter, Ted Murray (chair)  
Tom ~~S~~<sup>S</sup>hiber (joined us at 7 for the Select Board Meeting)

Ted called the meeting to order at 6:10 pm

1. Approval of minutes: Ted presented the open minutes of October 17<sup>th</sup>, 2012, for acceptance. Janet moved for acceptance and Ricki seconded. The motion passed unanimously.
2. Ashfield House: Ted had requested financial statements from the Robin Sherman for the Ashfield House and has now received them from 2006-2012. He will review them and bring them back to the committee as soon as possible.  
Ted filled in Tom C. in regards to the information we were seeking and Tom added with his recollection to the information from the Revolving Block Grant which came through Federal Funding.
3. Town Audits: Janet shared information on Roselli & Clark; they came highly recommended by Conway's Town Administrator Tom Spiro. We discussed the virtues of a once a year audit compared to an every other year audit and concluded we would recommend as a committee for an every other year audit process since the State looks over our books every year while certifying free cash and we have FRCOG doing our accounting. The recommendation to the S.B. included the town starting every other year for FY 2014 and that prior to that the S.B. send out requests for proposals to a number of other accounting firms so we could switch every 5 or so years to get new eyes on the books.
4. Robin Sherman, the Executive director of FROG will be at the Select Board meeting on November 14<sup>th</sup> to speak about the Revolving Loan Fund.
5. Special Town Meeting: On December 11<sup>th</sup> the assessors will speak on computerizing tax maps with the GIS system. They are asking for \$7500.00 to be transferred from Free Cash to the Assessors Expenses for this project.
6. Tom Carter reminded the committee to ask for any large items up front with the upcoming finance season approaching. Ted has a list of the dates for the budget season meetings.
7. Meeting with the Select Board. We met with the S.B. at 78:05pm; Ted gave them our recommendation for Town audits.
8. Future Meetings: The Board agreed it would meet again on November 14, 2012 and be at the S.B. meeting to hear Robin Sherman.

There being no other business before the board, motion was made and seconded for adjournment. The vote in favor was unanimous.

Ted adjourned the meeting at 8:40 pm.

Attached Documents: none

Submitted by,  
Ricki Carroll