



## **Town of Ridgefield**

### **BOF Approved Meeting Minutes**

Tuesday, May 12, 2026

#### **I. Call to order**

Mike Rettger called the BOF meeting to order at 7:00 p.m. on Tuesday, May 12, 2026 in the Town Hall Large Conference Room. Members Mike Rettger, Dave Ulmer, Greg Kabasakalian, Joe Shapiro present. Andrew Okrongly present via telephone.

Others Present: Kevin Redmond, Controller; Dr. Susie Da Silva, Superintendent of Schools; Jill Browne, RPS Director of Finance; Tina Malhotra, BOE Chair; Jonathan Paradiso, BOE Vice Chair; Christine More, BOE Secretary; Kathryn Graf, Chair of BOE Budget, Finance and Operations Committee.

#### **II. Comments from the Public**

None

#### **III. Approval of Minutes**

**Motion** by Mr. Rettger to approve BOF meeting minutes of the March 17, 24, 25, 26, 30 and 31 meetings, special BOF meeting minutes of April 9 and, as amended, BOF public hearing minutes of the March 23 BOF public hearing, seconded by Mr. Ulmer. All in favor.

#### **IV. Treasurer's Report**

No Treasurer's Report was available for the meeting.

#### **V. Change in Order of Agenda Items**

**Motion** by Mr. Ulmer to move the Tax Collector's Report to after the Controller's Report, seconded by Mr. Rettger. All in favor

## **VI. BOE Financial Report**

Ms. Browne reviewed the BOE Budget Report as of April 30, 2026, which was distributed prior to the meeting. She reported that the BOE operating budget reflects a current deficit of \$282,756. Ms. Browne noted that this figure does not incorporate several significant revenue sources that are anticipated before fiscal year-end. The district expects to receive additional unanticipated revenue of about \$151,000 from Excess Cost Reimbursement, which will bring the total ECR up to about \$1,356,000 for the fiscal year. Other favorable impacts cited were employee and retiree medical insurance contributions, Ridgefield Basketball Association revenue, athletic fees and routine reconciliations.

The district will continue to incur expenditures through the remainder of the fiscal year, including costs associated with substitute coverage, payroll taxes, and the potential for unforeseen expenses. Ms. Browne noted that she had previously offered an initial forecast with a projected fiscal year-end budget surplus balance ranging from \$150,000 to \$400,000. She stated that even with that additional \$151,000 ECR revenue, it is expected that the surplus balance will be toward the lower end of that range at the end of the fiscal year.

### Update on Possible Financial Close Procedure Changes to Address Audit Comments

Ms. Browne noted that each year, every public school district is required to submit an expenditure report to state, which must be filed by September 1. Much booking activity takes place in July and August affecting the balance sheet information as of June 30. The auditors have suggested that RPS create a “Period 13” within the accounting system to cover the July and August activity, rather than rely on external spreadsheets as has been the practice. Ms. Browne reported that RPS is currently testing “Period 13” capabilities in their system, and the results are promising for being able to implement this change in process for the current fiscal year, although further testing is needed.

## **VII. Controller’s Report**

Mr. Redmond reported that the updated forecast revenues are higher than were presented in March. However, forecast expenses have also increased, in significant part due to costs associated with the weather. Recording fees and conveyance tax revenues saw a large volume of high value transactions. Parks & Rec is steady at \$200,000 and golf is strong, also weather driven.

## **VIII. Tax Collector’s Report**

Ms. Berendsen-Hill provided an update noting that actual tax revenues, taken on the whole, are doing well.

She reviewed the inventory of outstanding tax bills being proposed for transfer from receivable status to suspense, in recognition of their non-collectability, and noted the total is an increase from the prior year. Following discussion,

**Motion** by Mr. Shapiro to transfer inventory of tax bills in the amount of \$259,916.66 to suspense, seconded by Mr. Ulmer. All in favor.

## **IX. Old Business**

### Discussion of Draft Capital Budget and Debt Policy

Mr. Rettger noted that the BOF had discussed developing a Capital Budget and Debt policy over several months last year, and had agreed to suspend further work until after this year's budget process. He asked about BOF members' interest in moving ahead. BOF members concurred that having a policy would be of value, and that the BOF should move forward. It was agreed that at the June meeting the BOF will review the first 3 sections of the proposed policy draft and will review sections 4 and 5 at the August meeting. If there is consensus on content at that time, the draft will be published for public review and comment for several months before any final action will be considered.

## **IX. New Business**

### BOE Draft Policy on Budget Rollover Account

Mr. Rettger noted that there is a provision in state statute that enables the carryover of some unused portion of a school district budget into the following year. Until two years ago, a carryover needed to be at the request of the BOE subject to the approval of the BOF. At that time, the legislature eliminated the text concerning BOF approval. The result of this legislative change is that the BOF no longer has a direct say regarding carryover. He noted that the BOE is in the process of updating a policy concerning procedures for establishing a carryover account to address the legislative changes.

Mr. Rettger asked whether the BOF wants to discuss, and offer opinions to the BOE, on things that would be useful to the policy under consideration. Mr. Ulmer stated that it would be better to have input early when it would be constructive. Mr. Okrongly said that it would be useful to have some coordination on timing of when decisions get made on use of funds related to fund balance issues and related to logistics, so he favors the BOF contributing comments. Mr. Kabasakalian stated that while he would like to give input, this matter is well out of the lane of the BOF, having been taken away by the state legislature. Mr. Rettger stated that there are at least some technical things that are important for both boards to be aware of so that they do not have an adverse impact operationally. He mentioned as an example getting the timing correct so as not to cause a problem with the audits. Mr. Shapiro, noting some decisions that need to be made by the BOF, stated that decisions made by the BOE regarding carryovers are impactful.

Ms. Malhotra, Mr. Paradiso, Ms. More and Ms. Graf joined in this discussion. Ms. Malhotra noted that the BOE is not on a short timeline to finalize its policy and the BOE wants to do it correctly. Mr. Paradiso stated that the BOE's intent in updating the policy is that there be a policy in place at whatever time there is a reasonable estimate as to the surplus that the BOE can take action on, which would not be for several months. Ms. Malhotra noted that the comments on timing and substance made at this meeting by the BOE members present were subject to any decision made by the full BOE.

Mr. Rettger proposed that discussion of the BOE draft policy regarding rollover be included in the June BOF meeting agenda, and that at the June meeting the BOF can decide whether it wants to offer opinions or not. He stated that if the BOF does come up with suggestions or commentary, the BOF will get it to the BOE representatives quickly, to facilitate their continued consideration. Mr. Rettger asked the BOE members to provide a then-current version of draft policy by the second week in June.

#### **X. Communications & Correspondence**

None

#### **XI. Review of Future Calendar and Agendas**

Mr. Redmond was asked to provide an update at the June meeting of his analysis and recommendation regarding action to be taken in response to auditor comments on fixed assets accounting procedures.

#### **XII. Recess Pending Results of Budget Referendum**

**Motion** by Mr. Rettger to recess the meeting pending results of budget referendum, seconded by Mr. Ulmer. All in favor.

Mr. Rettger reconvened the meeting following the recess at 9:15.

Rudy Marconi, First Selectperson, Wendy Lionetti, Town Clerk, Wayne Floegel, Republican Registrar of Voters, Jennifer Caron, Democratic Registrar of Voters, and Neil Flanagan, Election Monitor, joined the meeting following the recess.

#### **XIII. Results of Budget Referendum/Mill Rate**

Following the report by Mr. Flanagan at the continuation of the Annual Town Budget Meeting that all the ballot questions in the budget referendum had passed,

**Motion** by Mr. Rettger, as follows:

I move that the tax rate for the Town of Ridgefield fiscal year 2026-2027 be set to 28.36 mills on the Grand List of October 1, 2025.

Each motor vehicle tax bill shall become due and payable July 1, 2026, and shall be paid in full by August 3, 2026, and if not so paid by that date, interest shall be charged at a rate of one and one-half percent (1.5%) each month or part thereof, from July 1, 2026, subject to a minimum interest fee of \$2.00, as provided in CSG §12-146.

Each real estate and personal property bill shall become due and payable July 1, 2026, provided that each such bill in excess of \$100.00 total for the year may be paid quarterly, with payment due dates of July 1, 2026, October 1, 2026, January 1, 2027, and April 1, 2027. If any quarterly installment shall not be paid within one month after the applicable quarterly due date, then the unpaid quarterly tax thereof shall be subject to interest at the

rate of one and one-half percent (1.5%) each month or part thereof, from the due date, subject to a minimum interest fee of \$2.00, as provided in CGS §12-146.

Seconded by Mr. Ulmer. All in favor.

#### **XIV. Adjournment**

**Motion** to adjourn at 9:25 p.m. by Mr. Okrongly seconded by Mr. Ulmer. All in favor.

Next meeting June 16, 2026.

Respectfully Submitted by  
Mia Belanger