Town of Ridgefield
Board of Selectpersons Meeting
Minutes
UNAPPROVED
May 20, 2026 at 6:30pm
Town Hall – Large Conference Room, 400 Main Street, Ridgefield, CT

Please note – these minutes are not verbatim.

Present: Sean Connelly, Maureen Kozlark, Barbara Manners, Rudy Marconi, Geoffrey Morris
Absent:

Rudy Marconi called the meeting to order at 6:32pm.

1. **Public Comment**
   None.

2. **Project with Green Bank PPA – Ridgefield Director of Public Works Jake Muller, and Dwayne Escola, Katie Shelton of Green Bank.**
   Mr. Muller presented a status report summarizing that after the May 6, 2026 BOS meeting, there were several questions regarding the contract. The contract was then reviewed by Town Counsel who provided comments. Those comments and the town's comments were submitted to Green Bank. A revised contract was presented for approval. Sean Connelly asked if the contracts are the same for all the different installations in town, why are the rates different from project to project? Mr. Muller responded that rates differ based on incentives available and project cost at the time of installation. Mr. Escola added over the life of the projects, the town stands to save $3 million in energy costs. Barbara Manners and Geoffrey Morris both stated that the energy-related legal terminology was onerous but were reassured that Town Counsel had studied the contracts. The town has already entered into these contracts for other locations and is realizing the benefits. Rudy Marconi asked why Ridgebury was changed to more solar canopies instead of rooftops. Mr. Muller explained that the financial benefits were greater with the canopies. Sean Connelly asked if there is feedback from the high school regarding the canopies. Mr. Muller explained that there were incidents of water melting off the canopies and freezing on the pavement so they learned from that and are installing gutters. Maureen Kozlark asked what are next steps. Mr. Muller

explained that with a favorable vote tonight, they will execute the contract before the deadline for the incentives. Construction will be summer of 2027. Sean Connelly asked for the potential at Prospect Ridge. Mr. Muller explained that additional projects are under consideration for the future including battery storage.

Sean Connelly motioned to waive the reading of the resolution authorizing the first selectperson to sign the agreement for solar projects at Scotland Elementary School, Ridgebury Elementary School, Veterans Park Elementary School, and Ridgefield High School. Maureen Kozlark seconded. Motion carried 5-0.

Maureen Kozlark motioned to approve the resolution authorizing the contract and power purchase agreement with CT Green Bank as presented. Sean Connelly seconded. Motion carried 5-0.

3. **Easement for Danbury Rd Sidewalk – Jake Muller**
   Rudy Marconi explained that the town has been working on obtaining these easements from the State of Connecticut Department of Transportation for several years. The proposed sidewalk will run south from the walking bridge at Parks and Recreation to Copps Hill Road. Mr. Muller explained that the proposed easements have been submitted to the property owners along the route who have responded favorably. The BOS discussed snow removal responsibilities and design specifications. Owners will be responsible for clearing the snow.

   Rudy Marconi shared that the state asked that based on the pickle ball court location, gravel parking lot access be moved south to line up with Fox Hill. Combining the two access points would limit the curb cut necessary. The property owner will consider the two options. Barbara Manners cautioned that one access point could confuse the respective parking areas. Maureen Kozlark asked if traversing the tributary would be allowed. Mr. Muller explained that this issue will be addressed in the traffic study for the pickle ball courts and it does not affect the sidewalk project currently on the agenda.

   Rudy Marconi stated that a Public Hearing and Town Meeting with a ten-day separation must be calendared because this item involves land.

   Maureen Kozlark motioned to set a Public Hearing to be held at 7:30pm during the next BOS meeting, June 10, 2026. The Town Meeting for public vote on the sidewalk resolution will be on June 22, 2026. Barbara Manners seconded. The motion carried 5-0.

4. **Appointments and Reappointments**
   a. **Sarah Myjak – Prevention Council Appointment**
      Ms. Myjak shared her background as a school psychologist. She wants to lend her expertise to encourage community members seeking and receiving mental health support. She believes youth need to be empowered to advocate for

themselves, avoid isolation, and resist peer pressure. She has already attended a meeting and feels comfortable navigating virtual meetings. She addressed questions about mental health, devices, and drugs.

Barbara Manners motioned to appoint Sarah Myjak to the Ridgefield Prevention Council. Maureen Kozlark seconded. Motion carried 5-0.

b. **Alden Cushman and Erick Berkley – Commission on Aging**
Mr. Berkley shared that he has been a resident for 8 years. Last year he broke his ankle and his employer went bankrupt so he lost his job. He realized how difficult daily life can be for people with limitations. He also considered his elderly in-laws and challenges they face. He then volunteered for the Commission and learned about technology and support options for the elderly. He has worked on several commission projects and would like to focus on an adult daycare for the older elderly community members that maybe can't benefit as easily from Founders Hall programs.

Mr. Cushman is a long-term resident. He raised three children here. He and his wife serve the community through different volunteer organizations such as Meal on Wheels. He realized that seniors don't know of all the organizations in town to help them. He attends meetings and volunteers whenever there is a need. He would like to be a point of communication between the commission and other organizations he currently serves.

Sean Connelly motioned to appoint Alden Cushman and Erick Berkley to the Commission on Aging. Geoffrey Morris seconded. Motion carried 5-0.

Rudy Marconi reminded all appointees that they can continue to attend meetings but must be sworn in before they can vote. Members of the public welcomed them to the commission.

5. **Jonathon Seem - Grant Writing Volunteer**
Mr. Seem shared that he understands a town's revenue needs. He asked if there is opportunity to centralize grant writing material, sources, information, administration, and best practices. He proposes to volunteer as grant writing support for the department heads. He would write the first draft for the department head to finalize. He would hope to develop a strategic plan with each department and create a list of grant sources. The ultimate goal is to gather data for the BOS to determine what long-term approach is best for the town such as hiring a professional grant writer.

Geoffrey Morris motioned to appoint Jonathon Seem as the town's Volunteer Grant Administrator. Sean Connelly seconded. Motion carried 5-0.

6. **Parking Authority Approval for Software Permitting – Marcus Reeck**

Mr. Reeck presented a proposal to implement the ParkMobile app for parking at the final row of the Bailey Avenue Municipal lot and the Branchville train station. Enforcement will be the same as current enforcement. Special signage with instructions will be posted. The parking patrons can download an application to pay for parking, or they can send a text to a posted number to submit payment for parking. ParkMobile pays all operating costs, and the town pays a 40-cent transaction fee to ParkMobile which is less than the cost of a parking ticket. This new option will allow people to park in spaces that will allow parking for less than or more than the standard two-hour parking in the rest of the lots. This solution is in response to businesses asking for longer parking sessions for their customers. After much discussion, most of the board felt that this parking scheme will not be welcome by the community. Geoffrey Morris suggested an education plan for the rollout of the program and Rudy Marconi suggested a four to six month trial period. The BOS will bring this item back at the next meeting for further discussion.

7. **Affordable Housing Authority presents a request that the Housing Trust Fund be linked to the Friends of Ridgefield non-profit – Debra Franceschini**
   The group explained that by being linked to the Friends of Ridgefield 501 (c)3, they qualify for donations that can only be made to non-profits. Rudy Marconi explained that while the Housing Trust Fund is a tax-free fund, the town is not a non-profit entity. Barbara Manners cautioned that being linked to a community non-profit won't ensure qualification for that corporate donation. The BOS also cautioned that the return on investment would go to the town and not the Housing Trust Fund. Ms. Franceschini explained that as the fund grows and the return on investment becomes worthwhile, they will consider setting up their own non-profit.

   Sean Connelly motioned to approve moving the Housing Trust Fund to the Friends of Ridgefield non-profit. Geoffrey Morris seconded. Motion carried 5-0.

8. **HDC appointment of Study Committee – Daniel O'Brien**
   Mr. O'Brien proposed that the BOS appoint a study committee to consider two areas for consideration as designated historic districts. One is the extension of the West Lane Historic District. 22 of the 27 properties are historic. The other is Olmstead Lane. 11 total responses of 27 properties were interested in becoming a historic district.

   Barbara Manners motioned to appoint the Historic District Commission as the West Lane and Olmstead Lane Study Committee. Geoffrey Morris seconded. Motion carried 5-0.

9. **Aquarion District's Representative Policy Board Member Appointment**
   The sale of Aquarion to South Central Water District of New Haven was completed. The next steps are up to the Attorney General and the Office of Consumer Council. In the meantime, every town in the Aquarion service area must appoint a representative to the Policy Board. Rudy Marconi suggested he be appointed to satisfy the state requirement, but the role can be transferred to any interested individual with qualifications such as

knowledge of water companies or related environmental expertise. While he cannot collect any stipend for his participation, there is a state stipend of $250 per meeting day for any community member willing to serve.

Barbara Manners motioned to appoint Rudy Marconi as the interim representative to the Aquarion District Policy Board. Sean Connelly seconded. Motion carried 5-0.

10. Town Administrator

Human Resources Director, Laurie Fernandez, created an organizational chart delineating all direct and indirect reports to the first selectperson. She also drafted two versions of job descriptions for the Ridgefield town administrator. The BOS debated over the language and definition of the role. The role will be an operations administrator but all decisions will be made by the electeds. Duties will be separated by the BOS between the first selectperson and administrator. Jonathon Seem of the former Form of Government Committee added that corporate language like COO could lead to confusion and misinterpretation. He recommended limiting the title and all related descriptions to town administrator. Ms. Fernandez will update the organizational chart and the job description and redistribute. The BOS will bring this item back at the next meeting for further discussion.

Maureen Kozlark motioned to add an executive session at the end of this meeting to discuss potential candidates. Sean Connelly seconded. Motion carried 5-0.

11. Approval of Meeting Minutes

a. May 6, 2026 Special BOS Meeting

No corrections.

Maureen Kozlark motioned to approve the minutes from the May 6, 2026 Board of Selectpersons Special Meeting, as presented. Geoffrey Morris seconded. Motion carried 3-0-2, with Connelly and Marconi abstaining.

b. May 6, 2026 Regular BOS Meeting

Maureen Kozlark requested one correction.

Maureen Kozlark motioned to approve the minutes from the May 6, 2026 Board of Selectpersons Regular Meeting, as amended. Geoffrey Morris seconded. Motion carried 3-0-2, with Connelly and Marconi abstaining.

12. Selectpersons Report

Mr. Marconi reported that Carmen Martin has resigned from the Commission on Aging.

The Memorial Day Parade starts at 11am.

Maureen Kozlark moved to add Executive Session at the end of the meetings to discuss Town Administrator & Associated Personnel. Sean Connelly seconded. Motion carries 5-0.

13. EXECUTIVE SESSION

The meeting was adjourned to executive session at 9:42pm to discuss a change in roles with personnel.

At 9:43pm the Board of Selectpersons moved to Executive Session

The Board returned to the public at 10:30pm

Maureen Kozlark moved to adjourn meeting at 10:35pm. Geoffrey Morris seconded, Motion carries 5-0