

Approved Minutes (as of 6/2/2025)
Town of Ridgefield Insurance and Risk Management Committee
Monday March 31, 2025
Ridgefield Town Hall – Small Conference Room
Ridgefield, CT

Committee Members In attendance: Jeff Altman, Michael Gill, Todd Cody Michael Schmer and Margaux Lansen (Chair); participating remotely by videoconference were Bryce Calderone and Stan Galanski.

The Chair called the meeting to order at 7:02 pm. The first order of business was review and approval of the minutes of December 3, 2024 meeting. Upon a motion to approve from Mr. Cody and a second by Mr. Schmer, the minutes were approved unanimously.

Ms. Lansen opened discussion of the July 31, 2025 renewal of the LAP insurance policy. Mr. Schmer agreed to review the policy wordings, terms and condition for the LAP policy. While there are no issues anticipated with the upcoming renewal, the Committee learned of two additional insurance policies that we were previously unaware of. Ms. Lansen advised the Committee that David McFate notified her that the Town had received non-renewal notification for a separate policy covering underground storage tanks. The Committee discussed potential environmental exposures from both a town property and liability perspective. Mr. Galanski indicated that he and Mr. Cody had been contacted by the Chair of the Town Pension Committee for assistance in reviewing the Fiduciary Liability policy purchased for the benefit of the Committee. Mr. Altman questioned the type of risks that the Pension Committee has. Mr. Gil provided an overview and indicated that he would be willing to review the policy, as this coverage is within his area of expertise. It was agreed that he would do so and further agreed that Ms. Lansen would meet with First Selectperson Marconi and Mr. McFate on both the upcoming LAP renewal but also to determine if there are additional insurance policies that have been purchased that we are not aware of.

The Committee then discussed the next agenda item, an updated status of Enterprise Risk Management (ERM) for the Town. Mr. Cody had drafted a

document, "IRMC Enterprise Risk Management Top-Down Framework", highlighting categories of risks to be assessed: people; process/practices/policies; and infrastructure. Mr. Calderone indicated that this was a good place to start in discussing ERM with town officials. The Committee then discussed various risks and exposures, including street and road work and maintenance of sidewalks. It was agreed to further work would be done and then introducing the top-down assessment to the Town and Board of Education.

The Committee then discussed the agenda for the next regularly scheduled meeting of June 2, 2025. It was agreed that Ms. Lansen would invite CIRMA for an updated review of claims.

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There being no further business, the meeting adjourned at 8:28pm.

Respectfully submitted,

Stan Galanski
Secretary