

Board of Finance Meeting Tuesday, May 15, 2018  
Approved Meeting Minutes  
Town Hall (Large Conference Room)  
400 Main Street, Ridgefield, Conn.

In attendance: D. Ulmer (Chairman), J. Mancini (Vice Chair) A. Freidenrich, R. Moccia,  
Other officials in attendance: J. Berendsen-Hill (Tax Collector), Kevin Redmond (Controller),  
Fran Walton (BOE Chair).

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**Call to Order:**

Meeting was called to order at 7:38 p.m. by D. Ulmer followed by the Pledge of Allegiance.

**Public Comment:**

No public comment.

**Approval of Minutes:**

The board deferred review and approval of meeting minutes until the June 2018 because the recording secretary was unavailable

**Treasurer's Report April 2018:**

The board reviewed the April Treasurer's report and noted how well the Treasurer has done increasing interest income.

**Tax Collector's Report April 2018:**

J. Berendsen-Hill reviewed the April Tax Collector report and is projecting that in total she will achieve her budget, and there potentially could be a small amount of favorability.

J. Berendsen-Hill also presented the proposed list of outstanding bills to be transferred to suspense which included all outstanding personal property and motor vehicle bills. In addition, she proposed transferring 35 real estate tax bills for transfer to suspense. Connecticut General Statute 12-165 requires annual additions to the suspense tax book for those bills considered uncollectable.

A. Freidenrich made and D. Ulmer seconded a motion to transfer the list presented by the Tax Collector to the suspense rate book totaling \$160,526.24.

Vote 4-0. Motion Approved.

**BOE Financial Report:**

Review of the BOE results was deferred until a representative of the board was on hand.

**Controller's Report:**

K. Redmond reviewed year to date and projected results. Forecasted favorability is approximately \$287K net of both revenues and expenses.

**Charter Revision Commision (CRC):**

D. Ulmer discussed his meeting with the CRC and the role of the BOF regarding capital close-outs. The board discussed and was in agreement that capital close-out should fall under the purview of the BOF. D. Ulmer made and J. Mancini seconded a motion that the following be sent to the CRC:

"At our meeting last evening, we discussed and approved the following language for an addition to the Charter on the topic of Capital closeouts:  
New Section 10-2 d (10-2d becomes 10-2e and 10-2e becomes 10-2f)  
Appropriations or transfers of unexpended capital project balances shall be determined by the Board of Finance. In accordance with General Statutes, such funds may be used for payment of debt servicing, payment of Approved Capital projects, payment into the General fund, or payment into the Capital Reserve Fund per Section 10-2c."

Vote 4-0. Motion Approved.

**Old Business:**

None.

**New Business:**

D. Ulmer reviewed an opinion from Town Counsel regarding Town Board or Commission use of social media as it related to a complaint raised by a member of the BOE.

D. Ulmer discussed the latest guidance from the State for FYE 19, which results in approximately \$600K more than budgeted.

**Executive Session:**

At 8:36 pm D. Ulmer made a motion to go into executive session with the Director of Finance to discuss personnel issues. Motion seconded by D. Moccia. Vote 4-0. Motion approved,

The BOF came out of executive session at 8:59 pm. No action was taken.

J. Mancini made and A. Freidenrich seconded a motion to recess the BOF meeting at 9:16 pm for the purpose of calling to order the Town Meeting adjourned from May 7, 2018. Vote 4-0. Motion Approved.

D. Moccia made and D. Ulmer seconded a motion to re-convene the BOF at 9:19 pm. Vote 4-0. Motion Approved.

**BOE Financial Report:**

F. Walton reviewed the most recent BOE results noting forecasted net favorability of \$137K.

**Mill Rate:**

D. Ulmer move and D. Moccia seconded a motion to approve the following as a result of the referendum:

"I move that the tax rate for the Town of Ridgefield be 27.78 mills on the Grand List of October 1, 2017 and that said taxes shall become due and payable on July 1, 2018. Each motor vehicle tax bill shall become due and payable July 1, 2018. Each real estate and personal property bill in excess of \$100.00 may be paid quarterly. If any quarterly installments that shall not be paid within thirty (30) days after the same becomes due, then the unpaid quarterly tax thereof shall be subject to interest at the rate of eighteen (18) percent annually or one and one-half (1.5) percent each month, or part hereof, from the due date, or a minimum interest fee of \$2.00 (CGS §12-146). Each motor vehicle tax bill shall be paid in full by August 1, 2018, and if not so paid, interest shall be charged at one and one-half (1.5) percent each month, or part thereof, from July 1, 2018 or a minimum interest fee of \$2.00 (CSG §12-146)."

Vote: 4-0. Motion Approved.

**Adjournment:**

A. Freidenrich made and D. Ulmer seconded a motion to adjourn the meeting at 9:24 p.m.

*Respectfully submitted by Kevin Redmond.*