



Town of Ridgefield

Board of Finance

Approved Meeting Minutes

Tuesday March, 17, 2020

I. Call to order

D. Ulmer called to order the regular meeting of the Board of Finance at 7:30 PM March 17, 2020 via telephone conference call due to recent Coronavirus Outbreak.

Board Members D. Ulmer, G. Kabasakalian, M. Rettger A. Freidenrich, K. Ogden present.

II. Comments from the Public- None

III. Approval of Minutes- M. Rettger had emailed suggestions of changes for prior meeting minutes. Per D. Ulmer, postpone until next meeting.

IV. Treasurer's Report-Report provided. K. Ogden previously had asked for commentary to go along with report; not provided at this time. Currently there is a good handle on expenses. Being very careful with everything regarding the virus and FEMA. D. Ulmer to ask Molly McGeehin to attend April meeting.

V. Tax Collector-Jane Berendsen Hill present. Boehringer Ingelheim paid 4th quarter taxes in February; this makes February's numbers look high. No major problems. The only way dates and interest can be changed for taxes is by a Governor executive order. The Governor called for an extension in the past due to Hurricane Sandy. Escrow companies provide about \$9 million automatically in payments. There are an increasing number of residents who pay online. If anyone pays online, their next payment will provide them with a reminder. They can also use electronic checks. The Town Hall is currently closed to the public due to the Coronavirus leaving residents unable to make payments in person. When setting the interest rate for the deferred tax program for the elderly, it should reflect our cost of borrowing. Motion to set rate at 3% by A. Freidenrich, seconded by K. Ogden. All in favor.

VI. Controller's Report-Kevin Redmond present. Too early to see true impact of the COVID 19 closures on revenues. Park & Rec. will have an issue on the revenue side; memberships are

extended. Some expenses should go down for Parks & Rec. Other costs will be a revenue loss without an offset. Golf has started due to warm past weekend. The restaurant is open for take-out. Building Planning & Zoning will be less than forecasted. Recording and Conveyance unsure at this time; may not be a benefit. All line items should be impacted by the Coronavirus except for ambulance. On the expense side-no extraordinary expenses so far. Currently running Town Hall on a skeleton staff. Most staff are still being paid; most town employees are union. If employees are not in the office, they should be working from home if possible. Some departments are able to work from home; not all. Parks & Rec should still achieve their goals and budget. Snow removal; why 65% when it's barely snowed? Costs are due to product use for ice events in December, January and February. This budget is usually used early in the year.

VII. Ordering/Calendar BOF Deliberation Meetings- Tentatively scheduled BOF meetings as follows: Public hearing April 27, 7:00pm ERMS auditorium. Budget meetings April 28, 29,30, May 4, 5,6,7, 7:00 pm.

VIII. Old Business- In light of schools closed due to Coronavirus can BOE discuss consequences at the next meeting? How are contracts dealt with during this unforeseen circumstance? Will any private schools' kids transfer to public schools due to possible recession? Has that happened in the past? Can this happen again? Many issues need to be discussed.

IX. New Business- Motion to change BOF meeting times from 7:30pm to 7:00pm by M. Rettger, seconded by K. Ogden. All in favor. Have budget books been received? Budget forecast was provided, current revenues provided. Have to look closely at fund balance. BOE-soft numbers regarding fuel expenses. Can BOF get updated numbers at next meeting? Should BOF see savings due to kids not being in school due to Coronavirus? Currently all school work being done on-line. There should be facility savings. Will have a better idea of numbers toward end of June. The sports line should be affected; revenue should have off-sets.

X. Adjournment-motion to adjourn at 8:30 by A. Freidenrich, seconded by M. Rettger. All in favor.

Next meeting April 21, 2020, 7:00 pm

Respectfully Submitted by,

Mia Belanger