



## **Town of Ridgefield Board of Finance**

### **Approved BOF Meeting Minutes**

Tuesday September 21, 2021

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

Dave Ulmer called to order the Board of Finance meeting at 7:00 PM September 21, 2021 via zoom. Board Members Dave Ulmer, Greg Kabasakalian, Mike Rettger, and Andrew Okrongly present. Karen Ogden absent.

#### Others Present:

Town Officials: Kevin Redmond Controller, Jane Berendsen Hill Tax Collector, Molly McGeehin Treasurer, Dr. Susie DaSilva School Superintendent, Dawn Norton BOE Business Manager,

**II. Public Comments-**Russ Porter from Pilgrim Hill Road asked questions in regards to use of ARPA funds and upgrades to sewer system. These will be addressed later in the meeting during Old Business.

#### **III. Approval of minutes-**

August 24, 2021 and September 8, 2021 meeting minutes reviewed and will be approved at next meeting after being amended.

**IV. Treasurer's Report-**Molly McGeehin Town Treasurer- not much to report, not many changes. Molly is looking to record the purchase of treasury funds when income is recognized.

**V. Tax Collector Report-**Jane Berendsen Hill, Tax Collector-doing well with a strong Real Estate market. August had the largest dollar amount of sales ever seen before and it continues to be strong.

**VI. BOE-** report provided to BOF members. As of June 30, 2021 the BOE has expended and obligated \$99,876,934 of their \$99,912,151 budget which represents approximately 99.96% of their appropriation. The summary of their June 30, 2021 financials consists of certified and non-certified salaries, medical and other benefits, FICA/Medicare, special education, technology, transportation, energy and food services.

Overages were due to COVID expenses which were mitigated. Year-end accruals and summer Bridge Learning program were implemented after the current report. An increase in student population enrollment was noted and Dr. DaSilva will provide those figures to the BOF. Some families are still electing to home school their children. There was discussion on HEPA filters. They are recommended but not required and are present in some spaces but not all. The COVID process' have been explained and made available to parents. In regards to Chrome Books, communications have been sent regarding the number of Chrome Books per students. Chrome Books age out and a recycle process is intact. The BOE continues to look at staffing in general. Children have the opportunity to return to the classroom and the kids are transitioning as best as possible.

**VII-Controller's Report-** Kevin Redmond, Controller-RSI annual report format was sent to BOF members by Kevin. Currently still paying bills for Fiscal 21. Final school numbers have been worked on with Kevin and Dawn Norton. **Fiscal 21 is not closed out.**

**Fiscal 22-**conveyance is strong. 17 homes sold within \$1-2 million range with 4 sales over \$2 million. Will be favorable in conveyance. Ambulance is running low. Currently have \$100,000 favorable in revenues with no report of expenses at this time. Home improvements are being done in anticipation of sales; Parks & Rec is confident of getting back to \$2.2 million gross revenue resulting in more building permit revenue.

The prior year is not yet closed out. A better view and percentages will be provided with a regular report for the next meeting. The current year to date spend running is less than the prior year. Kevin is currently looking at refunding of some outstanding bonds. This is a new opportunity for 2012 and 2013 issuance. This can be done as soon as November/December with a potential savings of \$800,000 depending on market conditions.

**VIII. Old Business-**ARPA-American Recovery Plan Act. Mike and Greg sit on this committee. They have only had 1 meeting regarding the use of ARPA funds.

**IX. New Business-** The question was posed on whether there is a process to periodically review the status of capital budget items. There used to be a process which needs to be reinstated. A status report has been requested by the BOF for all capital projects. This can be quarterly or semiannually.

**X. Adjournment-**motion to adjourn at 8:17 p.m. by Greg Kabasakalian seconded by Mike Rettger All in favor. Next meeting October 19, 2021

Respectfully Submitted by,

Mia Belanger