

**Town of Ridgefield
Charter Revision Commission
Special Meeting
May 26, 2010 7:00PM
Town Hall – 2nd Floor**

Present: **John McNicholas, Chairman**
 Sharon Hyde, Vice Chair
 Tiffany Lenz
 Charles Primerano
 Lisa Carroll
 Andrew Kelemen

Not Present: **Tiffany Lenz**

MEETING MINUTES

(These Minutes are intended to be a summary of the Meeting and not a verbatim recording)

The meeting was called to order by Vice Chair Sharon Hyde, Chairman John McNicholas was recording Minutes, at 7:06PM.

Item #1

Report on Grants Commission by Lisa Carroll.

Lisa Carroll met with Kevin Redmond, Town Controller re: Grants Commission. Lisa reported that some groups receiving grants are listed differently, some are Community Grants given to 3rd party entities while others are operating transfer in the budget. Some should be under Community Grants and others under Operating Budget Transfers. Lisa reported that this time is an opportunity to correct and codify the Grant System in Town.

Lisa further reported that Operating Budget Transfers reflect agreements between the Board of Selectmen and various groups. Lisa said that K. Redmond gets letters asking for grants. Mr. Marconi then reviews them and makes suggestions to send them to the Board of Selectmen.

Lisa reported that no town other than Ridgefield has a Grants Commission in their Charter. She also said that K. Redmond was not aware of this issue. K. Redmond is not aware of any item that can be seen as In-Kind donations.

Andrew Kelemen made a motion to review the language of Lisa Carroll's Grant Commission document and it was seconded by Charles Primerano.

Changes in the Language of Lisa Carroll's Grants Commission Report

Paragraph #1 – No changes.

Paragraph #2 – Add "... Receive and Review"

Paragraph #3 – Changes were accepted that were in the column of report.

Paragraph #4 – No changes.

Motion was made to accept the "Grants Commission Report" as corrected.

Item #2

Discussion of Proposed Report to the Board of Selectman

Lisa Carroll's Grants Commission will be added to the Final Report.

Charles Primerano discussed technical issues on the preparation of the Table of Contents of the Final Report.

Commission unanimously agreed that the Final Report should be finished by June 1 in the "Final language" stage.

Commission agreed that the Final Draft Report would be voted upon at the June 1st Meeting.

Charles Primerano advised that the Draft Final Report would be ready on Sunday May 30th for discussion and vote on June 1st.

Sharon Hyde agreed with John McNicholas that report should be present to Town Clerk on June 2, 2010 and agreed to do so together.

Meeting adjourned.

John McNicholas, Chairman