



Town of Ridgefield
BOF Approved Meeting Minutes
Special Meeting, Monday, February 9, 2026
Final Approved

I. Call to order

Mike Rettger called a special meeting of the Board of Finance to order at 4:30 p.m. on Monday, February 9, 2026 in the Town Hall large conference room. Board Members Mike Rettger, Dave Ulmer, Greg Kabasakalian and Joe Shapiro present, and Andrew Okrongly present via Zoom.

Others Present: Kevin Redmond, Controller; Alison Castoral, Assistant Controller; Dr. Susie Da Silva, Superintendent of Schools; Jill Browne, RPS Director of Finance; Kathryn Graf, Chair of the Budget, Finance, and Operations Committee of the BOE; Leslie Zoll, a Principal of CPA (by Zoom); Harold Smith of CLA (by Zoom); and Grace Musiitwa of CLA (by Zoom).

II. 2025 Audit Report & Management Letter

Ms. Zoll reviewed the recently completed CliftonLarsonAllen LLP independent auditors' report of the Town's financials as at June 30, 2025 and for the fiscal year then ended, including federal and state single audit reports. Ms. Zoll stated that the audit report of the Town was a "clean opinion" and that the federal and state reports contained no material compliance issues. Ms. Zoll made a presentation regarding some financial statement highlights and she discussed specific points in the management letter and audits. These included comments regarding the BOE closing process, a comment regarding the Town's use of a spreadsheet to record fixed assets, and a recommendation regarding fraud risk assessment. She noted none of the three was considered a control weaknesses, but all three had been made in the prior year report. She also noted a finding of a non-material compliance issue for the BOE in one of the federal grant programs reviewed.

Members discussed each of the comments with Ms. Zoll as well as with Dr. Da Silva, Ms. Browne, and Mr. Redmond. Ms. Browne noted that a transition in the BOE's financial system precluded making major changes in accounting procedures this past year, but the issue could be reviewed once that was completed, which should occur shortly. The BOE was asked to review the comment and provide an update to the BOF in April or May. Mr. Redmond was asked to

review a list of possible fixed asset packages provided by Ms. Zoll, relative to the Town's current procedures and needs, and provide an update to the BOF in a May or June timeframe. Ms. Graf offered to work with the BOF to explore the feasibility and costs of doing a fraud assessment project.

III. Adjournment

Motion to adjourn at 5:25 p.m. by Mr. Ulmer, seconded by Mr. Shapiro. All in favor.

Next BOF meeting February 18, 2026.