

**NORFOLK BOARD OF FINANCE  
MINUTES OF AUGUST 12, 2025 MEETING**



Members present were: M. Sconyers, J. Bickford, M. Kwast and J. Tarrant.

The meeting was called to order at 7:30 p.m. by M. Sconyers.

The June 10, 2025 minutes were approved on Motion of M. Kwast second by J. Bickford and unanimously approved.

The First Selectman reported that the Town has begun the changeover to utilizing QuickBooks. The First Selectman's office is working on sorting through discrepancies and is hopeful to be in a position to provide more useful data by next month.

The Planning and Zoning Commission approved the Manor House's application, however the opponents filed litigation against the PZC. The Town is incurring significant expenses as a result of the ongoing litigation, primarily in the nature of attorney's fees. The First Selectman has contacted CIRMA to offset costs.

First Selectman Riiska has begun the transition process out-of-office, meeting with Selectman Henry Tirrell twice per week. The Firehouse building is considerably over budget. A meeting is scheduled August 13<sup>th</sup> to trim back expenses. The First Selectman has been in frequent contact with the construction company and architects to try to reduce costs. The First Selectman is hopeful for updated drawings by the September PZC meeting. The monitor on the roof, hose tower and bay garage for storage are being considered for elimination. The Town committed to fund the new Firehouse at \$3.5 million at an unknown interest rate. The Chairman of the BOF and the First Selectman are further exploring the establishment of a Fire District to fund the Fire Department (rather than the Firehouse). The First Selectman is at the information collecting stage of this process. The Board raised various questions regarding the potential formation of a Fire District.

There was nothing under 2/3 vote.

Under Public Comment: Superintendent Kevin Case introduced himself to the Board and is thrilled to be here to serve the Norfolk community and looks forward to collaboration.

On Motion of J. Tarrant, second by M. Kwast and unanimously approved, the meeting adjourned at 7:56 p.m.

Respectfully submitted,

Jennifer M. Ryan, Secretary