

Town of Hampton
Board of Finance
Special Meeting
January 10, 2024
7PM

Call to Order: The meeting was called to order at 7PM.

Roll Call: Kathy Donahue, Ed Adelman, Stan Crawford, Judy Buell, Nick Brown, Joan Fox, Diane Gagnon.
Staff and Others Present: Selectman John Tillinghast, Treasurer Ellen Rodriguez, Recording Secretary Dayna McDermott-Arriola

Citizen Comments: none.

Approval of Minutes

Motion: Ed Adelman, seconded by Joan Fox, to approve the Minutes of the Regular Meeting of December 13, 2023 with the following amendment: under Discussion of Fire Department Truck “Chairman Donahue reported on some details regarding a new fire truck, recently discussed at a meeting of the Fire Department that she *and First Selectman Cahill* attended.” Motion carried unanimously, Nick Brown, Joan Fox, and Diane Gagnon abstaining.

Reports/Actions

First Selectman: Selectman Tillinghast reported that a contract has been signed for the Town Hall’s firewall; Chairman Donahue added that Windham’s IT Department, which the Town uses, is hiring additional computer support. Mr. Tillinghast also announced that the new Town truck has been delivered. Stan Crawford reported continual difficulty with closing and locking the Community Room door, noting that this has caused it to be left unlocked when Town Hall is closed; Mr. Tillinghast said Rick Nichols will be contacted to fix it.

Tax Collector: The monthly report has not yet been received.

Treasurer: Treasurer Rodriguez requested six transfers.

Motion: Joan Fox, seconded by Nick Brown, to approve the following transfers: \$7680 to # 6000-07 Selectman Computer Support from #7000 Contingency (to fund cyber security contract); \$70.00 to # 6001-12 Tax Collector Miscellaneous from # 6001-07 Tax Collector Professional; \$30.00 to # 6009-04 Election Postage and Supplies from # 6009-02 Election / Other Workers Pay; \$81.00 to # 6013-17 Community Center Supplies/ Maintenance from # 6013-15 Community Center Cleaning; \$478 to # 6001-14 FD Incentive Administration Fee from # 7000 Contingency; \$1556 to #6100-14 Fire Department Incentive from #7000 Contingency.
Chairman Donahue requested an update on the Town’s American Recovery Program Award funds for the next meeting. To Joan Fox’s question on a meeting regarding the Solar Park, Chairman Donahue said that Town officials would be meeting with the Auditor to discuss how to address this deficit in the Audit.

Boards of Education:

Chairman Donahue reported that RD#11 has hired a new Superintendent. She also reported that Board of Finance alternate member Kathi Newcombe was attending and recording a public meeting with State representatives regarding the regional district’s schools, and that the recording could be distributed to members on request. Chairman Donahue also reported that there was one recent expulsion at the school.
To Diane Gagnon’s question on the number of students in Hampton Elementary School’s sixth grade, Chairman Donahue reported that there were eight.

Board of Finance Committees

Policies and Procedures Committee: No report.

Correspondence: Chairman Donahue reported receipt of financial reports from the schools, and the Fire Department’s census.

Old Business

a. Discuss Budget Requests and Timelines

Chairman Donahue reported that requests for department budgets have been sent and will probably be received in February and March. She expects that a special meeting will need to be scheduled. To Stan Crawford's question on increasing the employee and town contributions to the IRA, Treasurer Rodriguez said that the Town offers the legal limit.

b. Discuss and Possible Action on Recommendation for Fire Truck

Chairman Donahue stated that she has not received any further information from Fire Chief Rich Schenk. To Joan Fox's question on whether the new truck could be electric, Chairman Donahue replied not at this time. Ed Adelman raised concerns regarding the Board of Finance exercising due diligence on the purchase. Chairman Donahue explained that the Fire Department Committee is conducting an in depth study of the purchase in order to custom build exactly what the Town requires. She also noted that the Board of Finance makes a recommendation on the purchase and that the final decision is with voters. Nick Brown asked what the Board of Finance's role would be in financing. Chairman Donahue stated that the finance board would arrange the financing and that the current company is offering an annuity, with 5% interest, on the Town's deposit toward the purchase. She also said the Town expected to use the ARPA funds and the accumulated amount in the Capital account.

Suggestions for Next Agenda: Chairman Donahue encouraged members to forward suggestions for the next meeting. As the February Meeting is scheduled for Valentine's Day, by general consent it was decided to schedule the February Regular Meeting on Thursday, February 15, at 7PM. The Recording Secretary will notify the Town Clerk of this change.

Date, Time and Place of Next Meeting: February 15 at 7PM in the Community Room of Town Hall.

Adjournment: There being no further business to come before the Board, the Meeting adjourned at 7:28PM.

Respectfully submitted,

Dayna McDermott Arriola
Recording Secretary

This is a draft version of the Minutes until approved by the Board of Finance.