

Town of Hampton  
Board of Finance  
Regular Meeting  
December 10, 2025  
7PM

**Call to Order:** The meeting was called to order at 7:02PM.

**Roll Call:** Kathy Donahue, Ed Adelman, Judy Buell, Kate Donnelly, Regina DeCesare, Fran Gustavesen, Kathi Newcombe, Treasurer Ellen Rodriguez, Hampton Elementary School Board of Education Chairman Mark Becker, Recording Secretary Dayna McDermott-Arriola.

Regina DeCesare was seated, upon request, for Joan Fox.

**Motion:** Judy Buell, seconded by Kate Donnelly, to seat Fran Gustavesen for Nick Brown. Motion carried unanimously.

**Citizen Comments:** none.

**Approval of Minutes**

**Motion:** Ed Adelman, seconded by Regina DeCesare, to approve the Minutes of the Regular Meeting of November 12, 2025. Motion carried unanimously, Judy Buell abstaining.

**Reports/Actions**

**First Selectman:** The First Selectman was not present.

**Tax Collector:** None received thus far this month.

**Treasurer:** Treasurer Rodriguez requested one transfer.

**Motion:** Ed Adelman, seconded by Judy Buell, to approve the following transfer: \$1060 to #6300-00 Sanitation Transfer Station from #7000 Contingency to cover the cost of the hazardous waste collection event. Motion carried unanimously.

Treasurer Rodriguez stated that the fee was based on usage.

Treasurer Rodriguez also reported that the auditor requested an extension.

**Boards of Education:**

**Hampton Elementary School:** Chairman Becker reported that new board members have received some orientation and committees will be assigned. Goals are being developed, and the budget process will start in the new year.

Chairman Becker distributed one copy of the *Oil Tank Enclosure Project*, which included a picture and a quote from a local company. The item was added to the Agenda.

**Regional District #11:** Chairman Donahue reported that the school's business manager has recommended a rate of 3% of the school's yearly budget, approximately \$8,000, for tuitioning students. Currently that amount is approximately \$7,000. The Central Office Committee has met and will continue to meet regarding the Superintendent's review. She also reported on various activities and the school's receipt of a grant for grief counseling. Kate Donnelly also mentioned that the district has received some grants as a result of applying for funds with other area towns.

**Policies and Procedures Committee:** Chairman Donahue explained that the draft version of the policies and procedures developed were distributed to members and to the Town Treasurer and Hampton Elementary School Finance Coordinator and Superintendent for review several years ago. She will redistribute them to everyone. As Joan Fox has expressed interest in volunteering on the committee, her membership will constitute a quorum; therefore, the committee's meetings will be meetings of the Board of Finance, which will convene early in the new year to review the material. She reminded members that the delay in final approval was the result of the elementary school's delay in submitting their policies and procedures for inclusion, as well as answering several questions, after repeated requests to the Business Coordinator and the previous Superintendents, which the finance board still has not received.

**Correspondence:** Chairman Donahue reported receipt of the financial reports from the schools, and statements from Flushing Bank. Funds will be transferred into the Length of Service Award program for the current Fire Department recipients.

Chairman Donahue also reported receipt of a correspondence to First Selectman Cahill from Pomfret Board of Education Chairman, Leigh Grossman, regarding tuition rates for students to attend Pomfret Community School (attached). The correspondence was in response to a November 18 letter Mr. Cahill sent the Pomfret Board of Education inquiring as to tuition rates. The Boards of Education and Finance were cc'd on the correspondence, which was distributed and reviewed by board members. In response to his question, Chairman Donahue advised Ed Adelman to ask Mr. Cahill directly as to whether he acted on his own accord or was approached by others in terms of sending the request for information to the Pomfret school board.

Chairman Donahue also read Hampton Elementary School Superintendent Andy Skarzynski's response to the Chairman of the Pomfret Board of Education, and the response to Mr. Skarzynski.

#### **Old Business**

a. **Update on Contributions to Annual Report:** none.

b. **Review of By-Law Revisions**

The By-Laws were distributed. By general consent, it was agreed, per the by-laws, to eliminate under the second Citizen Comments (*limited to Agenda items and subject to Chairman's discretion*). Chairman Donahue noted that, during her tenure, citizen comments have never been limited.

#### **Additions to the Agenda**

**Motion:** Judy Buell, seconded by Fran Gustavesen, to add to the agenda Discussion and Possible Action on the Oil Tank Enclosure Project. Motion carried unanimously.

#### **Discussion and Possible Action on Oil Tank Enclosure Project**

Chairman Donahue requested details of the plan to enclose the fuel tank, for a fee of \$15,330, though the cost of materials might increase, in order to prevent people, including children, from entering the area around the tank, and to improve the aesthetics at the front of the building.

Judy Buell expressed concern that the school received only one estimate. Her sentiment was echoed by other board members. Chairman Donahue also reported that First Selectman Cahill expressed concerns with the cost and details of the project, and that he could support neither the project design nor its costs. She urged Mr. Becker to speak directly with him, and to secure additional bids.

**Motion:** Ed Adelman, seconded by Regina DeCesare, to use up to \$19,000 from the Hampton Elementary School's Capital & Non-Recurring Account for the Oil Tank Enclosure Project.

**In Favor:** Ed Adelman, Kate Donnelly

**Opposed:** Kathy Donahue, Judy Buell, Regina DeCesare, Fran Gustavesen

Motion fails, 2-4.

**Citizen Comments:**

Ed Adelman mentioned the passing of former elementary school board member, Anne Gruenberg. A memorial service will be held at Eastern Connecticut State University.

**Suggestions for Next Agenda:** Members are encouraged to send suggestions for discussion to the Chairman.

**Date, Time and Place of Next Meeting:** January 14, 2026 at 7PM.

**Adjournment:** There being no further business to come before the Board, the Meeting adjourned at 7:40PM.

Dayna McDermott Arriola  
Recording Secretary

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