

Town of Hampton
Board of Finance
Regular Meeting
April 23, 2019
7:10 p.m.
Hampton Town Hall

Call to Order: The meeting was called to order at 7:11 p.m.

Members/Alternates Present: Nick Brown, Perry Matchinis, Rick Matejka, Ed Adelman, Kathy Donahue, Kathi Newcombe, Stan Crawford, Lisa Sanchez

Staff and Others Present: Selectman Bob Grindle, Building Inspector John Berard, Treasurer Ellen Rodriguez, and Recording Clerk Dayna McDermott-Arriola.

Motion: Kathy Donahue, seconded by Perry Matchinis, to seat Stan Crawford for Rick Matejka. Motion carried unanimously.

Citizen Comments: none.

Presentations:

Hampton-Chaplin Ambulance Corps: tabled.

Building Department: Building Inspector John Berard explained the role of the Building Department Clerk in organizing several years of files that included records from the Building Department, Planning and Zoning, and the Department of Health, the result of a Freedom of Information request which signaled the need for an organized filing system. On the advice of the Town Planner, the files will be combined to facilitate searches of records relating to properties. Mr. Berard is requesting \$4000 to fund the position this year, and \$6000 in FY2019-2020, with additional compensation as needed supplied through Inland Wetlands as the Wetlands Enforcement Officer also uses the services of the Building Department Clerk.

Discussion of FY2019-2020 Budgets

Finance Board members reviewed the budget by line item.

Treasurer Rodriguez reported that she has yet to receive any further details on the Hampton Chaplin Ambulance Corps request. Selectman Grindle reported that First Selectmen Al Cahill and Bill Rose are working together towards obtaining information from the HCAC on coverage and its compensation, and that NECOG is also working on the issue of first respondent coverage in the region's towns.

Kathy Donahue explained Scotland's method of providing and financing coverage and suggested their financial documentation serve as a template in assisting the HCAC in providing the details that the members of the Board of Finance agree are necessary.

Kathi Newcombe suggested that a separate line item be included for Ambulance Daytime Coverage.

By general consent, it was agreed that Kathy Donahue will contact Ben Brockett and offer assistance and the Town of Scotland's template.

Kathy Donahue suggested that a committee be charged with reviewing the salaries of all town positions in comparison with similar municipalities, and to recommend market adjustments accordingly. By general consent it was agreed to establish this committee, and to offer all positions the 2% cost-of-living increment for now. Kathy Donahue, Lisa Sanchez and Stan Crawford volunteered to serve on the committee.

Kathy Donahue suggested that the Capital Accounts be frozen or reduced this year in order to fund the paving projects at the elementary school. She also provided current bonding rates.

Treasurer Rodriguez reduced the amount in the Revaluation Account due to a \$10,000 error, and explained that, per the Auditor's suggestion, certain items previously covered under Contingency have their own line items; however, the amount in Contingency has not been reduced accordingly.

Perry Matchinis questioned the need for additional Town owned land, funded annually by a resolution of the Town. Recreation and Senior Housing were offered as examples of potential future needs.

Ed Adelman expressed concern that the Town would not readily approve funds for projects that were not substantially funded through Capital Accounts. Kathy Donahue countered that the Town has a history of generous response, and Perry Matchinis suggested that taxpayers would fund what they believed was needed.

Kathy Donahue requested that the balances in the various Capital Accounts be distributed to the finance board members.

Kathy Donahue reviewed proposed legislation regarding the Minimum Budget Requirement she will forward to board members which allows school budgets to be reduced in accordance with decreases in student populations of the last five years. She also shared the anticipated cuts in Education Cost Sharing amounting to approximately \$175,000 for this year and \$160,000 in the next. She suggested that the Town postpone passage of the budgets until the State takes legislative action, and, like several area towns, set a Bill Rate rather than a Mill Rate.

Vice-Chairman Brown requested that, in the interest of transparency, the Hampton Elementary School Board of Education be apprised of anticipated cuts, and asked Mrs. Donahue to provide the school board with a potential figure. Mrs. Donahue stated that she could not supply an amount that the State has yet to establish, but said she would attempt to develop estimates based on population figures and would attend the next Hampton Elementary School Board of Education meeting and relay that the school board will be asked to absorb some of the anticipated cuts. Mrs. Donahue reported that she, First Selectman Cahill, and Chaplin's Board of Finance Chairman relayed information on projected reductions in ECS funding and MBR requirements to the Regional District #11 Board of Education as well.

There was also a discussion on a conflict of interest as Vice-Chairman Brown's spouse is employed at the elementary school. Ed Adelman said he obtained a legal opinion with his own prior circumstance which recommended recusal only from votes that would result in a personal financial impact. Several board members asked for the opinion in writing.

Discussion of Specifics of Request for RD#11 Financials

Vice-Chairman Brown read the letter sent in October, 2018 to Regional District #11 administrators which clearly articulated the financial information sought by the finance board. He and Kathy Donahue will meet on April 30 with Superintendent Henrici and the district business manager to review the requests. Perry Matchinis shared the 2015 budget proposal from Hampton Elementary School which contained the types of details he and other finance board members expect this year as well.

Citizen Comments: All of the Finance Board members expressed their condolences for the loss of their colleague, Michael Higgins.

Suggestions for Next Agenda:

- Election of Chairman and Vice-Chairman
- HR Committee Report
- Discuss Budgets

Date, Time and Place of Next Meeting:

May 14 Public Hearing 7PM at Town Hall

May 14 Regular Meeting 7:10PM at Town Hall

Adjournment:

There being no further business to come before the Board, the meeting adjourned at 9:18 p.m.

Respectfully submitted,
Dayna McDermott Arriola
Recording Clerk

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

