

Town of Hampton
Board of Finance
Regular Meeting
August 9, 2023
6:30PM

Call to Order: The meeting was called to order at 6:30PM.

Roll Call: Kathy Donahue, Ed Adelman, Joan Fox, Kathy Newcombe, Stan Crawford.

Staff and Others Present: First Selectman Allan Cahill, Selectman John Tillinghast, Recording Secretary Dayna McDermott-Arriola.

Motion: Ed Adelman, seconded by Joan Fox, to seat Stan Crawford for Nick Brown and Kathy Newcombe for Judy Buell, at their requests. Motion carried unanimously.

Citizen Comments: none.

Approval of Minutes:

Motion: Ed Adelman, seconded by Joan Fox, to approve the July 12, 2023 Regular Meeting Minutes. Motion carried unanimously.

Reports/Actions

First Selectman: First Selectman Allan Cahill reported that Sarah Pearl Road has been paved and that the State is chiseling the rumble strip on Route 6. He also reported that the motor vehicle tax bills have been adjusted as needed and re-sent to taxpayers. He has met with the new IT Team from Windham who plan on conducting a building audit, and has been attending the Hampton Elementary School's Finance and Operations Committee meetings as they research efficiencies in the school's HVAC system, noting logistic problems with a plan for electric alternatives to the furnace. Ed Adelman asked if the new IT Team would be resolving issues with the Town website; Mr. Cahill explained this was not within their purview. Mr. Adelman also inquired as to the status of repairing the tennis courts. Mr. Cahill explained that the estimated \$200,000 cost exceeds the amount budgeted, including the \$67,000 grant, noting that the plan to include a pickle ball court, due to citizen input, has raised the initial price of the project.

Tax Collector: Chairman Donahue has not yet received the Tax Collector's report.

Treasurer: Chairman Donahue reviewed Treasurer Rodriguez's requests for transfers and department requests for budget appropriations, noting the reasons for the additional appropriations as explained in the department requests.

Motion: Stan Crawford, seconded by Kathi Newcombe, to approve the following transfers and department requests for budget appropriations: \$206 from #6001-07 Tax Collector Professional to #6001-12 Tax Collector Miscellaneous; \$1,311 from #7000 Contingency to #6004 Town Counsel; \$805 from #7000 Contingency to #6009-01 Election Registrar; \$758 from #6100-14 FD Incentive Plan Admin Fee to #6100-05 Paramedic; \$848 from #6100-15 Emergency Management Coordinator to #6100-05 Paramedic; \$390 from #6100-00 Fire Marshal Supplies to #6100-05 Paramedic; \$156 from #6100-09 Building Inspector Supplies to #6100-05 Paramedic; \$1,627 from #7000 Contingency to #6300-03 Tipping Fees; \$684 from #7000 Contingency to #6300-04 Sanitation Trucking; \$129 from #7000 Contingency to #6300-06 MIDNEROC. Motion carried unanimously.

To Joan Fox's question, First Selectman Cahill explained that the additional amount for Town Counsel was due to legal representation in the Solar Park suit.

Boards of Education: Hampton Elementary School Board of Education Chairman Rose Bisson submitted two correspondences from the Board of Education: a request for the appointment of a member of the Board of Finance to the Board of Education's contract negotiation team; and a request to transfer the school's surplus funds of \$35,477 to its Capital & Non-Recurring Account. Chairman Donahue suggested that these items be added to the Agenda.

Board of Finance Committees

Policies and Procedures Committee: No report.

Correspondence: Chairman Donahue reported receipt of financial reports from the schools and financial institutions, as well as the two requests from the Hampton Elementary School.

Old Business: none.

New Business:

a. Discussion of Requests for FY2022-23 Annual Report

Chairman Donahue distributed the Chaplin Board of Finance's request for submissions to the annual reports and suggested that the information contained would be helpful to include in Hampton's request. She also suggested that a March deadline for submissions be imposed, and that the Town use professional services, such as those provided at Staples, to put the final report together. Members agreed with these suggestions. Chairman Donahue asked members to consider joining a committee, to be appointed at the next meeting, for the collection of the information

Additions to Agenda:

Motion: Kathi Newcombe, seconded by Ed Adelman, to add to the agenda Appointment of Board of Finance Member to the Board of Education's Contract Negotiations Team. Motion carried unanimously.

Motion: Ed Adelman, seconded by Joan Fox, to add to the agenda Transfer of Hampton Elementary School's FY 2022-2023 Surplus to the School's Capital & Non-Recurring Account. Motion carried unanimously.

Appointment of Board of Finance Member to the Board of Education's Contract Negotiations Team

Motion: Ed Adelman, seconded by Kathi Newcombe, to appoint Joan Fox to represent the Board of Finance on the Board of Education's Contract Negotiations Team. Motion carried unanimously.

Transfer of Hampton Elementary School's FY 2022-2023 Surplus to the School's Capital & Non-Recurring Account

Motion: Ed Adelman, seconded by Joan Fox, to add the Hampton Elementary School's FY2022-2023 Surplus funds of \$35,477 to the Board of Education's Capital & Non-Recurring Account. Motion carried unanimously.

To Stan Crawford's question, Chairman Donahue explained that the surplus was due to receipt of unanticipated grant funds, additional Pre-School tuition because of increased enrollment, and reductions in staff insurance.

Citizen Comments: none.

Suggestions for Next Agenda:

Chairman Donahue requested that members forward suggestions for the next regular meeting.

Date, Time and Place of Next Meeting: September 13, 2023 at 6:30PM in the Community Room of Town Hall.

Adjournment: There being no further business to come before the Board, the Meeting adjourned at 6:52PM.

Respectfully submitted,

Dayna McDermott Arriola
Recording Secretary

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

