

Town of Hampton
Board of Finance
Regular Meeting
February 12, 2020
7:00 pm
Hampton Town Hall

Call to Order: The meeting was called to order at 7:08 p.m.

Members/Alternates Present: Lisa Sanchez, Kathy Donahue, Nick Brown, Diane Gagnon, Perry Matchinis, Ed Adelman, Kathi Newcombe, and Stan Crawford.

Staff and Others Present: First Selectman Allan Cahill, Selectmen Bob Grindle and Dan Meade, Deputy Fire Chief Noel Waite, Recording Clerk Dayna McDermott-Arriola.

Citizen Comments: none.

Approval of Minutes of December 10, 2019 and January 8, 2020 Regular Meetings

Motion: Kathy Donahue, seconded by Diane Gagnon, to approve the Minutes of December 10, 2019 with the following statement stricken under New Business: Discussion on Board of Selectmen's Proposal to Rescind the Ordinance Establishing Board of Finance: "*Chairman Sanchez reiterated that many speakers advocated against scheduling both the meeting and the referendum on religious holidays, and characterized the First Selectman's response as "racist". Ed Adelman stated that his attendance at meetings was precluded at times due to conflicts with religious holidays; Chairman Sanchez vowed that would not happen while she was Chairman, and everyone concurred that it should not.*" Motion carried unanimously, Kathy Newcombe abstaining.

Motion: Kathy Donahue, seconded by Kathi Newcombe, to approve the Minutes of the January 8, 2020 Meeting. Motion carried unanimously, Lisa Sanchez and Ed Adelman abstaining.

Presentations:

Fire Department: Deputy Fire Chief Noel Waite distributed the Fire Department's proposal of \$85,825, an increase of \$17,450 largely due to the department assuming expenses previously the responsibility of the Ambulance Corps, including EMS Training and EMS Consumable Supplies. Kathy Donahue asked if the amount requested would cover the necessary upgrades to the department's emergency vehicle; Mr. Waite said that the department will seek equipment from the Corps, and that the remaining needs are included in the proposed budget.

Inland, Wetlands & Watercourse Agency: On behalf of the IWWA, member Stan Crawford presented the agency's proposal, which is level with last year's request except for an additional \$15 for the annual subscription to *The Habitat*.

Reports/Actions

First Selectman: First Selectman Cahill announced that K&B Ambulance of Killingly has been delivering emergency services since February 1, responding successfully to a half a dozen calls thus far, and that Scotland recently invited the Boards of Selectmen and Finance to a presentation on their proposal for emergency services. He reported that tax collection with the Windham office went well. The Board of Selectmen at its last meeting re-appointed Stan Crawford to serve as an alternate on the finance board. The contract for renting the basement of Town Hall is due for renewal with the Believers Mennonite Church and is increasing from \$500 to \$750 per month. Mr. Cahill also reported that the purchase order for materials to construct the proposed pavilion on the Town Hall Campus was approved using money from the Town Hall Reserve Fund; the Board of Selectmen together with the Department of Public Works and volunteers from the Believers Mennonite Church will be responsible for construction.

Tax Collector: none.

Treasurer: none.

Boards of Education: Kathy Donahue reported that the elementary school board presented its first draft of the FY2020-21 budget with an anticipated increase of \$183,000 for special education costs. Ms. Donahue also reported that the State's Educational Cost Sharing (ECS) grant will again be reduced and suggested that each school be asked to decrease their budget proposals by their proportionate share based on student enrollment. She asked members to consider sending a letter to the Regional District #11 Board of Education to that effect so that the elementary school is not asked to absorb the entire reduction.

Board of Finance Committees:

Human Resource Committee: Kathy Donahue reported that the committee has developed a comparative analysis of area towns and towns within our District Reference Group and will distribute these materials for member review and discussion at the next meeting.

Other: none.

Correspondence: none.

Old Business:

- a. **Update on Access to BoF Email Account:** Kathy Donahue will contact directly Brian Hathaway, who provides the Town's technical support, for clarification on remaining questions.
- b. **Discussion on Equipping Meeting Room with a Sound System:** First Selectmen Cahill provided the board with a portable microphone.
- c. **Renewal of Certificates of Deposit:** Treasurer Rodriguez was not present, though it doesn't appear as though the rates have changed since the last meeting.

New Business:

- a. **Budget Preparation: Schedule Tentative Dates for Presentations:** The Recording Secretary will continue to check with the Treasurer regarding the budget requests submitted and will send invitations to present the proposals accordingly.
- b. **Discussion of Board of Finance Response to Board of Selectmen:** none.
- c. **Discussion of Proposed Regional District Assessments:** Kathy Donahue explained that Scotland officials met with their State Senator to advocate a proposal for legislation that would change the formula for funding the district school from student enrollment to a per capita assessment, a measure which would raise Hampton's assessment considerably. Ms. Donahue was not sure if such legislation would apply to only our region, or could negate the existing compact. First Selectman Cahill said that based on the discussion at a meeting of the Northeastern Connecticut Council of Governments, he does not believe the legislation will pass. Ms. Donahue suggested that our own representatives be asked to keep us apprised, and directed anyone interested in additional information to the Town of Scotland's website.
- d. **Discussion of New and Future Ambulance/Emergency Services:** Kathy Donahue reviewed Scotland's proposal, which would include one ambulance, as well as a second for back-up, and fully certified Emergency Medical Technicians available 24/7, at a cost of \$165,000 per year for a three-year contract. Ms. Donahue announced that Scotland officials are planning to invite Hampton residents to an informational meeting next month, and will send the proposal distributed at the recent meeting to finance board members. First Selectman Cahill stated that the costs of other services remain fluid as they're dependent on participating towns.

- e. **Discussion of Legal Matters (Possible Executive Session)** Chairman Sanchez moved the item to the end of the meeting.

Additions to the Agenda

Motion: Kathy Donahue, seconded by Diane Gagnon, to add Letter to Regional District #11 Board of Education to the Agenda under Item 9.a. Motion carried unanimously.

- a. **Discussion of Letter to Regional District #11 Board of Education:** Kathy Donahue reported that the amount of the FY2020-21 ECS reduction is \$53,194, half of the original \$106,388 of the State's two-year budget, and First Selectman Cahill explained that the formula is based on demographics and the Town's ability to pay.

Motion: Diane Gagnon, seconded by Perry Matchinis, to send a letter to the Regional District #11 Board of Education requesting that the RD#11 budget absorb its fair share of the ECS reduction. Motion carried unanimously.

Chairman Sanchez and Kathy Donahue agreed to draft the letter.

Motion: Ed Adelman, seconded by Kathy Donahue, to add discussion of Meeting Dates and Times to the Agenda under Item 9. b. Motion carried unanimously.

- b. **Discussion of Meeting Dates and Times:** Ed Adelman voiced his concern that the current date for finance board meetings, the second Wednesday of every month, conflicts with Meetings of the Green Energy Committee. After discussion, it was agreed by general consent to postpone a decision until next month after everyone reviews the Town, and their personal, calendars.

Citizen Comments: none.

The Board Recessed for Five Minutes

Discussion of Legal Matters (Possible Executive Session)

Motion: Kathy Donahue, seconded by Diane Gagnon, to enter Executive Session at 8:20PM to discuss a legal matter. Motion carried unanimously.

Present for the Executive Session: Lisa Sanchez, Kathy Donahue, Perry Matchinis, Nick Brown, Diane Gagnon, Ed Adelman, Kathi Newcombe, Stan Crawford, and Al Cahill.

Motion: Ed Adelman, seconded by Diane Gagnon, to reconvene the public session. Motion carried unanimously.

Public Session Reconvened at 8:56PM.

Suggestions for Next Agenda:

Access to BoF Email Account

Roll Call/Seating of Alternate as a Permanent Addition to the Agenda Directly After Call to Order

Discuss Meeting Dates and Times

Discuss Future Procedures

Review Annual Report

Discuss February Transfers under Treasurer's Report

Review Rates for Certificates of Deposit

Budget Presentations: Planning & Zoning Commission

Date, Time and Place of Next Meeting: Regular Meeting on March 11, 2020, at 7 p.m. in the Community Room of Town Hall.

Adjournment:

There being no further business to come before the Board, the meeting adjourned at 9:05PM.

Respectfully submitted,

Dayna McDermott Arriola
Recording Clerk

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