

Town of Hampton
Board of Finance
Special Meeting
September 19, 2023
7:00PM

Call to Order: The meeting was called to order at 7:00PM.

Roll Call: Kathy Donahue, Joan Fox, Nick Brown, Diane Gagnon, Kathy Newcombe, Stan Crawford.
Staff and Others Present: First Selectman Allan Cahill, Treasurer Ellen Rodriguez, Recording Secretary Dayna McDermott-Arriola.

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

Citizen Comments: none.

Approval of Minutes:

Motion: Stan Crawford, seconded by Kathi Newcombe, to approve the August 9, 2023 Regular Meeting Minutes with the following amendments: Strike “Motion: Ed Adelman, seconded by Joan Fox, to seat Stan Crawford for Nick Brown and Kathi Newcombe for Judy Buell, at their requests” for “*Nick Brown designated Stan Crawford and Judy Buell designated Kathi Newcombe to serve in their absences*”; under Report of the First Selectman “the estimated \$200,000 cost exceeds the amount budgeted, including the \$67,000 STEAP grant”; under Appointment of Board of Finance Member to the Board of Education’s Contract Negotiations Team insert “*Chairman Donahue asked for volunteers*”; under Transfer of Hampton Elementary School’s FY2022-2023 Surplus to the School’s Capital & Non-0Recurring Account insert “*Chairman Donahue noted that the transfer requires Board of Finance approval*”. Motion carried unanimously, Nick Brown abstaining.

Reports/Actions

First Selectman: First Selectman Allan Cahill reported that although the town suffered modest damage from the recent storm, the road crew will be occupied with repairs for several weeks. He announced that the town has applied for a STEAP Grant for the Little River Preserve to cover a board walk, parking lot and other improvements totaling \$180,000. He explained that a Town Meeting is scheduled for September 21 to discuss the September 28 referendum questions asking residents to approve the appropriation of \$160,000 from the Undesignated General Fund for the General Government for the 2023-2024 fiscal year to compensate for the shortfall caused by the Department of Motor Vehicle’s computer errors; and to appropriate an additional \$290,000 from the Undesignated General Fund for Town Hall Campus and Community Center Improvements. These include repairs and painting of the Community Center, finishing the paving, and installing the pickle ball courts, as well as IT upgrades at Town Hall.

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

Treasurer: Treasurer Rodriguez requested one transfer.

Motion: Nick Brown, seconded by Stan Crawford, to transfer \$440.00 from #6013-03 Town Hall Electricity to #6013-17 Community Center Supplies/Maintenance. Motion carried unanimously.

The Board directed Treasurer Rodriguez to renew the Certificate of Deposit that is maturing prior to the next meeting. Kathi Newcombe asked if all of the Town’s funds are now insured. Treasurer Rodriguez will email the latest report to members. She will also report on the amount in the Undesignated General Fund after the referendum vote.

Boards of Education: Joan Fox reported that *U. S. News and World Reports* has ranked Parish Hill 31st among high schools. To First Selectman Cahill’s question on the criteria used, graduation rates, student-teacher ratio, parental involvement, and AP classes passed were listed. Ms. Fox also reported that the R.D. #11 board has adopted a policy that requires students to deposit their cell phones into a container during class.

Board of Finance Committees

Policies and Procedures Committee: No report.

Correspondence: Chairman Donahue reported receipt of financial reports from the schools and the end-of-the-year report from the Tax Collector.

Old Business: none.

New Business:

a. Discussion and Possible Action on Recommendation for Additional Appropriations from the Undesignated Fund

First Selectman Cahill distributed the *General Data Personal Property Town of Hampton* report and the correspondence from the Tax Collector detailing the amount needed to cover the “shortfall in actual levy versus budgeted tax revenue”. The Tax Collector and the First Selectman thanked Assessor Jody Heon for completing the adjustments. Affected taxpayers received revised bills and refund forms.

Chairman Donahue listed the expenses covered in the request for additional appropriations as follows:

Town Hall Campus:

- \$130,000 Pickleball/Tennis Courts (\$67,000 STEAP award reduces \$200,000 cost to refurbish courts)
- \$75,000 Parking Lot Pavement
- \$3000 Handicap Ramp Paint
- \$20,000 IT Upgrades
- \$228,000 Subtotal

Community Center:

- \$35,000 Parking Lot Pavement
- \$25,000 Paint Building
- \$10,000 Barbecue Pit-Shelter
- \$70,000 Subtotal

Total: \$298,000

First Selectman Cahill noted that all of these expenses are included in the Town’s 5-Year Plan.

Nick Brown asked what would happen if the taxpayers were to vote against the appropriations to cover the shortfall. Mr. Cahill stated that supplemental tax bills would be issued. Mr. Brown also asked why the additional appropriations for improvements were being requested at this time. Mr. Cahill stated that the Town will lose the STEAP grant if it is not used, noting that the capital accounts haven’t been funded in the last few years.

Motion: Nick Brown, seconded by Stan Crawford, to recommend the additional appropriations from the undesignated fund. Motion carried unanimously.

Citizen Comments: none.

Suggestions for Next Agenda: Annual Report Progress; Report on ARPA funds and usage; Chairman Donahue urged members to forward other suggestions for the next meeting.

Date, Time and Place of Next Meeting: October 11, 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 7:40PM.

Respectfully submitted,

Dayna McDermott Arriola
Recording Secretary

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

