

Town of Hampton  
Board of Finance  
Regular Meeting  
September 11, 2018  
7:00 pm  
Hampton Town Hall

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

Members/Alternates Present: Ed Adelman, Mike Higgins, Perry Matchinis, Rick Matejka, Nick Brown, Kathy Donahue, Stan Crawford and David Fowler.

Staff and Others Present: First Selectman Al Cahill, Selectman Bob Grindle, Treasurer Ellen Rodriguez, Recording Clerk Dayna McDermott-Arriola, Hampton Elementary School Board of Education Chairman Rose Bisson and Board of Education member Mark Becker.

Vice-Chairman Brown seated Stan Crawford for Jeff Clermont.

**Citizen Comments:** none.

**Approval of Minutes:**

**Motion:** Ed Adelman, seconded by Mike Higgins, to approve the August 14, 2018 Regular Meeting Minutes with the following amendment under the Report of the First Selectman: "...the Town signed a contract with...*representatives of the Mennonite community* for use of the lower level of Town Hall." Motion carried unanimously.

**Presentations:** none.

**Reports/Actions**

**First Selectman:** First Selectman Cahill reported that the Town approved the contract for completion of the windows in the lower level of Town Hall. Removal of potentially hazardous trees continues. The Fire Department construction project is on schedule, however the addition to the building is 3% over the square footage approved and allowed on the non-conforming lot and will require another hearing before the Planning and Zoning Board of Appeals to request a variance. First Selectman Cahill also reported that an owner of land along the Little River has contacted the Town with an interest in selling the parcel. The Board of Selectmen has directed the First Selectman to pursue possible purchase.

**Tax Collector:** Vice-Chairman Brown reviewed the Report of the Tax Collector, which reported deposits for the month of August of \$11,513.46 in cash, \$1,590,932.02 in checks, and \$486,236.58 in online payments, for a total of \$2,088,682.06. Year to date the Town has deposited \$5,443,356.42 and received \$652,801.52 in online payments for a total of \$6,096,197.94. We have paid \$6,630.77 in refunds and \$7,372.40 in bounced checks, leaving a net collection of \$6,082,194.77. The percentage of collection for the month of August is 52.83%.

**Motion:** Perry Matchinis, seconded by Stan Crawford, to accept the Tax Collector's Report. Motion carried unanimously.

First Selectman Cahill noted that the Board of Selectmen tabled acceptance of the Tax Collector's Report at their Meeting due to the different format which resulted in confusion over the discrepancies in the reported collections, and explained that the Selectmen have since learned that the \$6,096,197.42 amount reflects the calendar year and the 52.83% collection rate reflects the fiscal year.

**Treasurer:** Ellen Rodriguez reported that the Auditor is expected to start the Audit next week.

**Board of Education:**

Chairman Bisson reported that the Board will be submitting a written request to put the \$14,000 of unexpended funds from FY2017-2018 into the Capital & Non-Recurring Account toward repaving the

parking lot. Board member Mark Becker reported on the Superintendent's research on reducing three bus routes to two. The current company, First Student, concluded that changes would result in extra half hour rides which would require adjustments in the school's schedule; cost-savings under this plan have not been determined. A second company from Boston would conduct the study if the school entered a contract for the purchase and use of their GPS system for \$1600 per year; the Board would need to look into current policies regarding the use of a GPS system. EastConn would conduct the study for \$3000. Having reviewed the current routes, Kathy Donahue advocated for the use of local officials, from the Boards of Education and Finance, to conduct the study because of their familiarity with town roads, noting that this method would come at no cost to taxpayers. She and Perry Matchinis also suggested that the cost of transportation to and from Parish Hill Middle/High School should be included in Regional District #11's budget, not the elementary school's. Mr. Matchinis noted that the elementary school's routes should not be dependent on Parish Hill's routes, and Ms. Donahue noted that regionalizing tri-town routes to the middle/high school could also result in a reduction of buses. Vice-Chairman Brown requested that the line item costs of transporting students to and from the elementary and middle/high schools be separated. Chairman Bisson agreed to comply with this request, but claimed that previous attempts to transfer those transportation costs to the RD# budget had failed. Kathy Donahue also asked if the school was establishing another pre-school classroom to accommodate additional students. Chairman Bisson said that currently the pre-school, with 18 students, is at its legal capacity, and that if a new student requiring special educational services were to enroll, the school would have to add another pre-school classroom. If this becomes necessary, schools officials have identified items in the budget from which funds would have to be taken and applied to the new classroom.

**Board of Finance Committees:**

**HR Committee:** none.

**Fiscal Policy and Procedures Committee:**

Mike Higgins volunteered to serve as Chairman of the Committee in order to schedule and post meetings.

**Correspondence:** none.

**Old Business:** none.

**New Business**

- a. **Update on Fire Department Project:** covered under First Selectman's Report
- b. **Update of Hampton Elementary School Contract Negotiations**  
Ed Adelman reported that a schedule of meetings has been established, with a mediation date of November 5, 2018 and an arbitration date of November 16, 2018.
- c. **Discuss and Act on Hampton Elementary School 2018-2019 Budget Proposal**  
Chairman Bisson distributed the draft version of the FY2018-2019 budget, approved by the Board of Education on August 22, 2018, explaining that the \$40,857 reduction, which the State confirmed was the lowest amount allowable to meet the Minimum Budget Requirement, was due to the resignation of a teacher who was compensated at a higher rate and required more insurance than the newly hired teacher. To Kathy Donahue's question, Chairman Bisson stated that the board also identified efficiencies in order to apply approximately \$20,000 towards increasing the computer teacher's time, purchasing an ADA compliant computer, and for additional instructional supplies, library books and legal fees. Chairman Bisson stated that the budget would also cover the cost of ADA compliant doors which need to be installed. Stan Crawford asked if the reduction in the cost of electricity was the result of a properly operating system; First Selectman Cahill stated that the Green Energy Committee would meet the next night and could answer the question.

Chairman Bisson also agreed with Kathy Donahue's request that the Budget v. Actual reports be posted on the school website.

**Motion:** Ed Adelman, seconded by Mike Higgins, to approve the Draft FY2018-2019 Hampton Elementary School Budget, dated August 23, 2018. Motion carried unanimously.

**Citizen Comment:** none.

**Suggestions for Next Agenda:**

Discuss and Act on a Schedule of Regular Meetings for 2019.

**Date, Time and Place of Next Meeting:**

Regular Meeting on October, 9, 2018 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 7:45 p.m.

Respectfully submitted,  
Dayna McDermott Arriola  
Recording Clerk

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

