

Town of Hampton  
Board of Finance  
Regular Monthly Meeting  
Tuesday, May 13, 2014  
7pm  
Hampton Town Hall

Meeting Minutes

**Call to Order:** The meeting was called to order at 7:01pm by Chair Jeff Clermont.

Members present: Ed Adelman, Jeff Clermont, Dan Meade, Rick Matejka, Penny Newbury, Nick Brown.

Alternates present: Mike Higgins.

Members/alternates absent: Luciann Norton, Rheo Brouillard.

Also present: 1<sup>st</sup> Selectman Al Cahill, Selectman Bob Grindle, Recording Clerk Kathi Newcombe and a few audience members.

**Citizen Comments:** None

**Approval of Minutes:**

Penny moved and Dan seconded to approve the minutes of the 4/8/14 meeting; Ed requested an amendment to change his comments at the bottom of page 7 concerning the retirement incentives to say "might" instead of "would"; minutes approved unanimously as amended.

Ed moved and Nick seconded to approve the minutes of the 4/15/14 meeting; motion passed unanimously.

Ed moved and Rick seconded to approve the minutes of the 4/30/14 meeting; motion passed with Penny and Dan abstaining.

Ed moved and Jeff seconded to approve the minutes of the 4/30/14 public hearing; motion passed with Penny and Dan abstaining.

**Presentations:** None.

**Reports/Action:**

- 1<sup>st</sup> Selectman: None. Al will contact the school to assure that everything is set for the town meeting and the multi-purpose room is open at 6pm on the 15<sup>th</sup>. Jeff will email Powerpoint presentation to Kathi who will make copies for the town meeting.
- Tax Collector:  
The monthly Tax Collector's reports had been distributed previously to members via email. There were no questions.
- Treasurer:
  - Discussion/action on paydown of school roof loan with final grant payment from State of CT:  
Al reported that the payoff number from Savings Institute on the town garage construction loan is \$341,500, assuming a payoff date of 7/1/14, and the payoff number on the school roof loan is \$114,449. If the final grant payment is not used, it may have to be returned to the State.

Nick moved and Penny seconded to use the final grant payment of \$12,547 from the State of CT to pay down principal on the Hampton Elementary School roof loan; motion passed unanimously.

○ Transfers:

Treasurer Ellen Rodriguez had requested a number of transfer requests.

Penny moved and Dan seconded to approve the transfer of:

\$ 76.16 from line# 6001.05 Tax Collector Refund Taxes to line# 6001.04 Tax Collector Mileage;

\$3,203.90 from line# 6001.05 Tax Collector Refund Taxes to line# 6001.08 Tax Collector Postage-Legal;

\$600.00 from line# 7000 Contingency to line# 6004 Town Counsel;

\$10.47 from line# 6006.04 Assessor Education to line# 6006.10 Assessor Office Supplies/Postage;

\$144.34 from line# 6009.03 Election Training to line# 6009.06 HAVA Expenses;

\$872.50 from line# 6013.08 Town Garage Oil to line# 6013.04 Town Hall Oil;

\$375.00 from line# 6013.08 Town Garage Oil to line# 6013.15 Community Center Cleaning;

\$879.43 from line# 6013.08 Town Garage Oil to line# 6013.13 Fire Dept. Oil;

\$305.47 from line# 6013.03 Town Hall Electric to line# 6013.06 Town Hall Telephone;

motion passed unanimously.

- The monthly Treasurer's reports had been distributed previously to members via email. There were no other questions.

● Board of Education (BoE):

The monthly Board of Education reports had been distributed previously to members via email. There were no questions on the reports.

● Board of Finance (BoF) Committees

- HR Committee: Penny said that the Committee is awaiting the addition of a member. The subject was tabled until after the budget process is complete.

● Other: None.

**Correspondence:** Jeff read an opinion that was received from the Town Attorney, in response to a request of the 1<sup>st</sup> Selectman, concerning a conflict of interest by BoF member Ed Adelman.

Ed commented about the two issues, one being his voting on the budget, which he thought was appropriate, and the other the suggestion for retirement incentives. Ed maintained that there was no conflict about the retirement incentives because his wife is eligible for neither normal nor early retirement per her age or years of service.

Penny asked if the Town Attorney was saying that each BoF member is responsible for determining if he/she has a conflict of interest, and suggested that the BoF members might want to help each other make such a determination.

Ed said that he had been reading an article about retirement incentives, not suggesting it; he continued to say that it's necessary to brainstorm and bring ideas to the table.

Mike thought it would be a good idea to bring any question to the rest of the BoF members.

Penny said that she had been quiet about the open space issue as a member of the Conservation Commission, because she thought advocating for it would have been a conflict of interest.

Bob thought each member has an obligation to share information but should recuse themselves from the vote if there might be a conflict of interest.

Jeff said this Board has done more listening to the public than discussing, allowing more public discussion of issues, as opposed to the previous board.

**Old Business:**

- **Approval of 2012-13 Annual Report:**  
The BoF Executive Summary prepared by Jeff was distributed.  
Penny thought the annual report submissions should have a standard format; Dan disagreed and thought that it was more personalized to each department.  
**Nick moved and Dan seconded to approve the 2012-13 Annual Report; motion passed unanimously.**
- **Updated 2014-15 budget:** An updated 2014-15 budget was distributed with updated revenue figures from the State, resulting in a slightly reduced mil rate.  
Al noted that every time he looks at the budget he sees a change that he wishes he'd made, such as the Enumeration which he has taken over from the HES budget.  
Ed asked why the 1<sup>st</sup> Selectman salary increase is included in the budget if the increase will not go into effect until the 2015 municipal election; Al explained that it's an incremental process and that he would be looking to add another \$5,000 to the increased amount in the following year's budget, in order to bring the salary closer to that in surrounding and similar small towns. The leftover monies will be swept back into the General Fund at the end of the fiscal year. He noted that the town of Pomfret has just approved a \$6,500 increase for the 1<sup>st</sup> Selectman effective at the beginning of the next fiscal year.  
Penny again made statements that the COLA increase should be granted across the board to all positions.  
There was no action taken on the budget.

**New Business:** None.

**Citizen Comments:** None.

**Suggestions for Agenda of next meeting:** 2014-15 budget and setting the mil rate at a special meeting to be held directly after the referendum is over on May 22<sup>nd</sup>.

**Set the Date, Time and Place of next meeting:** The next meeting will be a special meeting on May 22<sup>nd</sup> at 8:15pm, and the next regular monthly meeting will take place at 7pm on Tuesday, June 10<sup>th</sup>.

**Adjourn:** Meeting was adjourned at 7:50pm.

Respectfully submitted,  
Kathi Newcombe,  
BoF Recording Clerk