

Town of Hampton
Board of Finance
Regular Meeting
June 14, 2016
7pm
Hampton Town Hall Community Room

Call to Order: The meeting was called to order at 7:06 p.m.

Members Present: Jeff Clermont, Ed Adelman, Nick Brown, Perry Matchinis, Rick Matejka, David Fowler.

Members/Alternates Absent: Mike Higgins, Stan Crawford.

Staff and Others Present: First Selectman Al Cahill, Selectmen Bob Grindle, Treasurer Ellen Rodriguez, Recording Clerk Dayna McDermott-Arriola.

Motion: Perry Matchinis, seconded by Nick Brown, to seat David Fowler for Mike Higgins.

Citizen Comments: Dayna McDermott Arriola requested that the Board schedule a presentation of the Registrars of Voters' budget proposal if concerns continue in the future, and thanked Chairman Clermont for repeatedly directing members to address the First Selectman with budgetary questions, and First Selectman Cahill for answering these.

Approval of Minutes

Motion: Ed Adelman, seconded by Perry Matchinis, to approve the April 12, 2016 Regular Meeting Minutes with the following amendment under Review of Budget Requests: "Nick Brown questioned the amount spent in Hampton on Elections, Road Maintenance, and the Transfer Station, as compared with Scotland's lesser expenses for these line items, *and raised concern that Scotland's Registrars of Voters' Office cost half of what Hampton's cost.*" Motion carried 5-0, David Fowler abstaining.

There was discussion on the cost and value of referendum versus town meeting votes.

Motion: Ed Adelman, seconded by Rick Matejka, to approve the April 28, 2016 Budget Workshop Minutes. Motion carried unanimously.

Motion: Nick Brown, seconded by Rick Matejka, to approve the May 10, 2016 Regular Meeting Minutes with the following amendment under Discussion and Approval of Town Government 2016-2017 Budget Proposal: "Nick Brown objected to the election officials earning the minimum wage increase *prior to it taking effect.*" Motion carried unanimously.

There was discussion on the amount of the minimum wage increase, which will not be awarded to election officials until January of 2017.

Motion: Nick Brown, seconded by Ed Adelman, to approve the May 10, 2016 Special Meeting Minutes. Motion carried unanimously.

Motion: Ed Adelman, seconded by Nick Brown, to approve the May 10, 2016 Public Hearing as amended to reflect the correct time of 8 p.m. Motion carried unanimously.

Motion: Nick Brown, seconded by Rick Matejka, to approve the June 2, 2016 Meeting as amended to reflect the correct time of 8:15 p.m. Motion carried 5-0, David Fowler abstaining.

Reports/Actions

First Selectman: First Selectman Al Cahill announced that a Town Meeting is scheduled for June 15, adjourning to a June 23 tri-town referendum, for voters to decide whether or not to study district dissolution, a proposal initiated by the Selectmen of the district's three towns. First Selectman Cahill said that, if approved by voters, the study would occur simultaneously with the Addition and Withdrawal of Grades Study recently initiated by the Hampton and Scotland Elementary School Boards of Education. Ed Adelman asked if the studies could possibly be combined. Nick Brown observed that much of the information collected would be important to both studies. First Selectman Cahill said that the governing

statutes dictate that the studies be conducted separately, but that he predicts, since much of the research was recently gathered, that the committees should only require six months to complete their respective studies. First Selectman Cahill also announced the resignation of Zoning Enforcement Officer, Martha Fraenkel, who will remain until the Plan of Conservation and Development is complete. The position has been posted, and though it might involve a reconfiguring of staff and services, the compensation will remain within the amount budgeted.

Tax Collector: Chairman Clermont reviewed the request for approval of the Suspense List which was distributed to members.

Motion: Nick Brown, seconded by Rick Matejka, to approve the Suspense List as presented. Motion carried unanimously.

Treasurer:

Motion: Rick Matejka, seconded by Nick Brown to approve the following requests for transfers: \$13,993.73 from General Fund contingency account #7000 to Capital and Non-Recurring Building Fund #2400, \$65 from #6003-08 Town Clerk Conference to #6003-03 Town Clerk Assistant, \$50 from # 6005-06 Treasurer Postage to # 6005-02 Treasurer Computer/ Supplies, \$350 from # 6006-07 Assessor Mapping to # 6006-05 Assessor Professional Expense, \$60 from # 6010-06 P&Z Training to # 6010-00 P&Z Office Manager/Clerk, \$2900 from #6201-03 Road Maintenance Payroll OT to # 6201-01 Road Maintenance, \$500 from # 6201-00 Road Paving to # 6201-07 Town Garage Maintenance. Motion carried unanimously.

It was noted that the \$13,993.73 was needed to cover the cost of the Town Hall's downstairs bathroom project until the STEAP grant is received. David Fowler asked why the Budget v. Actual Report shows an approximate \$900,000 surplus. Treasurer Rodriguez explained that several accounts will be paid before the close of the fiscal year.

Board of Education: none.

Board of Finance Committees:

HR Committee: none.

Fiscal Policy and Procedures Committee: none.

Correspondence: Ed Adelman distributed the legal opinion of April, 2014 regarding recusal from votes, which he believes substantiates the position he has taken and will continue to take. First Selectman Cahill reminded members that appearance is critical, and urged Mr. Adelman not to put himself in a questionable position. Perry Matchinis stated that the law defines conflict as one in which a board member has more of an interest than a common taxpayer. He reiterated his view that since Mr. Adelman's spouse is an employee of the Board of Education, he is, during certain discussions, directly, rather than generally, affected. There was some discussion on the finance board's purview of specific items on the school board's spending plan.

Old Business

Report from Central Office Committee: Though Nick Brown reported that the Town Auditor, Stephen Hopkins, expressed a willingness to pursue issues regarding the Central Office, First Selectman Cahill questioned the return on investment for conducting an additional audit, stating that he has no confidence in the Central Office, the Regional District #11 Board of Education, or the Superintendent. He stated that, due to the recent scrutiny, the Central Office has made minor adjustments in appropriations and procedures, but that it's doubtful that the town will retrieve money lost, even though the amount probably constitutes quite a bit over the several years. By general consent, it was agreed that, though it doesn't make sense to spend time and money pursuing dollars that will, in all probability, not be returned, the Central Office Committee Report should remain as an Agenda item in case the issue is revisited.

Review of Ordinances & By-Laws: Perry Matchinis volunteered to submit a draft of revised by-laws that reflect advice from the town attorney. He suggested adding language to the ordinance, similar to that of other town agencies, that states the reasons and procedures for removal of a member, noting that amendments to the ordinance would require the town's approval. By general consent, it was agreed to dedicate 20 minutes per meeting to revisions of by-laws and/or ordinances until the task is complete.

Discuss Recommendations of CDARS Sub-Committee: By general consent, it was agreed that the Certificate of Deposit Account Registry Service would not be suitable for the Town. Ed Adelman reminded members that the objective is to maximize interest on, and protection of, town monies. Perry Matchinis noted that the Small Cities Account, at approximately \$300,000, consumes most of the town's \$500,000 protection. He recommended that the town purchase several Certificates of Deposit in multiple banks after a cash flow analysis is conducted in order to determine the amount to invest. Treasurer Rodriguez advocated for investing \$250,000 in Certificates of Deposit and the remainder in a Money Market Account, which, by its terms, offers protection.

New Business

Appointment to Addition and Withdrawal of Grades Committee: After hearing no interest to serve among members, Chairman Clermont appointed himself to the Addition and Withdrawal of Grades Committee.

Citizen Comment: none.

Suggestions for Next Agenda:

Report from Central Office Committee
Review of Ordinances and By-Laws
Investment Discussion

Date, Time and Place of Next Meeting:

July 12, 2016 at 7 pm in the Community Room of Town Hall.

Adjournment:

There being no further business to come before the Board, the meeting adjourned at 9:15 p.m.

Respectfully submitted,

Dayna McDermott Arriola
Recording Clerk

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

