

Town of Hampton  
Board of Finance  
Regular Monthly Meeting  
Tuesday, October 8, 2013  
7pm  
Hampton Town Hall

Meeting Minutes

**Call to Order:** The meeting was called to order at 7:05pm by Chair Rheo Brouillard.

Members present: Rheo Brouillard, Stan Crawford, Margaret Haraghey, Luciann Norton, Paul Wakely.

Alternates present: Dan Meade, Jeff Clermont.

Members/alternates absent: Penny Newbury.

Also present: 1<sup>st</sup> Selectman Al Cahill, Selectman Bob Grindle, HES Board of Education Chair John Burnham, Treasurer Ellen Rodriguez, Recording Clerk Kathi Newcombe and a few audience members.

Dan was seated for Penny.

**Citizen Comments:** None.

Approval of Minutes: Margaret **moved and Stan seconded to approve the minutes of the 9/10/13 meeting and the 9/24/13 meeting; a correction was made to the 9/10/13 meeting minutes to Stan's comments on page 6 which should read "if the budget was presented as a Board of Finance budget and the Board of Education endorsed that budget it may have passed"**: motion passed unanimously.

**Reports/Action:**

- First Selectman: Al reported that he had received a report from OPM that there is a material weakness in the auditor's report, as there has been for many years. Many small towns have the same problem in that there are not enough personnel in the Finance office to separate duties; OPM suggests that the town work with the auditor to try to find a solution. He also reported that as a result of a change in the State appropriation, the budget includes more town aid to roads than was anticipated when the General Government budget was approved; those funds will need to be transferred to the Public Works Department line in the budget via a town meeting before spring when town road repair/resurfacing will begin again. Selectman Grindle reported that his stint at the Transfer Station selling dump stickers gleaned about \$2,500 and was extremely well-received by town residents; he plans to be at there again on Saturday.
- Tax Collector:  
The monthly Tax Collector's reports had been distributed previously to members via email. The town is behind this time last year but started later this year due to the unresolved elementary school budget; Tax Collector Baum feels the collection will be caught up by next month.  
There were no other questions.
- Board of Education:  
The monthly Board of Education reports had been distributed previously to members via email. There were no questions on the reports. HES Chair John Burnham reported that he didn't think there would be enough availability from the HES Board of Education on the 15<sup>th</sup> to hold a joint

meeting, and suggested a few other dates which were not possible for the Board of Finance; he will get as many members as possible to the proposed special Board of Finance meeting on the 15<sup>th</sup>.

- Action on Appropriation of funds for 4<sup>th</sup> month of the 2013-14 fiscal year: **Dan moved and Stan seconded to approve the HES Superintendent's request for \$188,015.66 for operation of the elementary school for the month of October of the 2013-14 fiscal year; motion passed unanimously.**
- Board of Finance Committees
  - HR Committee: The job descriptions were presented. Rheo found a few typos, and suggested that members review them and get their suggestions back to Penny who can make the changes. The BoE job description is still incomplete; Penny will be asked to send it to HES Chair Burnham in electronic format. Stan commended the Committee on the nice job. Rheo noted that it helps to remove risk to the town; Luci mentioned that it educates anyone looking to run for office what the jobs entail. HES Chair Burnham asked if terms were mentioned; they are not except for Board of Finance. Bob noted that the Board of Finance job description needs to state that henceforth the term is six years.
- Treasurer:  
The monthly Treasurer's reported had been distributed previously to members via email. There were no questions. Treasurer Rodriguez reported that there were no transfers requested for this month, and that the auditor's personnel had come three weeks early this year, are finished with town hall personnel and are on their way to the school to review the school financial records.
- Other: None.

**Correspondence:** None.

**Old Business:** None.

**New Business:**

- Conflict of interest / Code of Ethics: tabled.

**Citizen Comments:** None.

**Suggestions for Agenda of next monthly meeting:**

- Conflict of interest / Code of Ethics

**Set the Date, Time and Place of next meeting:** A special meeting is scheduled for Tuesday, October 15<sup>th</sup> at 8:15pm in the Town Hall Conference Room, directly after the referendum vote, and the next regular meeting will be the regular monthly meeting, to be held at 7pm on Tuesday, November 12<sup>th</sup> in the Town Hall Community Room, with the newly elected Board of Finance.

**Adjourn:** Meeting was adjourned at 7:30pm.

Respectfully submitted,  
Kathi Newcombe,  
BoF Recording Clerk