

Town of Hampton  
Board of Finance  
Regular Monthly Meeting  
Tuesday, May 14, 2013  
7pm  
Hampton Town Hall

Meeting Minutes

**Call to Order:** The meeting was called to order at 7:xxpm by Vice-Chair Margaret Haraghey.

Members present: Rheo Brouillard, Stan Crawford, Margaret Haraghey, Penny Newbury.

Members/alternates absent: Luciann Norton, Paul Wakely, Dan Meade, Jeff Clermont.

Others present: 1<sup>st</sup> Selectman Al Cahill as ex-officio member, Treasurer Ellen Rodriguez, Recording Clerk Kathi Newcombe and a few audience members.

**Approval of Minutes:** Margaret moved and Penny seconded to approve the minutes of the 4/9/13, 4/18/13, 4/23/13, & 5/2/13 meetings and the 5/2/13 public hearing. Penny had questions about the Ambulance Corps presentation on 4/23 and asked about the balance in their dedicated ambulance fund; correction was made to the 5/2 meeting minutes, amending the word "he" to "the" in the 2<sup>nd</sup> line of page 2; motion passed unanimously and minutes approved as amended.

**Citizen Comments:** None

**Presentations:** The Board discussed the entities who had previously presented (Treasurer, Tax Collector, P&Z, IWWA, Transfer Station, Recreation Commission, & Ambulance Corps), those entities from whom a presentation has been requested (Building Dept scheduled for 6/11/13, Youth Sports, Hampton BoE) and the other entities from whom the Board wants a presentation (Town Clerk, Fire Dept, & Library). Entities will be contacted and as many presentations as possible will be scheduled for the summer months.

**Reports:**

- First Selectman:  
1<sup>st</sup> Selectman Cahill reported that the Edwards/Vadnais property closed that very day, and the town was now in ownership of the property; he can now petition DEEP for the matching grant funds promised.
- Tax Collector:  
The monthly Tax Collector's reports had been distributed previously to members via email. There were no questions.
- Treasurer:  
The monthly Treasurer's reported had been distributed previously to members via email. There were no questions.
  - Transfer request: **Margaret moved and Penny seconded to transfer \$2,673 from acct #6001-05 Tax Collector Refund Taxes to #6000-07 Selectmen Computer Support to cover an IT contract increase, \$25 from acct @7606 Dog Fund State Fees to #7603 Dog tags/forms/postage, and \$4,730 from acct @6201-03 Road Maintenance / Payroll Overtime to #6015-99 Health insurance to cover additional unbudgeted insurance**

**costs due to termination agreement and employee currently deployed in the military; motion carried unanimously.**

- Treasurer Rodriguez informed the Board of a communication from the State Office of Policy and Management, requiring the Board by statute to appoint an auditor no later than May 31, 2013. **Stan moved and Penny seconded to hire O'Connor Davies as the town auditor for the next fiscal year; motion passed unanimously.**
- Board of Education:  
The monthly Board of Education reports had been distributed previously to members via email. There were no questions.
- Board of Finance Committees
  - HR Committee: Penny reported that the committee had not met since early April because of the question of whether the Board had the authority to look at job descriptions. Rheo asserted that the Board has the authority to address issues of risk, and without well-documented job descriptions and salary scales, there is a great risk of a complaint of discrimination; it's a risk to the town financially. The committee will resume meeting and reviewing job descriptions.
- Other  
Rheo reported that he had requested the intentions of the RD11 BoE, given the failure of their budget to pass at referendum, in order to incorporate any changes into his Powerpoint presentation at the annual town meeting.

**Correspondence:** None.

**Old Business:**

- Ordinance Change: Rheo and Kathi will assure that the most current proposed language is given to AI for town attorney review.

**New Business:** None.

**Citizen Comments:** None.

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

- Building Dept presentation

**Set the Date, Time and Place of next meeting:** The next meeting will be a special meeting, to be held at 8:15pm on Thursday, May 23<sup>rd</sup> (after the referendum vote is tallied) in the Town Hall Conference Room, to discuss any changes needed to the budgets and/or to set the mil rate. The next regular monthly meeting will be held on Tuesday, June 11<sup>th</sup> at 7pm in the Town Hall Community Room.

**Adjourn:** Meeting was adjourned at 7:51pm.

Respectfully submitted,  
Kathi Newcombe,  
BoF Recording Clerk