

Town of Hampton

Board of Finance

Policies and Procedures Committee Meeting

August 5, 2021

1PM

Town Hall Community Room

Minutes

The meeting was called to order at 1:03pm.

Those present included members Kathy Donahue, Judy Buell, Kathi Newcombe, 1st Selectman Al Cahill (ex-officio), and Treasurer Ellen Rodriguez.

Citizen Comments: None

Work Session for Policies and Procedures: The Committee members reviewed the auditor's comments and made changes to the *Budget Management Policies and Procedures for Town Agencies* document and the *Special Request for Budget Appropriations* form.

Kathi will make changes and distribute to the attendees.

Next meeting tentatively scheduled for 8/19/21 at 1pm

Citizen Comments: None

The meeting was adjourned at 1:45pm.

Respectfully submitted, Kathi Newcombe