

Town of Hampton
Board of Finance
Regular Meeting
February 14, 2017
7pm
Hampton Town Hall Community Room

Call to Order: The meeting was called to order at 7:03 p.m.

Members/Alternates Present: Jeff Clermont, Ed Adelman, Perry Matchinis, Mike Higgins, David Fowler, Stan Crawford

Members/Alternates Absent: Rick Matejka, Nick Brown

Staff and Others Present: Selectmen Bob Grindle and Michael Chapel, Board of Education Chairman Rose Bisson, Recreation Commission Chairman Bob Johnson and Secretary Gay Wagner, Public Works Department Foreman Don Sholes, Treasurer Ellen Rodriguez, Recording Clerk Dayna McDermott-Arriola.

Motion: Perry Matchinis, seconded by Mike Higgins, to seat David Fowler and Stan Crawford for Rick Matejka and Nick Brown. Motion carried unanimously.

Citizen Comments: none.

Approval of Minutes

Motion: Mike Higgins, seconded by Dave Fowler, to approve the Minutes of the January 10, 2017 Meeting. There was discussion concerning clarification of the term “liaison” to the Board of Education and agreement that “observer” more aptly describes the role. It was also noted that Perry Matchinis volunteered to replace Nick Brown in that capacity.

In Favor: Jeff Clermont, Perry Matchinis, Mike Higgins, David Fowler

Opposed: Ed Adelman

Abstentions: Stan Crawford

Presentations: FY 2017-2018 Budget Proposals

Recreation Commission: Commission Secretary Gay Wagner distributed a summary of the proposal and a spread sheet listing anticipated revenue of \$2,200, grants totaling \$4000, the request for a town subsidy of \$3,800, a slight increase over the previous year, and itemized expenditures. She clarified that the Community Center is owned by the Town, originally a gift from the Little River Grange and restored through a grant. Mike Higgins asked why youth sports were not included in the budget. Ms. Wagner explained that youth sports were removed from the purview of the Recreation Commission under former First Selectman Kate Donnelly’s administration, and placed with the Youth Sports Committee, which no longer exists. Ed Adelman asked if the tennis courts could be repaired. Commission Chairman Bob Johnson explained that the tennis courts are town owned and that a STEAP grant might cover the costs. Mike Higgins noted that the auditor identified a deficiency in the Recreation Commission’s accounting practices. The Town Treasurer will forward the finding to the Recreation Commission.

Public Works Department: Foreman Don Sholes presented the proposal, an increase of less than 1% over the previous year for maintenance and payroll to cover issues with the air conditioning at the Town Garage and 3% raises, noting that the road crew received no raise last year though their insurance costs increased. Mike Higgins praised the crew for their work, particularly during the recent storms. Stan Crawford asked if, due to the loss of LOCIP funds, there was enough budgeted to cover projected expenses listed in the 5-Year Plan. Mr. Sholes said that the First Selectman has assured the crew that funds would be transferred from other accounts to cover the loss of State revenue. Mr. Sholes also

described the condition of the equipment as generally good, and noted that there is a separate Capital account for replacement of Town trucks.

Reports/Actions

First Selectman: Selectman Mike Chapel reported that the Selectmen continue to have concerns regarding the Governor's budget and some of its proposals, most notably the suggestion that municipalities cover the costs of teachers' retirements, which would amount to approximately \$170,000 per year for Hampton. It was noted that there also might be adjustments in the Minimum Budget Requirement.

Tax Collector: Chairman Clermont reviewed the Tax Collector's Report, which reported deposits for the month of January of \$1,187,389.90, and online payments of \$29,170.39, for a total of \$1,216,560.19. Year-to-Date, the Town has deposited \$3,692,389.71 and received online payments of \$104,896.03, for a total of \$3,797,285.74.

Motion: Mike Higgins, seconded by Stan Crawford, to accept the Tax Collector's report. Motion carried unanimously.

Treasurer: Ellen Rodriguez distributed copies of the audit, noting that the General Fund, at 14%, exceeds the recommended amount, and that there were only two deficiencies identified: the Recreation Commission's submission of monthly balanced accounts, which the Commission's Treasurer will be notified of; and the Hampton Elementary School's separation of certain accounts, a situation the school Business Coordinator and the Treasurer are in the process of rectifying. Treasurer Rodriguez reported that the auditor has requested a 2% raise over the four years of his proposed contract. She will forward the Budget Versus Actuals through January, 2017, and the Governor's Proposed FY2017-2018 State Budget to finance board members. There were three requests for transfers.

Motion: Ed Adelman, seconded by Stan Crawford, to approve the transfer of: \$23.00 from #6001-12 Tax Collector Miscellaneous to # 6100-03 Tax Collector Equipment Supplies; \$200.00 from #7000 Contingency to #6007-001 Town Hall Photocopier; \$415.00 from 6013.11 Community Center Oil to #6013-16 Community Center Alarm. Motion carried unanimously.

Board of Education: Chairman Rose Bisson reported that the Finance Committee is reviewing the first draft version of the proposed budget, and that the bottom line will remain flat. She also reported that the school has heard nothing further from the State Department concerning the school board's request for a waiver of the Minimum Budget Requirement.

Board of Finance Committees:

HR Committee: none.

Fiscal Policy and Procedures Committee: none.

Correspondence: none.

Old Business

Discussion of Tax Abatements for Certified Members of the Fire Department and Ambulance Corps:

Chairman Clermont researched the packets offered by neighboring towns and provided Pomfret's as an example, which offers the following tax abatements to emergency respondents who participate in a stipulated amount of training, drills and calls annually:

- 2 – 4 years of service: \$250
- 5 – 6 years of service: \$500
- 7 – 9 years of service: \$750
- 10+ years of service: \$1000

Chairman Clermont noted that this packet initially enticed new members, but most did not remain long enough to take advantage of the abatements. It was agreed that the next step is to meet with officials in the Fire Department and the Ambulance Corps.

New Business

Review Draft Ordinance for Capital Non-Recurring Account(s): The draft ordinance was distributed to board members, who agreed with Perry Matchinis that discussion needn't take place until an ordinance committee is appointed by the Selectmen.

Review Amendments to Board of Finance Ordinances: tabled.

Discuss MBR Shortage: tabled.

Review Board of Finance's Contribution to Annual Report: By general consent, the report was approved with a change to reflect that two members of the finance board were elected in the November 2015 municipal election to fill the two vacancies.

Citizen Comment: none.

Suggestions for Next Agenda:

Discuss Tax Abatement for Certified Members of the Fire Department and Ambulance Corps

Preliminary Review of the Town Government Budget

Review Amendments to Board of Finance Ordinances

Discuss MBR Shortage

Hear Budget Presentations for the Conservation Commission, the Ambulance Corps, and the Fire Department

Chairman Clermont and First Selectman Cahill will discuss the procedures for notifying commissions, departments, and organizations of budget presentations.

Date, Time and Place of Next Meeting:

March 14, 2017 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 8:30 p.m.

Respectfully submitted,
Dayna McDermott Arriola
Recording Clerk

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

