

Town of Hampton
Board of Finance
Special Meeting
December 14, 2024
10AM

Call to Order: The meeting was called to order at 10:06AM.

Roll Call: Kathy Donahue, Joan Fox, Nick Brown, Diane Gagnon (virtually), Regina DeCesare, Kathi Newcombe.

Staff and Others Present: Recording Secretary Dayna McDermott-Arriola

Motion: Nick Brown, seconded by Joan Fox, to seat Kathi Newcombe and Regina DeCesare for Judy Buell and Ed Adelman. Motion carried unanimously.

Citizen Comments: none.

Approval of Minutes

Motion: Nick Brown, seconded by Kathi Newcombe, to approve the Minutes of the Regular Meeting of November 13, 2024. Motion carried unanimously.

Reports/Actions

First Selectman: no report.

Tax Collector: Chairman Donahue received the quarterly report, which reported a net collection of \$2,563,747.97, or 61%, as of November, 2024.

Treasurer: Treasurer Rodriguez requested five transfers.

Motion: Nick Brown, seconded by Joan Fox, to approve the following transfers: \$7680 to #6000-07 Selectman Computer Support from #7000 Contingency to fund cyber security contract; \$70.00 to #6001-12 Tax Collector Miscellaneous from #6001-07 Tax Collector Professional; \$30.00 to #6009-04 Election Postage and Supplies from #6009-02 Election/Other Workers Pay; \$81.00 to #6013-17 Community Center Supplies/Maintenance from #6013-15 Community Center Cleaning; \$478 to #6001-14 FD Incentive Administration Fee from #7000 Contingency. Motion carried unanimously.

Boards of Education:

Hampton Elementary School: Chairman Donahue reported that school officials have started discussion on the 2025-2026 budget with a review of historic and current expenditures, along with analyzing student and school needs. As of November, there are 85 students with 12 outplaced. The board elected Stephanie Bora to fill Diane Gagnon's vacancy.

Regional District #11: Chairman Donahue received the November reports from the school.

Board of Finance Committees

Policies and Procedures Committee: none.

Correspondence: Chairman Donahue reported receipt of financial reports from the schools and the quarterly report from the Tax Collector.

Old Business

a. Update on Length of Service Award Program Funds

Chairman Donahue reported that funds were transferred from the checking to the savings account in order to earn more interest, currently 4.5%, and that a sufficient amount was left in the checking account to cover current expenses. The LOSAP program is currently 72% funded.

New Business

a. Update on Requests for Contributions to Annual Report

The requests have been sent to all of the Town agencies with a due date of February 1, 2025.

b. Discussion on Requests for FY2025-26 Department Budgets and Workshop Sessions

These requests will be sent in January with a due date of March 15, 2025. By general consent it was agreed to schedule Budget Workshop Sessions as necessary on Wednesdays.

Citizen Comments: none.

Suggestions for Next Agenda: Members were encouraged to send suggestions for the Agenda to the Chairman.

Date, Time and Place of Next Meeting: January 8, 2025 at 7PM.

Adjournment: There being no further business to come before the Board, the Meeting adjourned at 10:15AM.

Respectfully submitted,

Dayna McDermott Arriola
Recording Secretary

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