

Approved

**Town of Brentwood
Budget Committee Hearing
Minutes of November 7, 2011**

Present: Elyse Seeley (Chair), Bill Faria, Dianne Vosgien (School Board Representative), Malcolm Allison, Jeff Bryan (Select Board Representative) .

Absent: Tracie May, Krista Steger, Bob Mantegari

Public present: Ken Christiansen, Jim Clark, Crystal Buswell, Mina Bradley, Donna Benshemer, Joyce Mieaer, Tracy Waldron, Sheila Lane.

Chairperson Elyse Seeley called the meeting to order at 7:10 pm. (BTA asked to tape the meeting prior to call to order.)

1. Motion to approve the draft minutes from October 17, 2011. Malcolm/Jeff, approved, 4-0, 1 Abstention (Diane)
2. Budget Status (Select Board's Rep) Old Business
 - a. Red Cross – aiding many towns statewide (over 188) not in Brentwood have aided in past years and have been absent from funding. Requested to be added.
 - b. Sexual Assault Support – requested same funding as in past years; may not have been on list last year.
 - c. Big Brothers and Sisters – helped several local children last year; funding based on number of families worked with in the past year.
 - d. VNA and Hospice – no request received for this year although both organizations have been active in the community.
 - e. Richie McFarland – increase based on number of families assisted (8 families at approximately \$300.00 per family)
- ◆ **Regional Associations, 4197-32**, motion Malcolm/Diane, approved in amount of \$18,788.00, 5-0
- ◆ **Elections, 4140-06**, increase due to increase of elections (from 2 to 4), need to purchase additional supplies for these elections, and small increase to Supervisors of Checklists (\$50.00).
Motion, Malcolm/Diane, approved in amount of \$8401.00, 5-0
- ◆ Year End Summary: it appears that all Departments are on track, and will probably return a small amount back to the general revenue, except for one (Fire Department). This appears to be related primarily to overtime pay.
- ◆ The tax rate, now tentative, appears that it will be around \$23.01, plus or minus .20 cents (@.85 cent reduction). This is not official yet but is welcome news for all. The Select Board intends to hold approximately \$862,000.00 in reserve to cover the additional costs associated with retirement increases.

That being said, the @1% increase in expected 2012 operating budget that may be incurred by the COLA of 2% is offset, with no resultant tax impact.

- ◆ The Town Meeting date has been set for March 17, 2012, and Elections have been set for March 13, 2012. This puts the Budget Committee public hearing for February 6, 2012, with a snow date of February 13, 2021.

3. Budget Status (School Board Rep)

Nothing as yet, next school board meeting is Monday, November 14. It is still too early to predict the numbers. We received the 2010-2011 prior year budget to give us a guideline to use. Chair asked to have a prior year **actuals** column when we receive the 2012-13 draft budget, as we do with town budgets. Diane will ask that to be added to the draft, with the understanding that this would not represent the current year.

Budget discussions are ongoing but Diane did not have any information at this time.

Teacher contract negotiations are also ongoing and there is no information on that process.

Dianne indicated that a draft school budget may be available for our November 21 meeting and definitely for December 5, 2011.

4. Budget Update (Cooperative School District)

Elyse requested we defer discussion at this time since the budget discussions are still in progress. The SAU budget is down and to be voted by joint boards.

5. Town Budgets for Consideration

- a. **Debt Service, 4711-60**, Motion Malcolm/Diane, approval in amount of \$396,745.00, 5-0
- b. **General Government, 4199-15**, Motion Malcolm/Diane, approval in amount of \$28,838.00, 5-0
- c. **Insurance, 4196-11**, Motion Malcolm/Diane, approval in amount of \$90,301.00, 5-0.
- d. **Legal, 4153-12**, (Select Board believes there may be legal issues in coming year), Motion Malcolm/Diane, approval in amount of \$22,002.00. 5-0.
- e. **Library, 4550.49**, (Increase primarily due to new Head Librarian position and related expenses of salary), Motion Jeff/Diane, approval in amount of \$198,379.00, 5-0
- f. **Joint Loss, 4225.26**, Motion Malcolm/Diane, approval in amount of \$1,021.00, 5-0
- g. **Animal Control Officer, 4414.30**, Motion Malcolm/Jeff, approval in amount of \$3295.00, 5-0

- h. **Town Clerk, 4140.05**, Motion Jeff/Diane, approval in amount of \$59,412.00, 5-0
- i. **Tax Collector, 4150.04**, Motion Malcolm/Diane, approval in amount of \$58,512.00, 5-0.
- j. **Police Department, 4210-17**, Motion Jeff/Malcolm, approval in amount of \$511,745.00, 5-0. (Note that Police Department intends to purchase a new cruiser. Cost is expected to be approximately \$32,000; expects to fund it with \$17,000 from details monies, and to issue a warrant article for the balance)

6. Other Business

- ◆ The Fire Department budget was discussed. The Select Board has discussed coverage at the Department to offer some suggestions. It appears that the budget issues associated with the Department revolve around coverage for stand-by pay and for overtime. Budget Committee requested that the two lines be separated to differentiate the costs.
- ◆ The formal Budget Committee hearing will be scheduled for February 6, with a snow date of February 13, 2012, as noted earlier. (Cooperative budget Deliberative Session is scheduled for February 9, 2012). Bill will post these dates in the local paper as required. Dianne will book the dates at Swasey School and reserve the gymnasium.

7. Public Comment

Ken Christiansen noted that Tracie May has not been able to attend any of the Budget Committee meetings and he offered to rejoin the committee. Tracie recently e-mailed Elyse and indicated she is unable to continue her term and would be providing a formal letter of resignation in the coming week. Elyse thanked Ken and noted that she has asked Linda to post a notice in the next Brentwood Newsletter and would like him to attend the Nov 21st meeting along with any other individuals interested in serving out Tracie's term. We hope to appoint someone at the next meeting.

There will be two positions up for election in 2012.

Our next meeting is scheduled for Monday November 21, 2011, at 7 pm

Motion to adjourn at 8:25.

Minutes respectfully submitted by

William C Faria