

Approved

**Town of Brentwood
Budget Committee Hearing
Minutes of October 1, 2012**

Present: Elyse Seeley (Chair), Bill Faria, Bob Mantegari, (late), John Lyon, Dianne Vosgien (School Board Representative), Malcolm Allison.

Absent: Krista Steger, Jeff Bryan (Selectmen Rep)

Visitors: Ron Kew (Swasey Principal), Lisa Swasey, Jim Johnson, Jim Berlo

Chairperson Elyse Seeley called the meeting to order at 7:04 pm.

1. Discussed correspondence received. Elyse has copy of the final legislative summary bulletin. State level changes are provided, ie increased funding mandates There are articles that discuss issues of importance to the budgeting process. All invited to review and read whenever we would like; these bulletins are available in the budget in box.
2. Motion to approve draft minutes from May 21, 2012. Malcolm/John, approved as presented, 4-0, 1 abstention.
3. Malcolm requested Chair for excused absence at next meeting (Oct 22) as he will be out of the country. Excused.
4. Introduction of Ron Kew, new Swasey principal, to all members present. He provided some personal detail. Budcom provided some local history, process we follow regarding the school budget and advised him of the framework. This will be a new process for Ron as he comes from Manchester with an Alderman body of government. Discussion revolved around both the SAU 16 and the local budgeting process. Ron was welcomed to our town, offered our assistance and all look forward to working with Ron and the School Board in the upcoming budget sessions

Old Business

1. We discussed the revised housing data form for Carolyn. We expect to be able to use this information in the future to help us make some fact based forecasts. Revision to sales data includes sales both above and below current assessments. Bob questioned certain figures on foreclosures.

Action: Elyse to check with Carolyn on accuracy of information provided to date.

2. Discussed need for all departments to include revenue data in their budget process this year. Do not know budget goals as Selectmen Rep absent.
3. John advised he has joined the Capital Improvement Planning committee (necessary to have a plan or the town is unable to collect impact fees) to create a 5 year Capital Improvement plan for Brentwood. First meeting is scheduled for October 4. Motion to table discussion/vote of town/school CIP document until next meeting; Elyse/Bob, approved 6-0. **Action:** John to report back at our next meeting.
4. Motion to approve Budcom budget with no changes (\$700.00); Bill/Diane, approved 6-0.
5. We reviewed our budget review schedule and it is posted. It was noted that this is a preliminary schedule and there may be some changes. Not included was a need for

some field trips. We decided we would like to revisit the Historical Building, the Highway Department and perhaps the Library (if work is going to be done to renovate the basement) We will try to make all visits on one Saturday morning.

Action: Elyse will send tentative date by email and will post it as a meeting.

New Business

1. Jim Johnson and Jim Berlo were present to ask whether we knew where revenue from sale of the old Firehouse was going to be in the 2013 accounts. They read and discussed RSA 1541-A, re: legal disposition of the funds involved. There seems to be additional issues concerning the deed to the property as well. The property has been sold for 200K (August 31, 2012) and the new owner is planning to open a commercial entity at the location. They think that the money was deposited into a capital reserve for fire department equipment. Their request is to determine the disposition of the proceeds of the sale and the related equipment in the old building. Budcom will be looking hard at revenue this year, to help offset budget increases.

Motion to invite John Ellis to address the issue of the sales revenue for the fire department; Malcolm/Bob, approved 6-0.

Action: Jeff Bryan to provide information on when the property was sold, who sold it, proceeds and disposition of funds related information on this sale. Chair will invite John Ellis.

2. Jim Johnson and Jim Berlo asked if we had yet reviewed the town audit. We have not.

Action: Chair will obtain copy of audit from Karen for our next meeting, to allow us to review same, per our By-Laws sec VI-B.

3. Additional concerns from Mr. Johnson and Mr. Berlo: there were two meetings attended by our Selectmen in Rockingham County to discuss and address additional mandates on funding of retirements and health costs related to town employees. Is concerned that this wasn't posted and minutes are absent. Not a Budcom issue. It was explained that he should contact the Board of Selectmen, and provide minutes related to this meeting for Karen to post on the town website.
4. Related to reviewing documents and information Elyse stated new Chapter 206, HB 1223 Right to Know Law, related provisions and required penalties for public officers.
5. Elyse handed out the ERCSD budget summary and voting results of last year's warrants, and draft of SAU16 Budget advisory committee minutes. Provided summary of the current budget for the Coop. Without any requests for new or additional services or supplies there will be a minimum 1.5 million increase for salary and retirement per the contracts approved. We also reviewed the student population numbers and costs per students for all the district schools.
6. Malcolm reviewed recent Board of Selectmen minutes related to Fire Chief Lamoine. He will attend leadership training at their direction with additional overtime pay, deferred.
7. No public comments.

9:05 Motion to adjourn, Bob/Diane, approved 6-0.

Minutes respectfully submitted by
William C Faria