

Approved

**Town of Brentwood
Budget Committee**
Minutes of December 1, 2014

Present: Elyse Seeley (Chair), Bill Faria, John Lyon, Melissa Litchfield, (School Board Representative), Krista Steger. Jeff Bryan (Selectmen Rep), Barbara Zvodar

Absent (excused): Malcolm Allison

Visitors: Bob Gilbert, Lisa Swasey.

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

1. Motion to approve draft minutes from November 17, 2014, Jeff/John, Approved, 7-0.
2. Elyse provided a copy of a draft of the Swasey School, from Amy Ransom of SAU 16 and suggested we review so Melissa can take any questions or issues to the School Board at their next meeting, December 8th. Enrollment ratios were reviewed and briefly discussed. The projected ratios are below both NH State and School Board recommendations. We discussed the retirement incentive letter that offers two teachers (first come) a \$12,000.00 one-time payout to entice two retirements. We questioned how this would be paid if anyone decides to accept this offer. Melissa will get more information and provide it to us at our next meeting since this money has not been budgeted in either the current or proposed budgets.

Questions included:

- a. What does the reduction in teacher salaries represent? FTE's, Staff, Support?
- b. Computer purchases? What is being purchased for the increase?
- c. Secretary raises, what is the increase represent, and what is the 3% increase? (We requested a copy of the non-contract administrative salary grid)
- d. We requested that Ron provide a brief rationale, as he did last year, of the increases and decreases to give everyone a sense of the reasoning behind the budget.
- e. NH retirement rates need to be clarified because rates are consistent statewide.

We will review the budget again once it is approved by the School Board at our December 15 meeting.

Town Budgets

3. **Library – 4559-49:** Motion to discuss, Jeff/Melissa. Bob Gilbert (Library Trustees) discussed the Library budget. There is a 10.3% budget increase that reflects a change from hourly to salary basis for the Assistant Director (13% increase) and @3% merit raises for the Director, Assistant, Circulation/Tech Services, and Assistants based on the evaluation process. Motion to approve, in the amount of \$241,663.65, Jeff/Melissa, not approved, vote was 5-1 to NOT approve.

Suggestion to Bob to review and adjust. We will reopen at a subsequent meeting for reconsideration.

4. **Town Clerk – 4140-05:** Motion to approve in the amount of \$68,129.00, Jeff/John. This is up \$3039; reflects a merit increase of 4.5%. It also reflects a reduction in health benefits for the Town Clerk, who is eligible for Medicare, the town will pay the Medicare premiums in lieu of health premiums. Approved, in the amount of \$68,120.00, approved, 6-0.
5. **Tax Collector – 4140-04:** Motion to approve in the amount of \$66,989.00 (down \$1663). Jeff/John. This reflects a need to order tax bills, and a salary line up 6.27%. It also reflects a reduction in health benefits for the Tax Collector, who is eligible for Medicare, the town will pay the Medicare premiums in lieu of health premiums. Approved, in the amount of \$66,989.00, approved, 6-0.
6. **Regional Associations – 4197-32:** Motion to approve, in the amount of 19,894.00. Up \$1000. Jeff/John, approved, 6-0
7. **Information Systems – 4150- 08:** Motion to approve, in the amount of \$30,175.00. Flat. Jeff/John, approved, 6-0.
8. **Budget Committee – 4150-10:** Motion to approve, in the amount of \$700.00. Flat. Jeff/Krista, approved, 6-0
9. **Code Enforcement – 4240 – 20:** Motion to approve, in the amount of \$26,423.00. Budget is down. Jeff/John, approved, 6-0.
10. **Public Works Highway – 4312 – 21:** Motion to approve, in the amount of \$413,996.00, John/Barb. The Highway budget has approximately \$100,000.00 in surplus through the current expenses for the year. Motion to table, pending receipt of actual expenses for the remainder of the year, John/Barb, approved to table, 6-0.
11. **Recreation – 4520-40:** Motion to approved, in the amount of \$42,584.00, Jeff/John. The 4.5% increase reflects a merit raise for the Recreation Director. It was noted that the director will be designated a Dept Head, and also will be eligible (and receive) earned time. An Assistant position will be funded via the revolving fund. Approved, 5-1-1 abstention (Chair recusal).

BOARD of SELECTMEN and SCHOOL BOARD Updates

As of right now, voted Town budgets equal increases of last year's inclusive of WA.

Public Comment: None

Next meeting will be December 15, at 7PM.

8:44 pm, Motion to adjourn, Jeff/John, approved 6-0

Minutes respectfully submitted by William C Faria.