

**Town of Brentwood**  
**Budget Committee Meeting at Brentwood Town Office**  
Meeting Minutes of January 28, 2019

*Present:* Michelle Siudut (Acting Chair), Liz Faria, Melissa Hanlon, Melissa Litchfield, Kris Magnusson, Bob Mantegari

*Excused Absence:* Keith Levitsky

*Visitors:* Chief Ellen Arcieri, David Menter, Lisa Swasey, Karen Clement, Kathleen Bailey

Michelle called the meeting to order at 7:04 pm.

**Minutes of previous meeting**

Motion by Kris Magnusson, seconded by Bob Mantegari to discuss minutes of January 21 2019.

Motion by Kris Magnusson, seconded by Bob Mantegari to accept the minutes as amended; passed 6-0-0.

**Budgets**

*Police.* Motion by Bob Mantegari, seconded by Kris Magnusson to discuss. Chief Arcieri presented a handout itemizing several budgets showing varying increases for salaries/benefits. There was further discussion about staffing, training costs, training time, etc. Committee members offered the following concerns:

- percentage increases presented were inaccurate
- this department has had substantial budget increases (68%) since 2013
- uncomfortable voting in a large salary increases this year and then getting a request next year for another large increase; would be easier to vote a large increase if we knew it was a one-time hit

Motion by Kris Magnusson, seconded by Melissa Hanlon to approve \$920,507 which reflects a 4% raise increase and an 11.5% overall budget increase; tied 3-3-0

Motion by Liz Faria to approve \$916,909 which reflects a 3% raise increase and an 11% overall increase; there was no second.

Motion by Melissa Litchfield, seconded by Bob Mantegari to approve \$924,909 which reflects 6%/4% raise increases and a 12% overall increase; tied 3-3-0

Motion by Kris Magnusson, seconded by Melissa Hanlon to approve \$920,507 which reflects 4% raise increase and an 11.5% overall budget increase; passed 4-2-0.

## **Warrant Articles**

*CRF for Police Facility.* Motion by Bob Mantegari, seconded by Liz Faria to discuss. This would be to establish a new capital reserve fund to plan for the design and construction of a new police facility in the future. Chief Arcieri said they are evaluating 3 locations in town. They are working with students from Keene State and Norwich University. Today's price would be \$350/sq foot; looking to build a facility 5000-7000 sq ft at a cost of \$2.5-3M. Motion by Kris Magnusson, seconded by Liz Faria not to support the \$100,000 request, due to the large increase in police budget and other increases; passed 4-1-1. For clarification, the Committee supports exploratory efforts but does not wish to commit money at this time.

*Lease for Pumper Truck.* Motion by Liz Faria, seconded by Melissa Hanlon to discuss. This is the final payment on the pumper truck. Motion by Liz Faria, seconded by Bob Mantegari to approve \$88,995, which is the same amount approved last year; passed 6-0-0.

*CRF for Fire/Rescue vehicle.* Motion by Liz Faria, seconded by Bob Mantegari to discuss. The current fund balance is \$123,000. A new vehicle is roughly \$600,000. Last year no money was put in this fund. Motion by Liz Faria, seconded Bob Mantegari to approve \$75,000, tied 3-3-0

*CRF for Fire/Rescue vehicle.* Motion by Kris Magnusson, seconded by Bob Mantegari to discuss. This is to transfer \$9,984 from the unassigned fund balance to the capital reserve fund for fire and rescue vehicles. This will have no additional tax impact, it is just transferring the funds from the general fund into the CRF. Motion by Kris Magnusson, seconded by Bob Mantegari to approve the transfer, passed 6-0-0

*Swasey School warrant articles.* Motion by Kris Magnusson, seconded by Bob Mantegari to discuss. There are 3 articles presented - Safety and Security \$10,000; School Maintenance \$20,000; Special Education \$20,000. All funds would come from the unreserved fund balance. Motion by Kris Magnusson, seconded by Bob Mantegari to block vote acceptance of all 3 warrant articles; passed 6-0-0

## **Other Business**

Kris Magnusson requested we re-open the following budgets to review salary increases that were higher than 3%: Code Enforcement, Town Clerk/Tax Collector and Recreation.

A Committee meeting was scheduled for next Wednesday, February 6 at 7 pm to re-open the budgets above, as well as discuss any additional warrant articles or citizen petitions brought forward.

Kris Magnusson reviewed the Committee Bylaws and raised concerns about members needing to sign off each year, requirements for review of audits and requirement for seeing revenue in addition to expenses. Review of the Bylaws may be in order. This topic will be added to next week's agenda for further discussion.

Michelle provided the tax impacts for the budgets passed. These do not include warrant articles, Swasey School or the Co-op budget.

Selectmen approved an increase of \$154,948 over last year. This results in 3.92% increase =  $\$.27/\$1000 = \$107.86$  on a \$400,000 home

BudCom approved an increase of \$141,031 over last year. This results in 3.57% increase =  $\$.245/\$1000 = \$98.17$  on a \$400,000 home

Motion by Bob Mantegari, seconded by everyone to adjourn at 9:01 pm; passed 6-0-0

### **Upcoming Meetings**

February 6, 2019 at 7 pm - Budget Committee Meeting

February 11, 2019 at 6:30 pm - Budget Committee Meeting

February 11, 2019 at 7 pm - Budget Committee Public Hearing

February 14, 2019 - Snow date for Budget Committee Public Hearing

Respectfully submitted,  
Michelle Siudut, Secretary