

Town of Brentwood
Budget Committee Meeting at Brentwood Town Office
Meeting Minutes of November 25, 2019

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

Visitors: Karen Clement, Daphne Woss, Andrea Bickum, Bruce Stevens, Joyce Keegal, Lisa Swasey, Kim Woods

Keith called the meeting to order at 7:01 pm.

Motion by Liz, seconded by Kris to accept the minutes from the November 11 meeting; passed 3-0-2

Update from Selectmen

Bob said they are still reviewing budgets.

Liz asked if the selectmen had approved a \$1/hr raise for all. Bob said he wasn't at that meeting but yes they did. In light of the previously expressed desire to have the Selectmen and BudCom work cooperatively, there was an overall disappointment that the Selectmen did not notify this Committee of this decision.

Budgets

General Government. Motion by Liz, seconded by Bob to reopen this budget. Liz raised her questions regarding Long range line and the 2 miscellaneous lines. The Long Range was a potential for grants. The 2 Misc lines - one is for misc contracts (such as a contract we don't plan on at beginning of year) and the other would be training for non employees. Discussion on leasing vs purchasing machines, and the use of capital impact fees. Motion by Liz, seconded by Bob to approve \$39,308, a 6.7% increase; passed 6-0-1

Planning Board. Motion by Bob, seconded by Keith to discuss. Discussion about the circuit rider/long increase which includes hours from G Greenwood, also current water testing reason/procedures. Motion by Liz, seconded by Bob to approve \$100,370, a 10.9% decrease (.1% increase if health insurance amount is included); passed 4-2-1

Zoning. This budget is level funded. Motion by Liz, seconded by Bob to approve \$1,377; passed 7-0-0

Town Administration. Motion by Bob, seconded by Keith to discuss. There is a 2.7% salary increase. Motion by Bob, seconded by Melissa L to approve \$91,229, (.81% increase (3.6% increase if health insurance amount is included)); passed 6-0-1

Budget Committee. Motion by Bob, seconded by Melissa H to approve \$650, a .92% decrease; passed 7-0-0

Tax Collector. Motion by Bob, seconded by Melissa H to discuss. This includes 3% raise for Joyce but less hours from the last person, Daphne & Kristen \$1/hr raise. Motion by Bob, seconded by Keith to approve \$49,903, a 13% decrease (6.12% decrease if health insurance amount is included); passed 7-0-0

Town Clerk. Motion by Bob, seconded by Melissa L to discuss. This includes 3% raise for Joyce but less hours from the last person, Daphne & Kristen \$1/hr raise. Motion by Bob, seconded by Melissa L to approve \$53,653, a 12.6% decrease (5.4% increase if health insurance amount is included); passed 7-0-0

Finance. Motion by Bob, seconded by Liz to discuss. Liz asked for clarification on “salary” which is for Jon Ellis and Joyce Gallant (deputy, 1 day per month); “wages” is Gloria. Jon’s increase is 3.5%, Joyce has no increase; Gloria’s increase is \$1 or 4.7%, increase, but allows for increased hours (overall 6% increase). Clarification on audit expense: \$13K is for annual financial audit, \$3K is for membership which is renewable every other year. Motion by Bob, seconded by Liz to approve \$65,399, a 14% decrease (9.6% overall increase if health insurance amount is included); failed 3-4-0. passed 4-3-0.

Cemetery. Motion by Bob, seconded by Liz to discuss. Kris asked about the number of meetings - they are monthly. Motion by Liz, seconded by Bob to approve \$11,715, a decrease of .6%; 7-0-0

Code Enforcement. Motion by Michelle, seconded by Bob to discuss. Motion by Bob, seconded by Keith to approve \$59,183 16.4% decrease (2.4% increase if health insurance amount is included); passed 5-0-2

Additional discussions

The overall wage increase for town office employees amounts to \$13,000 increase for the year.

There was discussion/explanation about employee benefits.

- Town Employee retirement - town contributes 11.17%, employees contribute 7%
- Fire Department retirement - town contributes 30.09%, employees contribute 12%
- Police Department retirement - town contributes 28.43%, employees contribute 11.5%.
- Health Insurance for all town employees: The town pays 100% for individuals and 75% for couples/families for health insurance.

Karen explained how retirement is paid out.

There was another request to Karen by the Committee to receive a printout of total compensation for employees. Also a request for percentage increases shown in forthcoming budgets.

There is a need to revisit health insurance plans. Melissa Litchfield offered to head a committee to look into plan options to include a health reimbursement plan.

Karen stated the \$1 increase for town employees within town offices totals \$13,000.

Update from School Board

Melissa said up to 6 employees are eligible for retirement. SAU had wanted to offer early retirement options to some but Swasey said no. At this point it looks like a 2.8% increase. They are considering warrant articles for special ed, maintenance, and possibly establishing another capital reserve for appliances. There was a question about how the education money will be coming back to town - it's unclear if it will go to the town or the school. More information will follow.

Motion by Bob, seconded by Michelle to adjourn at 8:51 pm; passed 7-0-0

Upcoming Meetings

December 9, 2019 at 7 pm - Budget Committee Meeting

December 16, 2019 at 7 pm - Budget Committee Meeting

December 23, 2019 at 7 pm - Budget Committee Meeting

January 13, 2020 at 7 pm - Budget Committee Meeting

January 20, 2020 at 7 pm - Budget Committee Meeting

January 27, 2020 at 7 pm - Budget Committee Meeting

February 10, 2020 at 6:30 pm - Budget Committee Meeting

February 10, 2020 at 7 pm - Budget Committee Public Hearing

February 11, 2020 - Snow date for Budget Committee Public Hearing

Respectfully submitted,
Michelle Siudut, Secretary