

Town of Brentwood
Budget Committee Meeting at Brentwood Town Office
Meeting Minutes of June 26, 2023

Members: Jack Mitchell (chair), Michelle Siudut (secretary), Gabbie Kelly, Anthony Phillips, Alina Arida, Letty Bedard (Swasey rep)

Guest: Liz Faria

Jack called the meeting to order at 6:02 pm. The pledge of allegiance was recited.

Meeting Minutes

Motion by Letty, seconded by Gabbie to approve the committee meeting minutes from May 8, 2023; unanimously approved as amended

Motion by Anthony, seconded by Gabbie to approve the minutes from the site visit at the police department on May 22, 2023; approved 4-0-1

Motion by Letty, seconded by Gabbie to approve the minutes from the site visit at the fire department on June 12, 2023; approved 4-0-2

Selectmen's Report

No selectmen's rep was present.

Swasey School Board Report

Swasey incurred added expenses; they discussed where to get money from, possibly CRF; still TBD.

The Board is considering installing solar panels on the Swasey roof to offset electricity.

CIP Update

Items in the CIP are depreciable items over \$10K. Discussion about assets. Jack will request most current depreciable asset report from Karen.

Fire Department. Concern for lack of gear. The budget currently funds current employees but does not prepare for future hires, and new gear takes extensive time to obtain. A new fire truck will be \$1.5M, not eligible for grant money.

Discussion about ambulance vehicles; confusion as to whether that falls under the town CIP. We will request clarification on that.

Swasey has done a good job preparing their CIP. Question about where funding will come from for these projects. Letty said most items have fallen within specific lines of their budget; the last

few years Swasey has not received impact fees as much of the new housing was over 55; as new houses are built the school will be eligible for some impact fees. In order to utilize those impact fees, they need to be included in the CIP.

Conservation Commission has said they expect to use the full \$3M of the bond approved last year.

The Library Director asked Gabbie for assistance in creating their spreadsheet prior to budget season.

Still waiting on CIP submissions for Police, Rec and SAU.

Old/New Business

Municipal Building Meeting. Letty was the only member of this Committee who was able to attend. It was a presentation on work done thus far. 2 colleges developed this as part of their senior project. Chief plans to have more such meetings; but is not planning to get this on the budget for next year. The general plan presented would be for 1 underground floor and 2 above ground floors to include town offices, with the building split in half for each. Suggested site is the hill behind the fire department.

Discussion about clarifying line items. Alina and Gabbie would like to work with Karen to clarify line items, with the goal of being helpful rather than critical or interfering.

Solar Panels. Gabbie said the Energy Committee has discussed the cost of purchasing panels, maintaining panels, de-commissioning panels. She then stated that the EC is meeting with other collaboratives to obtain more information/options.

Meeting Procedure. We discussed providing budget information to the public prior to our meeting, and allowing the public to ask questions prior to the Committee taking a vote. Information provided to the public may need to be redacted.

Letty attended a recent Selectmen's meeting where there was discussion about exemptions. There were 5 new applicants for the Veterans credit; 4 were approved/1 was not. There were 8 new applicants for the Senior credit; 6 were approved/2 were not.

Public Comments

Liz Faria asked if Karen creates all of the budgets; response was that departments submit their numbers, then Karen's office enters the data on the worksheets. Liz suggested having a dedicated, qualified person working solely on budgets for streamlining/better structure.

Motion by Alina to adjourn; meeting adjourned at 7:48 pm.

Upcoming Meetings

Pending - Jul 10, 2023 at 6 pm: Highway Site Visit

Pending - Aug 7, 2023 at 6 pm: Rec Site Visit

Pending - Aug 14, 2023 at 6 pm: Library Site Visit

Sep 18, 2023 at 6 pm: Budget Committee Meeting

Respectfully submitted,
Michelle Siudut, Secretary