

**Policies and Procedures Sub-Committee of the  
Brentwood Municipal Budget Committee  
Meeting Minutes of June 26, 2019**

Kris called the meeting to order at 6:55 pm.

Committee members present: Kris Magnusson, Chair (BudComm), Michelle Siudut (BudComm), Bob Mantegari, Bill Faria (Selectmen's Rep), Christine Belanger, Brett Ramsdell, Robin Wrighton.

Visitors present: Liz Faria

Minutes of the June 12 2019 meeting were discussed. Motion by Bob Mantegari, seconded by Bill Faria to accept the minutes; passed 5-0-1.

Brett presented his recommendations in relation to the Exeter Regional Cooperative School District.

He had asked the SAU for student enrollments; he only received 10 years. He then requested data for additional years from the state; which he is still waiting for. Once he gets that, he will develop a spreadsheet to show number of pupils, costs and the increases.

*Recommendation: To continue the collection of historical data from the State of New Hampshire on the cost of Exeter Regional Cooperative School District (ERCSD) Coop students per town since the creation of the Cooperative School District. The desired result is to understand the rate of growth that Brentwood has experienced, and to compare to other member towns of the Cooperative School District.*

Discussion about the lack of individual town representation on the Cooperative School Board and the Cooperative Budget Advisory. This is due to the "at large" election of each representative, ie all towns vote for all representatives. It is felt that town's should elect their own representative for fair representation.

*Recommendations: Reevaluate the process of electing representatives to the Cooperative School Board. Engage with the Cooperative Budget Advisory Committee representative from Brentwood and the Brentwood Cooperative Representative.*

The next topic was recognition of employees and volunteers. Bill said the Selectmen have begun recognizing employee performances on a monthly basis. The names of suggested personnel to be recognized are entered into a drawing; one name is chosen; that employee then receives a gift certificate to the Brentwood-based business of their choice. Businesses are asked to match the town's purchase.

*Recommendation: To hold a Brentwood Municipal Celebration annually to recognize and celebrate the exemplary work of our municipal associates and volunteers. Awards would also be given to those selected few who have gone above and beyond the normal scope of their duties such as perfect attendance, cost-saving or other valuable ideas, departments coming in under budget, etc.*

Discussion ensued about the budget committee. This committee recommends budget committee members receive and review monthly reporting of revenues and expenditures.

The committee then reviewed the entire list of recommendations which have been put forward. Bob Mantegari made a motion, seconded by Robin Wrighton to approve these recommendations as amended; passed 7-0-0.

Robin was asked to include an article in the next (September) Brentwood Newsletter with a summary report of the sub committee.

This is the final meeting of this sub committee. Michelle will send out minutes via email. Members are asked to contact Michelle, individually, either with suggested changes or approval of the minutes. Motion by Bob Mantegari, seconded by Christine Belanger,; passed 7-0-0.

Motion to adjourn at 7:51 pm.

Respectfully submitted,  
Michelle Siudut

#### Contact List

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