



**TOWN OF BRENTWOOD  
SELECTBOARD  
TOWN OFFICE: 1 DALTON ROAD  
AGENDA FOR 11/14/2023 @ 6:00 PM**

- I. Convene
- II. Review and sign payroll and accounts payable register
- III. Review and approve the Consent Agenda: Subject to Change
  - a. Public Minutes 11/07/2023
  - b. Nonpublic Minutes 11/07/2023 – sealed
  - c. Recreation Manifest
  - d. Treasurer’s Report
  - e. Building Permits
- IV. Public Comment
- V. Discussion/Action Items
  - i. Review 2024 Budgets
    1. Town Clerk
    2. Tax Collector
    3. Election
    4. Town Meeting
    5. Conservation
    6. Town Administrator
    7. Finance
  - ii. Janice Wiers: Amphitheater update and APRA funds request
  - iii. Medical Insurance
- VI. Regular Business
  - a. Committee Updates
- VII. Any other matter that may legally come before the Board
- VIII. Non-Public Session:  
May be called at any time in accordance with Chapter 91A:3II, a, b, c, d, e, i
- IX. Adjourn

2024 TC/TX BUDGET

TOWN CLERK		2023	2024		
01-4140-05-110	T/C-SALARIES-TOWN CLERK	31722.60	33494.83	5.59%	5%
01-4140-05-115	T/C-WAGES-DEPUTY	9326.40	10604.00	13.70%	increased weeks + 5%
01-4140-05-120	T/C-WAGES-OFFICE	16544.00	18272.00	10.44%	increased weeks + 5%
01-4140-05-210	T/C-HEALTH INSURANCE	0.00			
01-4140-05-212	T/C-DENTAL INSURANCE	0.00			
01-4140-05-214	T/C-SHORT TERM	0.00			
01-4140-05-215	T/C-LIFE INSURANCE	0.00			
01-4140-05-225	T/C-FICA/MEDICARE	4405.86	4771.37	8.30%	
01-4140-05-230	T/C-NH RETIREMENT	5771.49	5966.57	3.38%	
01-4140-05-240	T/C-PROFESSIONAL	400.00	500.00	25.00%	registration cost increase
01-4140-05-242	T/C-CONVENTIONS	1000.00	1500.00	50.00%	hotel/registration increased for 2 people
01-4140-05-452	T/C-SOFTWARE SUPPORT	0.00			
01-4140-05-550	T/C-PRINTING	0.00			
01-4140-05-560	T/C-DUES/SUB/FEES	100.00	100.00	0.00%	
01-4140-05-561	T/C-E-REG FEES	0.00			
01-4140-05-570	T/C-BOOKS & PUBLICATIONS	0.00			
01-4140-05-625	T/C-POSTAGE	4000.00	1.00	-99.98%	postage moved to town admin
01-4140-05-630	T/C-OFFICE SUPPLIES	935.00	1000.00	6.95%	increase for monthly reminders
01-4140-05-680	T/C-DOG LICENSES	325.00	400.00	23.08%	dog license price increase
	<b>TOTAL</b>	74530.35	76609.76	2.79%	
	<b>DIFFERENCE</b>		2079.41		

2024 TC/TX BUDGET

TAX COLLECTOR		2023	2024	
01-4150-04-110	TX-SALARIES-COLLECTOR	31722.60	33494.83	5.59%
01-4150-04-115	TX-WAGES-DEPUTY	9326.40	10604.00	13.70%
01-4150-04-120	TX-WAGES-OFFICE CLERK	16544.00	18272.00	10.44%
01-4150-04-210	TX-HEALTH INSURANCE	0.00		
01-4150-04-212	TX-DENTAL INSURANCE	0.00		
01-4150-04-214	TX-SHORT TERM	0.00		
01-4150-04-215	TX-LIFE INSURANCE	0.00		
01-4150-04-225	TX-FICA/MEDICARE	4405.86	4771.37	8.30%
01-4150-04-230	TX-RETIREMENT	5771.49	5966.57	3.38%
01-4150-04-240	TX-PROFESSIONAL TRAINING	350.00	500.00	42.86%
01-4150-04-242	TX-CONVENTIONS	1000.00	1500.00	50.00%
01-4150-04-315	TX-ABSTRACTS	1500.00	1500.00	0.00%
01-4150-04-560	TX-DUES/SUB	100.00	100.00	0.00%
01-4150-04-603	TX-OFFICE SUPPLIES	1000.00	1000.00	0.00%
	<b>TOTAL</b>	71720.35	77708.76	8.35%
	DIFFERENCE		5988.41	

5%  
increased weeks + 5%  
increased weeks + 5%

registration cost increase  
hotel/registration increased for 2 people  
lien/mortgagee research

2016	TC/TX
	TC
2014	TC/TX

2024 TC/TX BUDGET

TOWN MEETING		2023	2024	
01-4130-03-130	T/M-MODERATOR	800.00	2000.00	2mod/5 elections
01-4130-03-225	T/M-FICA			
01-4130-03-552	T/M-TOWN REPORT	2000.00	2000.00	
01-4130-03-603	T/M-GENERAL SUPPLIES	1.00	1.00	
	<b>TOTAL</b>	2801.00	4001.00	42.84%

ELECTIONS		2023	2024	
01-4140-06-110	E/L-SALARIES-CLERKS	500.00	7200.00	15hrs/\$10/12bc/4elections
01-4140-06-130	E/L-SUPERVISORS	1200.00	3000.00	3sup/5 elections
01-4140-06-225	E/L-FICA			
01-4140-06-240	E/L-PROFESSIONAL TRAINING	150.00	150.00	
01-4140-06-290	E/L-MEALS & SERVICES	325.00	2000.00	\$500/4elections
01-4140-06-452	E/L-SOFTWARE SUPPORT	400.00	400.00	
01-4140-06-550	E/L-PRINTING	2500.00	2500.00	
01-4140-06-551	E/L-ADVERTISING/NOTICES	1000.00	1000.00	
01-4140-06-603	E/L-GENERAL SUPPLIES	1000.00	11000.00	10000 election machine
01-4140-06-625	E/L-POSTAGE	1.00	1.00	
01-4140-06-655	E/L-EQUIPMENT MAINTENANCE	250.00	250.00	
	<b>TOTAL</b>	7326.00	27501.00	275.39%

BUDGET WORKSHEET - EXPENDITURES

Report Sequence = Fund or Acct Group

Account = 01-4611-50-110 thru 01-4611-50-999; Mask = ##-###-##-###

Level of Detail = Account Number; Level = 9

Fund: GENERAL FUND - 24BUDGET

Budget Year: January 2024 thru December 2024

Account Number	Account Name	This Year Budget (3)	This Year Actual (4)	Next Year Requested (5)	Next Year Approved (7)
CONSERVATION COMMISSION					
Conservation					
01-4611-50-115	C/C - WAGES - SECRETARY			-	
01-4611-50-225	C/C - FICA/MEDICARE			-	
01-4611-50-240	C/C - PROFESSIONAL TRAINING	300		500	
01-4611-50-301	C/C - AUDIT EXPENSE	7,000		17000	
01-4611-50-302	C/C - EASEMENT MONITORING	3,500		3500	
01-4611-50-551	C/C - ADVERTISING/NOTICES	1		1	
01-4611-50-562	C/C - DUES	600	300	600	
01-4611-50-625	C/C - POSTAGE	1		1	
01-4611-50-630	C/C - OFFICE SUPPLIES	100	20	100	
01-4611-50-688	C/C - TOWN EVENTS	1,000		1000	
01-4611-50-900	C/C - ANNUAL APPROPRIATION	1,150		1150	
	**TOTAL** Conservation	13,652	320		
	**TOTAL** CONSERVATION COMMISSION	13,652	320		
	**TOTAL** BUDGET TOTAL	13,652	320	23852	

1.46% increase

Town Administrator

	This Year Budget	This Year Actual	Next Year Requested	Next Year Approved
01-4130-02-110	100359		74824	105971
01-4130-02-206				
01-4130-02-210				
01-4130-02-211				
01-4130-02-212				
01-4130-02-214				
01-4130-02-215	7677		5633	8107
01-4130-02-225	13840		10341	14338
01-4130-02-230	300			300
01-4130-02-240	111		110	110
01-4130-02-450	1			1
01-4130-02-560	1			1
01-4130-02-570				
T/A - SALARIES				
T/A - DEFERRED COMPENSATION				
T/A - HEALTH INSURANCE				
T/A - IN LIEU OF INSURANCE				
T/A - DENTAL INSURANCE				
T/A - SHORT TERM DISABILITY				
T/A - LIFE INSURANCE				
T/A - FICA/MEDICARE				
T/A - NH RETIREMENT				
T/A - PROFESSIONAL TRAINING				
T/A - CONSULTING FEES				
T/A - DUES/SUBSCRIPTIONS				
T/A - BOOKS & PUBLICATIONS				
** TO TAL** Town Administrator	122289	90907		128828

				This Year Budget	This Year Actual	Next Year Requested	Next Year Approved
Finance							
01-4150-09-110	F/A	-	SALARIES - TREASURER		11265	8417	11660
01-4150-09-115	F/A	-	WAGES - BOOKKEEPER/CLERK		70541	45236	73218
01-4150-09-130	F/A	-	TRUST FUND BOOKKEEPER		400	20	400
01-4150-09-210	F/A	-	HEALTH INSURANCE		4881	3530	5117
01-4150-09-225	F/A	-	FICA/MEDICARE		7246	5419	7471
01-4150-09-230	F/A	-	NH RETIREMENT		13150	12276	15000
01-4150-09-301	F/A	-	AUDIT EXPENSE				
			**TOTAL** Finance		107483	74898	112866

950.25 3 mos, 978.75 9 mos