

**Town of Brentwood Municipal Budget Committee  
Minutes of September 23 2024 site visit at Library**

*Members:* Jack Mitchell (chair), Michelle Siudut (secretary), Brian Duffy (Swasey rep), Kat Niemiroski, Gabbie Kelly, Jennifer Jones (BOS rep)

*Guests:* Library Director Janice Wiers, Library Trustee Melissa Bertoulin, Liz Faria

Library Director Janice Wiers discussed budget items:

- media line up 5.6%, from \$36K to \$38K for subscriptions and print books
- Internet/phone/wifi - already over for this year, just due to increases
- Computer up 13% to include replacement costs (one machine per year)
- Most other lines are level funded
- Decrease in Supplies

Total budget increase of 3.4% over last year

Salaries: staffing currently consists of 2 FT, 3 library assistants (up to 20 hrs each), one substitute, 2 pages (up to 16 hours per week). Page availability is restricted (school) and their current pages will graduate in the spring. Janice wants to replace pages with an additional library assistant starting in April; this person would receive no town benefits, but would get holiday pay and earned time. Last summer's intern wants to return as the new library asst; her age and interest in social media are assets. This person is currently working, which is a big help with Kiki's absence (Kiki is out on short term disability for 2+ months, knee injury). Pre-covid there were 8 employees; this new assistant would bring total employees to 6 and a sub. Total projected salary numbers aren't yet available, waiting on insurance, wage, COLA, merit, etc. but expects 3% overall salary/benefit increase. The State retirement went down to 12.75 from 13.

Discussion about additional hours on Saturday or evening.

2 sets of stairs/ramps have been done.

Amphitheater is complete (aside from additional seating). Have had events such as Open House, Maggie the dog, etc. Janice hopes people will also just use the space for themselves.

Needs/wants: elevator (which may be grant-eligible); interior/exterior paint (lead concerns); full generator (fish, safe place for residents, protect books). Discussion of CRF for paint.

Friends are a valuable source for funding for summer reading and other "extras" not covered in the budget.

Non-library related commentary:

Town will be hiring grant writer, per Jennifer.

At a previous BudCom meeting, a request was made to have larger budgets presented earlier in the meeting. Jennifer said the large budgets were later in the season due to pending employee/insurance numbers. That wait is no longer necessary, as insurance is now a separate budget. The BOS is open to rearranging budgets for next season.

Brian said the Swasey budget is expected by early Dec. The SAU Admin budget has a 3.79% increase, most of which is personnel. With this budget, the Swasey budget should have a slight drop of \$6900 for the admin line, probably due to increased valuations in other towns. Public hearing of the Admin budget will be in October.

Swasey solar panel project was delayed; however everything is now approved. The bond application was filed last week; panels have been ordered and should be installed by year end. Regarding health insurance, and combining town with school - SAU says no, every town would need to. Two towns can combine if they both agree, but that probably wouldn't happen since teachers' prices would increase.

Next regular budget committee meeting will be October 21 at 6pm.

Visit concluded at 7:05 pm.

Respectfully submitted,  
Michelle Siudut, Secretary