

**Town of Brentwood Municipal Budget Committee
Minutes of October 28, 2024 Committee Meeting**

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

Members absent: Alina Arida (excused), Gabbie Kelly

Jack called the meeting to order at 6:05 pm. The pledge of allegiance was recited.

Meeting Minutes

Motion by Jennifer, seconded by Kat to approve the October 21 2024 minutes; approved 5-0.

Selectboard Report - Jennifer Jones

Fire Chief will be attending the BOS meeting tomorrow night to discuss their staffing concerns.

Tax rate will be signed tomorrow: both the municipal and school portions will increase, over all 7% for a revised tax rate of \$25.17. Our total tax base is \$756,957,876.

Jack extended an invitation to the BOS to the site walk at the Historical Society on Nov 11.

Swasey School Report - Brian Duffy

Overall, the SAU saw a decline of 30 total students from last year to this year.

Brian will provide Swasey's enrollment numbers at our next meeting.

SAU Admin budget was approved by the board at a total amount of \$3,425,176.

Swasey School board will discuss the first budget draft at their next meeting.

Budgets

Conservation Commission. Commission Chair Rebecca Dunham presented. A placeholder was added for legal; increases in professional services, office supplies, travel and land maintenance. 80% of this budget is expected to be used by year end; some funds may be encumbered for pending contracts. It was noted that this Commission worked hard to maintain a level funded budget. Motion by Brian, seconded by Michelle to approve \$12,704, a \$1 increase; passed 5-0.

Welfare. Regional Associations Chair Rebecca Dunham presented on one line of this budget. In 2024, \$17,357 was distributed to applicants. Overall, the Welfare budget is level funded. Motion by Michelle, seconded by Kat to approve \$25,407; passed 5-0.

Cemetery. Chair Jim Hajjar presented. 3% COLA increase; 1.76% merit increase. Clerical stipend was added to superintendent's salary; this was previously done by a person other than the Superintendent. All other lines remain level. Question as to how much of the budget will be

spent by year end; they estimate they will spend it all; last year they spent 97% of the budget. Motion by Kat, seconded by Brian to approve \$14,740; passed 4-1.

Jim stated there is the need for a new cemetery within the next 10 years. They hope to utilize property the town already owns. There is no specific plan or expected expense at this time; but just thinking ahead.

Information Systems. Jennifer reviewed this budget. When the new website was established, it was paid ahead for 5 years. The hardware and software support includes record keeping, Microsoft 365, Quickbooks, BMSI, dog licenses etc. Town Clerk would like to upgrade her software to Avatar. The current BMSI accounting software is no longer supported and needs to be replaced; there is a separate CRF with \$112K that will be used for this. Administration is researching to ensure any new softwares will be compatible.

This budget does not include actual hardware; it was noted Block 5 said we will need to replace several aging-out machines.

Motion by Kat, seconded by Brian to approve \$84,842, an increase of \$9,520 or 12.64%; passed 5-0

Budget Committee. Motion by Michelle, seconded by Brian to approve \$500, which is level funded; passed 5-0

Old Business

Sketches of Brentwood is posted on the website.

There is a meeting on the Municipal Building tomorrow at 1:30 pm.

Upcoming Meetings

Nov 11 2024 at 5 pm: Site Visit at Historical Society

Nov 18 2024 at 6 pm: Regular Meeting

Nov 25 2024 at 6 pm: Regular Meeting

Dec 9 2024 at 6 pm: Regular Meeting

Dec 16 2024 at 6 pm: Regular Meeting

Motion by Jennifer to adjourn; meeting adjourned at 6:45 pm.

Respectfully submitted,

Michelle Siudut, Secretary