

**Town of Brentwood Municipal Budget Committee
Minutes of June 16, 2025 Meeting held at Town Office**

Members Present: Jim Hajjar (Chair), Michelle Siudut (Secretary), Kat Niemiroski, Letty Bedard (Selectboard rep), Dan Hebert (Swasey rep)

Excused absences: Alina Arida, Gabbie Kelly

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

Jim announced we have a 7pm time limit for this room, as there is a Zoning meeting scheduled for 7 requiring the camera. We will switch the order of business to utilize the screens.

Old Business

Hajjar showed slide presentations on several topics. Full presentations can be viewed on the Budget Committee page of the town website.

*Bond Schedule. The town has 7 outstanding bonds, which are shown below. Hajjar further explained bond types, bond payoff schedules, how payoffs will impact the town budget, and estimated payment scenarios for a municipal complex project at various costs.

Bond ID	Bond Name	Start Date	Debt Schedule (years)	End Date	Total Principal	Total Interest	Interest Rate	Total Payment
A	Road Construction	8/15/2017	10	8/15/2027	\$526,700	\$146,549	1.75%	\$673,249
B	Conservation Easement Acquisition 1	1/15/2012	20	1/15/2032	\$268,300	\$100,140	3.28%	\$368,440
C	Fire Station	1/15/2012	20	8/15/2030	\$1,551,000	\$709,890	3.81%	\$2,260,890
D	Conservation Easement Acquisition 2	8/15/2009	20	8/15/2028	\$947,045	\$417,334	4.24%	\$1,364,379
E	Conservation Easement Acquisition 3	8/15/2008	20	8/15/2027	\$237,800	\$101,953	4.56%	\$339,753
F	Conservation Easement Acquisition 4	1/15/2006	20	1/15/2025	\$500,000	\$226,482	3.29%	\$726,482
G	Fuller Property Conservation Easement	8/15/2025	15	8/15/2029	\$225,250	\$92,094	3.46%	\$317,344

*Tax Cap Impact Estimates. Hajjar explained calculating the tax cap base is Total Appropriations - Revenues + War Service Credits + Actual overlay used (tax abatements). Using estimated revenues, credits and overlay, Hajjar estimated the tax cap estimated maximum appropriation increase for FY2026 will be \$313,281.

*Encumbrances. Hajjar presented information on how encumbrances work in NH, including language from NH RSA 32:7. He has confirmed with NHMA, NH-DRA and Town Administrator that encumbered funds are not included in the following year’s budget, have no bearing on the following year’s appropriations therefore do not impact the tax cap.

*Updates on subcommittees.

*Healthcare. Data on current health insurance options has been compiled. Hajjar spoke with HealthTrust, who is willing to help us re-evaluate our current options. BudCom cannot make changes to our health insurance offerings, however we can effectuate change by determining the amount in the Health Budget. Hebert said the school board is also gathering data and looking at alternatives.

*Trash. Siudut and Kelly had a discussion about options and acknowledgement of options - potential to put less items in the trash, repurposing, etc.

*Communication. Niemiroski did not have a report, but did inquire if this Committee plans to meet with departments as we have done in years past. If so, she would like to see those meetings publicized for the public to attend.

Minutes

Motion by Bedard, seconded by Niemiroski to approve the April 21 2025 meeting minutes; approved 5-0
Motion by Bedard, seconded by Niemiroski to approve the May 5 2025 meeting minutes; approved; 5-0

Selectboard Report - Letty Bedard

- *BOS will be considering a regulated payscale for police. They will also be reviewing a standardized raise policy based on COLA only, without merit.
- *A CPA was hired to complete reconciliations for 2024.
- *The auditors have started their 2024 review.
- *BOS approved hiring of a Finance position; Bedard is unaware if applications have been received.

Swasey School Report - Dan Hebert

- *There are 2 data points used by the school to determine progress. iReady results have been received and are very positive.
- *Solar rebate. SAU had submitted physical paperwork, however the IRS said it must be eFiled.
- *Hebert has been providing monthly reports to BC. Our FY is done, but vendors may still be paid for a couple of months. Estimated return to taxpayers will be determined after all invoices are paid.

New Business

- *Hajjar would like to send a letter to BOS that we hope to work together on budgets especially in light of tax cap. He hopes for early-on prioritizing for each department, wants to engage the community and be clear on reason for any increases. Bedard offered to read the letter at the BOS meeting. Bedard said tomorrow night's BOS agenda includes how to prepare for budget season in light of the tax cap. Bedard explained how budget season has worked in the past. Hajjar's hope is that BC will provide a target number for each department. Discussion about holding work sessions.
- *Hajjar will reach out to department heads to set up site walks.

Public Comment

None

Motion by Siudut, seconded by Bedard to adjourn; meeting adjourned at 7:01 pm.

Upcoming Meetings - meetings are open to the public and livestreamed on Brentwood YouTube channel
Aug 18 2025 at 5 pm - Regular Meeting

Respectfully submitted,
Michelle Siudut, Secretary