

Town of Brentwood Municipal Budget Committee
Minutes of November 24, 2025 Meeting held at Town Office

Members Present: Jim Hajjar (Chair), Michelle Siudut (Secretary), Letty Bedard (Selectboard rep), Gabbie Kelly, Kat Niemiroski, Dan Hebert (Swasey rep), Alina Arida (attending remote)

Hajjar called the meeting to order at 6:02 pm. We held a moment of silence for Richard Chamberlain. The pledge of allegiance was recited. Motion by Kelly, seconded by Niemiroski to approve the November 17 2025 meeting minutes; approved 6-0-0.

Motion by Kelly, seconded by Niemiroski to allow Arida to attend remotely; motion approved 6-0.

Selectboard Report - Letty Bedard

*Last week, Selectboard voted to change the employee handbook health insurance policy to cover 100% single/80% couple/80% family based on Plan B.

Swasey School Report - Dan Hebert

No update.

Budgets

Hajjar said there are budgets on the agenda that have been re-submitted by departments, but have not been approved by Selectboard. Kelly suggested we wait until Selectboard approves the re-submitted budgets. Bedard said Selectboard informed her she must vote the way the Selectboard has voted, as she is representing them. Hebert asked if that was policy; Bedard said it is a Selectboard policy; she can voice a differing opinion, but her vote must represent the Selectboard vote.

Niemiroski made a motion to table budgets that have not been approved by Selectboard. Siudut expressed there is no need to make this motion, we simply do not re-open the budgets.

Discussion about departments being notified to re-submit budgets with salary increases at 2.8%. Arida and Kelly suggested department heads be notified directly by email. Town Administrator Julie Stevens said cemetery, welfare, TC/TC already submitted corrected budgets. Stevens did send an email to Planning Board as that was the only other budget with salaries that had been approved. Fire department and police departments already know. Arida reiterated that documentation should be done, to protect the town.

Insurance (4196-11) Arida asked if this budget will accommodate new hires. TA Julie Stevens said this number is based on prior year payroll and property value. Stevens was unsure who originally presented census information to Primex. Arida stated different jobs have different rates. Motion by Kelly, seconded by Siudut, to approve \$196,120, an increase of \$10,009 or 5.4%; Niemiroski- aye, Kelly- aye, Bedard- aye, Siudut- aye, Hebert- aye, Arida- aye, Hajjar- aye; motion approved 7-0.

Arida arrived at 6:38 pm.

General Government (4199-15) Most of the decrease is due to grant writer reduction, as that position is no longer filled. The Town Communication line includes the Brentwood Newsletter (this line currently shows no expenditures as they were miscategorized to a warrant article line; this will be corrected; \$14,175 has been spent to date). Discussion about funds in this line to potentially mail postcards about municipal building. Kelly said cost to mail 2 postcards would be \$2800-3000; she doesn't think we need more \$ in this budget for that. Expenditure offset line was reduced to \$10K; this line used to be TANS, but the Selectboard cut that to \$1 and instead put funds in Expenditure Offset to be used to offset any budget lines that may get overspent; or to pay for items the board approves but did not budget for (such as graduation flags, which went in the Town Report line). Siudut said previous TA would not overspend a line; Bedard said overspent lines were not accurately tracked in the past. Discussion about creating a policy that expenses must be categorized appropriately. Hajjar requested public comment; none. Motion by Kelly, seconded by Siudut, to approve \$66,825, an decrease of \$45,001 or 40%; motion approved 7-0

Public Comment

None

An additional meeting date of Dec 22 was added, if needed.

Motion by Kelly, seconded by Arida to adjourn; meeting adjourned at 6:59 pm; motion passed 7-0.

Upcoming Meetings - All meetings are open to the public and livestreamed on Brentwood's YouTube channel.

Mon, Dec 8 at 6pm: Budget Committee meeting

Mon, Dec 15 at 6pm: Budget Committee meeting

Mon, Dec 22 at 6pm: Budget Committee meeting

Wed, Jan 7 at 6pm: Budget Committee meeting

Mon, Jan 12 at 6pm: Budget Committee meeting

Feb 4 at 6pm: Budget Committee Hearing - Brentwood Rec

Feb 12 at 6pm: Budget Committee Hearing (if needed) - Brentwood Rec

Mar 2 at 6pm: Swasey School District Meeting at Swasey School

Mar 14: (potential) Town Meeting at Swasey School

Respectfully submitted,
Michelle Siudut, Secretary