

**Town of Brentwood
Budget Committee Meeting:
Minutes of October 28, 2008**

Present: Jane Byrne Chairman, Jeff Bryan Selectmen's Rep, Elyse Seeley, Ken Christiansen, Jason Clark (for Charlie Gargaly), and Bill Faria.

The meeting was called to order at 7: 00 PM

February and September 2008 meeting minutes

- Motion was made to accept the February and September 29th minutes without correction. The motion was seconded and carried.

“Punch List” for Budget Committee meetings. Elyse asked that a punch list be included in the Meeting Minutes to assist attendees who are asked to provide information for the next meeting. It was agreed that the meeting minutes would include a punch list.

Warrant Article discussion carryover from 9/25 meeting. Despite the State not having approved a contractor for the Crawley Falls Bridge repairs, the Town will encumber the money this year. The Town will be reimbursed by FEMA and other gov't agencies for the repairs.

Town of Brentwood Budget (Jeff Bryan). Review of Selectman's decisions to-date for 2009 budget.

- Health Office has been presented, reviewed and accepted. No change from '08.
- The General Assistance budget has been presented, reviewed and accepted. The budget request is slightly less than the budget of '08.
 - Questions were raised re: likelihood of the expenses coming in at this level with increases in heat and pressure on homeowners due to job losses, etc.
 - Jeff clarified that the GA will provide vouchers to help with rent, food, clothing and fuel, but does not provide vouchers to help with mortgage payments.
- Fire Dept. Operating item: the maintenance line will exceed budget in 2008 due to a purchase of new tires for Engine #3. Salary Line. The chief has presented his salary requests for 2009, and they are under review. Note: dept. employees have not received step or grade increases in 5 years. It is anticipated that the Fire Dept Budget will be available for review at the November 17th BudComm meeting.
- The COLA (Cost of Living Adjustment) for all town employees is being proposed at 2.3% for 2009. Howard Cadwell generated this figure for the Town using a 5 year averaging process.

PUNCH LIST ITEM #1: Ken requested that Jeff provide a breakdown of revenues generated by the Recreation Dept.

Cooperative Advisory Board (Elyse Seeley). No budget information is available at this time. Elyse shared some of the process that the Board is undertaking with the SAU 16 School Board.

- The BudComm was informed re: financial status of GBECS (Great Bay East Charter School) and how funding is determined.
- The CAB has undertaken an analysis of staffing levels at the High School and Middle School in comparison to Winnicunnet and Pinkerton.

PUNCH LIST ITEM #2: Elyse was asked to provide a list of SAU items that could adversely impact the Brentwood 2009 Town budget.

Brentwood School Board. (Jason Clark in for Charlie Gargaly).

- The punch list answers to 9/25 questions were in an email from Charlie.
 - Swasey Asst Principal Karen Schroeder has her teaching and Principal's certification.
 - New fixtures installed at the school will receive a rebate from the power company.
 - Deadline for teachers to have coursework completed to receive step up was August 15th.
 - 2008-2009 is the first year of a 5 yr bus contract.
- School Committee requested that the BudComm meeting on their budget be postponed until after their 12/15 joint committee meeting. (The school board will have their first review of Principal Ostrowski's budget requests on 11/10.) It was agreed that the BudComm would meet on 12/18.

Next meeting. November 17th, with future meetings on Nov 24 and Dec 18, 2008. Scheduled meetings in 2009 include, January 5, 12, 29 and 26th. All meetings will be posted prior to the November 17th BudComm meeting.

The meeting adjourned at 8:10 .

Minutes taken and reported by Tracie M May