



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
FINANCE COMMITTEE**

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**Brookline Finance Committee Meeting
Meeting Minutes
Tuesday, October 18, 2022**

1 Committee Attendance: Brian Rater (BR), Cindy LaCroix (CL), Tracy Perry (TP)

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3 **Meeting called to order: 7:37 pm**

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5 Brian Rater (BR) – Welcomed finance committee members to the October meeting of the
6 Brookline Finance Committee which was held in person.

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8 **Public Input** – no public present.

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10 **Meeting Minutes for Approval**

11 BR motioned to approve the minutes of the September 20, 2022, Brookline Finance Committee
12 meeting as amended; CL seconded. BR entered the voting mode by show of hands. The motion
13 carried 3-0-0.

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15 **3. Agenda adjustments – Market adjustments for salaries and ARPA funds**

16 At the Brookline Selectboard meeting on October 17th, several town departments presented their
17 2023 departmental budgets, including Ambulance, Building Inspection, Financial
18 Administration, Legal, Insurance, Debt Service, and Cable Access. For the specific line item of
19 salaries, department managers were advised to increase salaries by 4.5%. After conducting
20 market evaluations across similar job positions in comparable towns, several departments revised
21 their budgets to include salary increases to reflect upward market adjustments. Discussion of
22 ARPA funds and the use of those funds towards offsetting certain budget items were also
23 discussed.

24
25 **4. Recommendations for Town Stipends**

26 BR, CL, and TP reviewed a document created by CL of Brookline's stipend distributions. After
27 CL presented the information to the Selectboard, the Board members asked the Finance
28 Committee to make recommendations for stipend increases to include in the FY23 budget. BR,
29 CL, and TP reviewed the stipends for each position, computing increasing based on market
30 comparisons of similar positions in similar NH towns. Recommendations were not finalized, and
31 the discussion would be continued at the next FinComm meeting.

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33 **5. Updates from Other Committees**

34 BR said the COOP Governing Committee voted in May 2022 to use retained funds to increase
35 SAU salaries based on market analysis.

36 TP gave an update that the Capital Improvements Committee met on October 12th to review the
37 first draft of the CIP and will meet on October 19th to review the second draft. The Energy
38 Committee is continuing to work on gathering RFPs for a furnace vendor, collecting information
39 on HVAC systems and solar options, and preparing to create a report for the Selectboard due at
40 the end of October.

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42 **6. Set date of next meeting** – BR proposed the next meeting for November 15, 2022, at 7:30
43 pm.

44
45 **Other Business** - none

46
47 **BR asked for a motion to adjourn the meeting. TP moved to adjourn; CL seconded.**

48
49 **BR entered the voting mode by show of hands. The motion carried 3-0-0.**

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51 **The meeting was adjourned at 9:33 PM.**