



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

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**Brookline Finance Committee
Meeting Minutes
Wednesday, September 30, 2020**

1 *Meeting Held Virtually Under Emergency Order #12*
2

3 Committee Attendance: Brian Rater, Matthew Mailloux

4 Absent: Dennis Comeau

5 Public in attendance: None
6

7 **Meeting called to order: 7:03pm**
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9 Brian Rater (BR) – Welcomed all attendees to the August meeting of the Brookline Finance
10 Committee. BR announced that the meeting was being held under the provisions of Emergency
11 Order #12. Under this emergency order each member in attendance is required to announce the
12 reason for attending virtually, their location, and if anyone other than themselves is in the room.
13

14 BR- Attended virtually due to social distancing guidance, BR is the only person in the room.
15 Matthew Mailloux (MM) - Attended virtually due to social distancing guidance, MM is the only
16 person in the room.
17

18 BR noted that Dennis Comeau would be unable to attend due to a concurrent town committee
19 meeting.
20

21 BR reiterated the requirement that all votes must be recorded by roll call under the emergency
22 order provisions.
23

24 BR asked if there was any public input at this time.
25

26 **There was no public input.**
27

28 BR reviewed the meeting agenda and asked if there were any adjustments to the published
29 agenda.
30

31 **There were no adjustments.**

32
33 BR asked for a motion to approve the minutes from the August 18 meeting. BR asked if the
34 Committee had any changes to the draft minutes. There were no amendments to the minutes.
35 **BR moved to approve the minutes as written. MM seconded. BR entered the voting mode**
36 **and voted yes. MM voted yes. The motion carried 2-0-0, and the minutes from August 18**
37 **were approved.**

38
39 BR advanced the agenda to hear an update on the Budget Committee Study Committee.

40
41 MM provided an update on the committee's work, including recent qualitative data collection
42 from peer towns finance and budget committees. MM asked if the current members of the
43 finance committee would be willing to serve in a transitional year if the town voted to establish a
44 budget committee. Both MM and BR stated their willingness, citing continuity and institutional
45 knowledge.

46
47 MM said that the BudComm Study Committee is targeting a 11/2 reporting deadline for their
48 findings. The Committee is preparing to issue a recommendation that this should appear as a
49 warrant article at town meeting, but the Committee will be reporting without offering a favorable
50 or unfavorable recommendation.

51
52 BR advanced the agenda to provide an update on the DPW committee.

53
54 BR mentioned that the DPW committee is continuing to refine the building plan. The current
55 price estimate is approximately \$2-\$2.5 million. The Committee is working to find additional
56 cost savings. BR stated that the Selectboard has approved a contract with North Brand as the
57 project manager to oversee future construction should the item pass at Town Meeting.

58
59 BR mentioned that upon further review, the building will be required to have a fire suppression
60 system. The next phase the DPW committee is targeting is public education of the committee's
61 work and benefits of the project as depicted.

62
63 BR advanced the agenda to hear an update on the Solar committee. There was no update given
64 DC's absence. BR advanced the agenda to hear an update on the SAU committee. There was no
65 update given DC's absence. BR asked if there were any reports from other committees. There
66 were no other reports.

67
68 BR advanced the agenda to provide an update on the 2021 budget process.

69
70 BR explained the Town budget process begins earlier than the school budget. The School budget
71 goes through several iterations before the finance committee becomes involved. Town budget
72 hearings will begin on 10/5 and will continue on 10/19 and 11/2 if needed. Each department will
73 be invited to make a brief presentation and answer questions. BR stated that final budgetary
74 decisions will occur later this fall and that these conversations serve as strong preliminary
75 guidance.

BR said that Tad Putney has provided the finance committee with draft numbers that are still pending review. Some departments have not yet provided their 2021 guidance.

BR mentioned that based on the initial numbers, the addition of a new fire truck approved at 2020 Town Meeting equates to a \$201k, or 4%, increase in the town operating budget for 2021.

BR reviewed the preliminary warrant articles for 2021. MM mentioned he had questions regarding the cable access line item.

BR also pointed out a calculation error in that the 2020 budget did not match what was approved by the voters at 2020 Town Meeting. As a result, the percentage change will be off for each line item.

BR asked if there was any other business to be discussed.

MM stated that it was good to see that the town had applied for its share of the CARES Act money available to municipalities through the State. BR mentioned these State and Federal resources have been helpful during the pandemic and mentioned potential impacts to reduced State revenues, including education funding.

BR stated that the committee's next scheduled meeting is for October 5 for town budget hearings.

BR asked for a motion to adjourn the meeting. MM moved to adjourn; BR seconded.

BR entered the voting mode and voted yes. MM voted yes. The motion carried 2-0-0.

The meeting was Adjourned at 7:22pm