



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

**P.O. BOX 360 – 1 Main Street
BROOKLINE, NH 03033-0360**

Telephone (603) 673-8855, ext. 213
Fax (603) 673-8136

<http://www.brooklinenh.us>

**Brookline Finance Committee
Meeting Minutes
Monday, August 17, 2021**

1 Committee Attendance: Brian Rater, Adam Goff, Cindy LaCroix

2 Public in attendance: none

3
4 **Meeting called to order: 7:34pm**

5
6 Brian Rater (BR) – Welcomed finance committee members to the June meeting of the Brookline
7 Finance Committee. BR reviewed the agenda as presented, asked for any adjustments.

8
9 **Added discussion regarding committee assignments.**

10 **Added discussion regarding Budget Recommendations per request of Town Administrator**

11
12 Brian Rater (BR) stated there was one set of draft minutes to approve from the June 22nd
13 meeting.

14
15 **Cindy LaCroix (CL) moved to approve the minutes from June 22. BR seconded. BR entered the**
16 **voting mode by show of hands. The motion carried 2-0-1 (new member Adam Goff (AG)**
17 **abstained).**

18
19 BR advanced the agenda to the public input part of the meeting. BR noted no public in
20 attendance for public input at this time.

21
22 **There was no public input.**

23
24 BR advanced the agenda to the discussion of roles/responsibilities of the Finance Committee
25 and annual schedule.

26
27 BR provided a summary of the history and role of the Finance Committee for the benefit of new
28 committee member AG. BR explained our advisory role for the Town of Brookline and the

29 Brookline School District. The Coop School District is not under purview of the Brookline
30 Finance Committee.

31
32 Selectboard will kickoff the Budget Planning at the 9/7/2021 Selectboard meeting. Town
33 Administrator works with department heads to develop draft budgets. Documentation is
34 compiled and distributed to the Selectboard and Finance Committee for review and
35 preparation for the budget hearings, typically in early October. Budget hearing meetings are a
36 joint meeting between the Selectboard and the Finance Committee. Finance Committee
37 provides feedback as required. In January there is another joint meeting with the Selectboard
38 and Finance Committee for a public hearing for the Town Budget and proposed warrant
39 articles.

40
41 School district starts budget planning in September. They complete round 1 and submit to the
42 SAU and refine to produce round 2 of the budget planning. Round 3 is typically presented at a
43 joint meeting of the Brookline School Board and the Finance Committee in November which
44 results in round 4 of the budget. The Brookline School District is subject to SB2. A deliberative
45 session is held in February to review and amend the warrant articles. Voting takes place at all
46 day voting in March.

47
48 BR advanced the meeting to the discussion of the committee assignments. CL will retain her
49 position as the representative for the BPW Building Committee and the BSD Facilities
50 Committee. BR will retain his position as the representative to the SAU Budget Committee. AG
51 will represent the Finance Committee for the Capital Improvements Committee.

52
53 **Cindy LaCroix (CL) moved to nominate Adam Goff as the Finance Committee representative to**
54 **the Capital Improvements Committee. BR seconded. BR entered the voting mode by show of**
55 **hands. The motion carried 3-0-0**

56
57 CL to notify Valerie R of the Planning Board of the change in Finance Rep for the Capital
58 Improvements Committee.

59
60 BR advanced the meeting to the discussion of the 2022 Budget Recommendations.
61 No specific guidance at this time. BR to followup with the Town Administrator.

62
63 BR advanced the meeting to the discussion of the town ARPA funds.
64 Town of Brookline is receiving approximately \$500,000 in Federal ARPA funding. Guidelines
65 have been provided to the town as to how the funds can be used. Money does not have to be
66 spent immediately. Town Administrator is gathering additional information to review potential
67 use of funds with the Selectboard.

68
69 BR advanced the meeting to the discussion of the town building moratorium.
70 BR provided overview of proposed development on Route 13 and moratorium that was
71 implemented after special Town Meeting in March.

73 BR advanced the meeting agenda to other committee updates.
74 CL provided an update on the BPW Building Committee – Construction is on track to complete
75 at the end of the year. Committee is reviewing change requests from site work contractor. Will
76 bring recommendations regarding change requests over \$15k to Selectboard meeting if
77 committee determines there is merit.

78

79 **Other Business**

80 BR opened discussion on next meeting date and time.

81 Next Meeting – Tuesday September 21, 2021 at 7:30 pm at Town Hall.

82

83 There was no further discussion.

84

85 **BR asked for a motion to adjourn the meeting. AG moved to adjourn; CL seconded.**

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

87

88 **The meeting was adjourned at 9:24pm**