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## TOWN OF BROOKLINE, NEW HAMPSHIRE

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### 2020 BudCom Study Committee Minutes Thursday, May 21, 2020

Meeting attendees via Zoom: Drew Kellner, Eric Pauer, Matthew Mailloux, Karen Jew, Gaylord Sledge

Eric opened the meeting at 4:30 p.m. Drew stated that we were meeting electronically under the Executive Order 2020-04 and the Emergency Meeting Orders #12 and #23, which allow for remote meetings. Drew asked each Board member to state where they are, why they are there, and if anyone is present with them. All members responded.

#### **Review and approve minutes**

Drew made a motion to approve as amended and Karen seconded, to approve the minutes from the May 14, 2020 meeting with an amendment. Roll call vote 5-0 to approve with amendment. Matt asked if the roll call votes needed to be detailed.

#### **Review information and proposed actions provided by Chair. Comments and actions.**

The committee reviewed the proposed actions for the BudCom Study Committee as provided by the Chair as posted on the committee website.

#### **1. Review NH RSA 32 – the Municipal Budget Law**

##### **Comments:**

Karen - mentioned that the proposals were thorough and concise.

Eric - listed the most appropriate sections that applied to a Budget Committee versus a Finance Committee.

Gaylord - mentioned that having a better understanding of the differences between the Budget and Finance Committee would be helpful.

Drew - mentioned that the 8% school board cap captured in last week's minutes would have to be followed by the Budget Committee (if recommended) is an important aspect. Drew is not sure if it's a statement of fact that if a Budget Committee is formed, it would have to abide by the cap as it was passed.

Eric - thought that the way the warrant article is written is that the governing body under the current organization, which is the Select Board, would be passed onto the Budget Committee. He also stated we could go back and review it.

**Actions:**

None. Informational

**2. Committee members review 2020 Town Meeting Warrant Article 21 Presentation.**

**Comments:**

Eric - stated that the presentation on Article 21 is for context. Included is information on what does a Finance Committee do versus what a Budget Committee does. Right now the Finance Committee is entirely advisory. They are similar with some nuances.

**Actions:**

None. Informational

**3. Confirm/determine if Warrant Article at Town Meeting for establishing a Budget Committee applies to both the town budget as well as the Brookline School Budget?**

**Comments:**

Eric - thinks that the adoption of the Budget Committee would apply to the School District. Eric spoke about the Budget Committee formation (item 7).

Drew - it goes even further requiring a member of the School District Board would be an ex officio member of the newly formed Budget Committee.

**Actions:**

Eric will check with NHDRA and the Municipal Association to get their take on if this will cover both. Karen will check with the School Board Association.

**4. Obtain budget history and population for past 25 years.**

**Comments:**

Eric - thought it would be useful to see the town budget and population, as well as the school district budget and student population.

Matt - thought that 25 years would not necessarily inform the current state of the town.

Drew - agreed that it would be harder to get the earlier years but it would demonstrate the explosive growth of the town. Matt also questioned what granularity we would be looking to achieve. Drew thought that we would start at a high level. Eric noted that we need to be aware of any bond issues that may skew the data. Drew also noted that there may be costs that were

pushed down to the town or are new statutory requirements that were beyond our control for context.

**Actions:**

Matt will research the Town of Brookline data (population and budgets).  
Karen will research the school budgets and student populations for K-6.

**5. Obtain information on NH Towns/Cities, Cooperative School Districts, and Authorized Regional Enrollment Area (AREA) Schools.**

**Comments:**

Eric – take a look at NH Towns/Cities, Cooperative School Districts, and Authorized Regional Enrollment Area Schools to compare the types of committees. This is a question that came up in the Town meeting.  
Drew – that information should be available on the NHDRA website. We can start with our peer towns.

**Actions:**

Drew will research.

**6. Development of Advantages and Disadvantages.**

**Comments:**

Eric – come up with facts that distinguish a Budget Committee from a Finance Committee. Information that would help a voter decide whether they want a Budget or Finance Committee.

**Actions:**

TBD

**7. Brookline Budget Committee Composition (if recommended) per RSA 32:15.**

**Comments:**

Eric- RSA 32:15 lists the parameters of composition. We need to consider what other towns have done and what makes sense in regards to terms limits for Budget Committee members. How do you transition from a Finance Committee? Currently, the Finance Committee serves in an advisory role to the SAU governing board. This is a commonality between the Budget and Finance Committees.

Matt- the RSA is very formulaic and prescriptive.

Drew – one town has a warrant article that created the Budget Committee. If that warrant passed, there's another warrant article addressing the election/appointment of individuals that would form the Budget Committee. Drew will research if there is a formula for determining the size of the committee.

Karen – The SAU governing board is currently suspended.

**Actions:**

TBD

**8. Outline differences between Official Budget Committee and Unofficial Budget Committee (Finance Committee).**

**Comments:**

Eric – factual differences to bring out the highlights between the Budget and Finance Committee. There is a link to the NHMA.

Drew – RSA 32:1-13 deals with the unofficial committee, RSA 32:14-26 deals with the official committee, as well as the NHMA presentation. Drew suggested we not rely on the presentation as the source document.

**Actions:**

Gaylord will research

**9. Establish point of contact on BudCom Study Committee website for public input.**

**Comments:**

Eric – We do have a committee website. Do we want to put a person in charge? It would be useful if we come up with an initial product and request input.

Drew – We can create a generic email. It's fairly common with other boards. Hopefully we can have public input from a public session later in the year. Written input usually doesn't yield a robust set of public comments in his experience.

Matt – agreed an email group for accountability and ease of access.

**Actions:**

Eric will request from Tad.

**10. Any other recommended actions or research?**

**Comments:**

Eric – any items that we may have forgotten to approach?

Matt – we have a good base.

Drew – Unable to find the video footage of the warrant article. It would be helpful to have the video to have the comments.

**Actions:**

Drew – will follow up on the video footage.

## **11. Agency Contact Information.**

### **Comments:**

Eric – contacts were provided by Tad. If anyone discovers any additional resources, they can provide the information at the next meeting.

Drew – NHDRA has a tremendous amount of data. They have a formal request and response process for retrieving information.

### **Other business**

Eric – if you have data before the meeting, share it via email.

Drew – we can post data on the website. It should be labeled as draft or initial.

### **Confirm next meeting date**

Next meeting will be held on June 4<sup>th</sup>, 2020 @ 4:30pm

Eric will request the Zoom meeting information from Tad Putney

### **Adjourn**

Meeting was adjourned at 5:23pm