



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

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***Finance Committee
Meeting Minutes
April 4, 2013***

Present:
Linda Chomiak
Dennis Skey
Brian Rater

1. The Committee did not have access to the media workroom and therefore the meeting was not broadcast on television.

2. The board members introduced themselves; described their individual thought on the role of the finance committee.

- Work in collaboration with the town Selectboard, departments, committees and the school board to reduce overall town budget
- Advise the town at town meeting on the budget and warrant articles
- Model the Finance Committee on a Budget Committee, as defined in RSA 32.

3. Officer Elections

Linda was elected chair by unanimous consent. Brian was elected secretary by unanimous consent.

4. Committee Assignments

Dennis and Brian will work with the School Board.
Linda will work with the Economic Development Committee Dennis will work with the Board of Assessors Brian will work with the Capital Improvements Committee

5. Conflict of interest policy

A copy of the policy was not available, and so it was agreed that this item would be taken up at the next meeting.

Dennis suggested that the conflict of interest policy adopted by the Selectboard would be equivalent to the policy that had been adopted in the past by the Committee. Using the same conflict of interest policy would help create uniformity and would encourage other committees to adopt it.

6. 2012 accomplishments.

- Influenced the police department to use a lease program for patrol cars.

Note: Dennis strongly disagreed that the lease program is beneficial to the town.

- Influenced the school board to reduce the information technology budget, avoiding a \$93,000 expenditure
- Influenced decision to rebalance the ambulance fee structure with Mason
- many lessons learned

7. Selectboard budget amendments

There was discussion on the changes made by the Selectboard to the current budget after the budget was reduced by \$60,000 at town meeting, as suggested by the previous Selectboard.

8. 2013 Goals

The Committee identified the following potential goals for the Finance Committee this year. These goals were suggested by individuals and not voted on by the Committee as a whole.

- Reduce the operating school budget, specifically in the areas of contracts, staffing, grounds maintenance and repairs
- Look into the maintenance and repair of town buildings
- Look for opportunities for combining bulk purchasing within and outside of town
- Look for opportunities to increase town revenue (for example, renting Brusck Hall)
- Increase transparency in school budget and town budget
- Enhance engagement with other town committees with respect to budget development
- Review town bonds and look for opportunities to reduce interest rates
- Explore the potential for a town contingency fund for emergency use
- Develop a better understanding of town facilities and functions
- Understand the fundamentals of why the town tax rate is as high as it is and communicate that to the community
- Put together "Welcome Kit" or manual for future Committee members

9. Library elevator

Brian provided an update on the library elevator. The elevator is broken and needs an estimated \$25,000 in repairs. Brian suggested that the Committee offer suggestions to the Selectboard on ways of paying for the expense.

10. We decided to move our meetings to Wednesdays. Linda to work with Rena to identify 2 Wednesday evenings in the month when the Committee can meet.

11. Agenda items for next meeting

- Identify departments to focus on and assign who will work with which department.
- Review and sign a conflict of interest policy
- Review goals, assign a difficulty level and impact score to each to come up with a prioritized ranking.

Minutes submitted by Brian Rater