

Selectboard Minutes
October 17, 2022

Present: Jenn Jones, Chair
Andrew Artimovich, Vice Chair
Jon Morgan, via Zoom
Russ Kelly
Paul Kleinman

Jones called the meeting to order at 6pm.

Artimovich motioned, seconded by Kelly, to allow Morgan to attend remotely. Artimovich – aye; Morgan – aye; Kelly – aye; Kleinman – aye; Jones – aye.

The Board signed the payroll and accounts payable summary register.

Artimovich motioned, seconded by Kelly to accept the consent agenda which consisted of public minutes from 10/10/23, nonpublic minutes, which are sealed, from 10/10/23, recreation manifest, treasurer's report (found at the end of these minutes), an intent to cut for lot 43 on Lake Road, and the following building permits:

- Johnson Family Rev Trust, 48 Lyford Lane, Building
- CABN Properties, 53 North Road, Plumbing
- John & Joan Hodsdon, 22 Mill Pond Road, Electrical
- 3-Ponds LLC, 90 Three Ponds Drive, Electrical
- 3-Ponds LLC, 92 Three Ponds Drive, Electrical
- 3-Ponds LLC, 94 Three Ponds Drive, Electrical
- 3-Ponds LLC, 96 Three Ponds Drive, Electrical
- 3-Ponds LLC, 97 Three Ponds Drive, Electrical
- 3-Ponds LLC, 98 Three Ponds Drive, Electrical
- 3-Ponds LLC, 99 Three Ponds Drive, Electrical
- 3-Ponds LLC, 100 Three Ponds Drive, Electrical
- 3-Ponds LLC, 102 Three Ponds Drive, Electrical
- 3-Ponds LLC, 104 Three Ponds Drive, Electrical
- Nancy & Thomas Spencer, 169 North Road, Demolition

Artimovich – aye; Morgan – aye; Kelly – aye; Kleinman – aye; Jones – aye.

Jones opened the meeting to public comment at 6:08pm. Seeing no public comment, Jones closed public comment at 6:08.

There are 4 budgets to be discussed tonight, Planning, Zoning, Assessing and Budget Committee.

Kristin Aldred, Chair of the Planning Board to present the Planning budget. The proposed Planning Board budget is \$118,143, an increase of \$7,349 or 6.6%. The primary difference this year is the increase in the Circuit Rider line, which is Glenn Greenwood, the Town Planner's, salary. In the last 4 years he has raised his rate 1%. Greenwood proposed a 2.9% increase this year. Currently Greenwood is in Brentwood 4 Wednesdays a month, he proposed to increase that to every Wednesday resulting in an additional \$2,304, and proposed 30 hours of Capital Improvement Projects, (CIP), work, a \$2,160 addition. In years past Greenwood has had a separate contract for his CIP work, this was not in place this year and Greenwood spent approximately 43 hours working on this. The wage increase, office hours increase, and CIP contract result in a 16.7% line increase. The Legal line was returned to 2022 rates. The salary line was increased by 4%. The Circuit Rider Long Range line is for the Master Plan, Brentwood typically works on 1-3 chapters per year. The Board proposed to keep this level funded. Aldred stated the Planning Board is considering completing the Master Plan as a whole, once every 5 years. Aldred and the Selectboard discussed how to accomplish this and the options for setting

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monies aside each year; the Boards will research Capital Reserve Funds and Revolving Funds before making any decisions. Aldred and the Board discussed AV equipment for the Cross Room. The Planning Board has been looking to purchase a projector and screen, Benedix will connect with Josh Bertoulin.

Kleinman motioned to approve the Planning Board budget at \$116,742, seconded by Artimovich. Artimovich – aye; Morgan – aye; Kelly – aye; Kleinman – aye; Jones – aye.

Benedix was present to answer any questions regarding the Zoning Board of Adjustment budget, there were no questions. This budget proposal is level funded. Artimovich motioned to approve the Zoning Board of Adjustment budget at \$1,401, seconded by Kelly. Artimovich – aye; Morgan – aye; Kelly – aye; Kleinman – aye; Jones – aye.

Clement presented the Assessing budget. There is an increase of \$120 proposed for town aerals, the cost to add a structure to the maps, it is \$20 per dwelling and 39 were added this year. The rest of this budget is level funded. Artimovich motioned to approve the Assessing budget at \$47,901, Kelly seconded. Artimovich – aye; Morgan – aye; Kelly – aye; Kleinman – aye; Jones – aye.

The Budget Committee's budget was reviewed, it is level funded. Artimovich motioned to approve the Budget Committee's budget at \$500, Kleinman seconded. Artimovich – aye; Morgan – aye; Kelly – aye; Kleinman – aye; Jones – aye.

Jones updated the Board on the status of community power. Rick LaBrecque, Energy & Efficiency Chairperson, and Community Power Coalition of New Hampshire, (CPCNH), have discussed that now would be the appropriate time for Brentwood to withdraw from CPCNH. The Board will draft a letter supporting Brentwood's withdrawal from CPCNH. The process for joining Standard Power would begin with the two public hearings which are scheduled for November 6th and November 15th at 6pm at the Brentwood Town Office, any feedback from those hearings would potentially be incorporated into the plan and the plan would need to be passed at Town Meeting in March, it would then be up to the Selectboard to sign any contracts after advice from the Energy & Efficiency Committee. It was a Selectboard decision to join CPCNH, therefore the Selectboard would need to vote to approve a withdrawal letter. There was no monetary impact. Artimovich motions to approve Clement penning a letter to CPCNH withdrawing Brentwood's commitment, seconded by Kelly. Artimovich – aye; Morgan – aye; Kelly – aye; Kleinman – aye; Jones – aye.

A Brentwood Community Power Survey has just been released, it is available online via the town website, and Facebook page, hard copies are available at the Town Office.

The Haunted Walk is at the Brentwood Recreation Center October 27th 6pm-8pm, they are still looking for volunteer scarers.

Artimovich updated the Selectboard on the Conservation Commission, states they are moving in a positive direction with a new Chair, Becky Dunham. There are questions regarding alternates and how their membership is maintained. Jones asked if there was anything in the current town policies that regulates the attendance expectations or requirements of an alternate member. Clement responded it has always been board specific, for example the Recreation Bylaws. Clement also states she met with Dunham and Dunham is working to update the Conservation Commission Bylaws, and Clement suggested to her to include some verbiage regarding alternate attendance. Jones asked Clement to follow up with current alternates to see if they are still interested in the alternate seats, they hold so that all open seats can be advertised. Clement did ask Dunham for an up to date map of conservation properties and a list/overlay of the properties the Town is most interested in.

November 2nd at 6pm at the Brentwood Recreation Center there will be a Community Engagement Presentation, regarding the Plan NH charrette that occurred in May.

Kelly states the Communications Committee is expecting a website prototype soon.

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Kelly attended the celebration honoring Liz McConnell as the Library Trustee of the year, it was a very nice event.

Kleinman attended the pancake breakfast at the Fire Department, stated it was an excellent open house. Artimovich suggested something similar for the Highway Department, possibly in the spring when the new building is complete.

Morgan asked if there was any follow up regarding medications available on the ambulance. Clement has spoken with Katarina at the Fire Department and was told the level of medication they are able to administer is dependent upon the EMT's level of certification. The specific medication that brought about this conversation is not offered on Brentwood's ambulance. Clement will follow up with Alyssa at the Fire Department.

Jones attended an SAU budget hearing specific to administration, they proposed a 2.97% increase which passed easily.

We are still waiting for confirmation on when the New Hampshire Primary will be. Artimovich states it will not be confirmed until after the filing period ends, 10/29/23.

Clement recently posted two openings for recreation alternates; they will be accepting statements of interest until November 20th.

Kleinman asked about an update on the Road Safety Audit, Clement stated we have not yet received a report.

The 2023 Congressional Awards Ceremony was held Friday night, Officers Matt Kelly and James Saltzman both received Unit Citation Awards. It was a well-attended event.

Artimovich motioned to adjourn at 6:59pm, seconded by Kelly. Artimovich – aye; Morgan – aye; Kelly – aye; Kleinman – aye; Jones – aye.

WEEKLY TREASURER'S REPORT				
DATE:		10/17/2023		
General Fund:		TD BANK		
Previous Balance:		3,774,096.65		
Deposits:		61,730.80		
Payroll:		31,089.06	DDP: \$31,089.06	
			CHK: \$	
FICA:		7288.92		
A/P:		344,635.57	Reg A/P Cks \$49,044.92	NHRS \$54,590.66
			Swasey: \$241,000.00	CO-OP: \$
Transfer to REC CC				
Pd Admin CC				
Transfer to Impact Fees				
Account Balance:		3,452,813.90		
Interest Earned YTD:		106,020.57		
Joyce A. Gallant, Treasurer				