

Selectboard Minutes

January 9, 2024

Present: Jenn Jones, chair
Andy Artimovich, vice chair
Jon Morgan
Paul Kleinman

Jones called the meeting to order at 6pm.

The Board signed the payroll and accounts payable summary register.

Artimovich motioned, seconded by Morgan, to accept the consent agenda which consisted of public minutes from 01/02/2024, recreation manifest, treasurer's report (found at the end of these minutes), and the following building permits:

- 3 Ponds LLC, 81 Three Ponds Drive, Electrical
- Heather & James Goodwin, 324 South Road, Minor Project
- James & Kerri Broadbent, 34 Washington Drive, Electrical
- James & Elena McIntyre, 57 Mohawk Lane, Electrical
- Shane Daniels-Roberts & Sabrina Levesque, 31 Stevens Drive, Plumbing
- Charles R Austin Rev Trust, 37 Scrabble Road, Electrical
- Ryan & Lauren Kosow, 3 Mary Vey Drive, Solar
- Mark Cooker, 99 Three Ponds Drive, Building
- Ryan & Lauren Kosow, 3 Mary Vey Drive, Electrical
- River Run Development, 4 Edgewater Drive, Building

All were in favor.

Jones opened the meeting to public comment at 6:02pm.

Robert Span, Peabody Drive, offered an update to the Selectboard on Pickpocket Dam. He shared that Exeter announced the final feasibility study from VHB will be available in February. Span added there will be a public meeting on February 27. He stated the Exeter Selectboard was asked if notice would be given to river abutters. According to Span, the Town of Exeter will only notify their river abutter residents and the Town of Brentwood would be responsible for notifying its own river abutter residents.

Span shared there is conservation land in Brentwood that abuts the river. He stated the preliminary reports of the dam removal shows effects of the river flow to Haigh Road. Span believes Little River will also be affected. He explained that flows into the Exeter River below Haigh Road.

Span added there is a group of residents from Brentwood and Exeter who formed the Friends of Exeter River. The group has been actively meeting according to Span. He also shared that 2 members of the Exeter Selectboard have taken the position that no decision has been made regarding the dam's removal. Span stated the Exeter Selectboard noted the October vote was only to apply for the grant. He added the Exeter Selectboard voted unanimously to remove the dam according to the letter sent to NOAA.

Span asked Karen Clement, Town Administrator, if Russ Dean had responded to the letter he was provided. Clement responded Dean has not yet responded. She added that the Town of Exeter will most likely post the report on its website. Span responded that the Exeter Selectboard said the report would be posted by February 20, ahead of their February 27 meeting.

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Morgan stated the Economic Development Committee requested to ask town counsel if Brentwood has a standing on the issue due to conservation land being on the river. He added the direction the town was previously given came from DES Dam Bureau.

Debra Laroche, Crawley Falls, was present to inquire on an update for the cease and desist for the business on Route 125. Clement responded that she did not have the terms of the letter because she was unable to connect with Glenn Greenwood, Town Planner, and Jillian Benedix, Planning Board Administrative Assistant, on the information of the Planning Board's vote. Kleinman offered to respond.

Doug Finan, Gove Road, was present to share there will be no RPC meeting tomorrow at the Unutil Building as originally planned. The meeting date has not yet been rescheduled.

Jones closed public comment at 6:13pm.

Lieutenant Doty was present to speak to the board about the Mobile Data Terminals (MDT) Grant available from the State of NH. He explained the grant is a 75/25 split. He added the grant requires the cars to be at least 50% patrol. Doty explained the grant request will be for 6 frontline vehicles. He also explained the installation cost cannot be covered by the grant.

Doty shared the full cost would be \$29,160. He stated the state grant portion would be \$19,845 and the town's portion would be \$9,315 including the installation. Doty requested the town's portion be expended from the CRF for IT hardware. Chief Ventura requested Doty explain why there is a need for upgraded equipment.

Doty explained the current tablets are aging, does not have an unattached keyboard and can obtain no windows updates past version 7. He added the upgraded system the county will be switching to requires at least a 14" screen which the tablets are not. The smaller screen size will cause distortion according to Doty.

Ventura shared that when he attended a meeting last year, he asked about the computers in the car. He explained he was not given a straight answer about how the current computers would work with the upgraded system. Ventura explained the department is trying to be proactive.

Artimovich added the grant is normally a 50/50 split. Doty thanked Artimovich for sharing information on the grant. Jones questioned the amount reflected on the grant agreement amendment notice. Doty responded the additional amount listed was for the grant funded patrols. Kleinman asked what would happen to the current tablets. He asked if they would be donated or sold. Doty responded they planned to donate or sell them. Chief Ventura added he has no plans to store them somewhere.

Doty added the new devices would be laptops with internal bar code systems allowing officers to scan licenses. He added the laptops also come with built-in Wi-Fi allowing officers who potentially transport to the hospital to apply for search warrants while waiting at hospital. Doty stated it will also save money because the department will not need to continue replacing pucks. Ventura reminded the board that he had requested several thousand dollars last year for pucks before learning their current systems would not be compatible. He noted he returned the requested funds because they decided to go in a different direction.

Artimovich motioned, seconded by Morgan, to accept the MDT Grant and to expend \$9,315 from the IT Capital Reserve Fund (CRF). All in favor.

Ventura thanked the board for their continued support of the Brentwood Police Department.

Morgan addressed the safer access road at the Brentwood Recreation Center. He explained he obtained a handful of quotes, had discussions and walked the property with several people. Morgan requested the board encumber funds to accomplish

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this safety concern. He explained he would like to go with the middle-priced quote from Sanborn for \$94,500 and encumber those funds.

Artimovich noted the Sanborn quote was detailed. Jones stated that at the recent Municipal Building meeting there was discussion about not moving the water tank. She added she believes Sanborn could complete the project without the need to move the tank. Jones shared there was discussion about the potential for laying conduit for future lighting at that meeting as well. Morgan replied that he believes that could be done without much added cost. Morgan added that he is not asking for a contingency. He believes if there is any overage, ARPA could handle it in a worst case scenario.

Jones stated Clement has been looking for the funds to cover the project. Clement stated \$7,000 from executive office, \$3,000 from insurance, \$8,500 from emergency management, \$2,700 from mosquito, and \$73,300 from highway could be encumbered. Jones noted these funds are from unspent appropriations.

Morgan stated he has attempted to address questions people have asked. Jones noted that FEMA money will be covering the washed-out roads freeing up some money to put toward this project. Additionally, Morgan noted, Chief Ventura also sees it as a public safety issue. Ventura confirmed that. Jones asked if the Recreation Commission supports the road. Morgan responded it was a unanimous vote to support the project.

Kleinman questioned the difference between the lowest bids and the one that was chosen. Morgan responded that the companies worked from the same documents and walked the property. Artimovich responded that a big difference he sees between the first quote and the Sanborn's quote is the first quote offers no top layer. The base layer will be 16" instead of 12". He believes that is a very big difference. Morgan added he would like to do the project without cutting corners.

Jones asked if Clement was comfortable with the project without it affecting the taxpayers with additional tax impact. Clement responded yes. Artimovich pointed out that while there is no additional tax impact, the use of those funds will mean they are not going back to the taxpayers to buy down the rate. Jones acknowledged that statement.

Morgan motioned, seconded by Artimovich to encumber \$94,500 for a safer access road at the Brentwood Recreation Center (BRC). All were in favor.

Warrant Articles were addressed next. Clement suggested making one warrant article for Capital Reserve Funds that historically appear as separate warrant articles each year to include IT Hardware, Revaluation, Maintenance of Town Buildings, Fire Vehicles, and Maintenance of Town Owned Bridges. Artimovich stated he liked that idea.

Clement explained CRF IT Hardware is traditionally \$25,000 which would cover the 5-year cycle to replace the equipment. She is requesting that increase by \$5,000 to cover the new MDTs for the PD cruisers. Artimovich added computer costs are also up. Jones stated she looked back at that warrant article for the last 4 years and it was funded at \$25,000 with no community concerns.

Clement explained the CRF Revaluation at \$25,000 is the standard amount.

Clement explained the CRF Maintenance of Town Buildings has been \$25,000 - \$50,000 depending on the year. She explained there is currently about \$95,000 in that fund. Clement explained some money was withdrawn this past year to help cover budget deficit for 2023. The suggested amount would replenish those funds and plan for furnace replacement and windows at the BRC.

Clement explained the CRF Fire Vehicles is suggested at \$50,000 and CRF Maintenance of Town Owned Bridges is suggested at \$25,000 which are the standard amounts. Jones asked about fire vehicles. She said the warrant article was \$50,000 for the last 2 years, but in 2021 it was zero. Jones asked if that was the Selectboard's attempt to lower taxes as a

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result of the pandemic. Clement confirmed that was the case.

Jones asked about funds not being brought forward for Maintenance of Town Owned Bridges the last 2 years. She asked if extra money was coming from the state. Clement stated there is only \$21,000 in that capital reserve fund. She added there are no more bridges listed on the red list. She explained those were all corrected with the completion of the Mill Road Bridge. Clement explained the money being added to the CRF would be to plan ahead. Jones asked why no money was added to the CRF the last 2 years. She asked if \$21,000 is on the low side. Morgan questioned if that would be enough. He asked what the goal would be for the amount of money in that fund. Clement suggested Wayne Robinson, road agent, would be the best one to answer that question.

Robinson explained bridges are expensive to fix. Clement responded it will be at half a million dollars to replace any of the bridges. Robinson hopes FEMA would be able to help if a bridge washes out. Jones said the amount would be just toward repairs.

Jones explained lumping them together makes sense because they have always been widely approved at Town Meeting. Morgan thanked Clement for doing that.

Artimovich motioned, seconded by Morgan, to recommend warrant article 1. "To see if the town will vote to raise and appropriate the sum of One Hundred Eighty Thousand Dollars (\$180,000) to be added to the following existing capital reserve funds:

- CRF IT Hardware: \$30,000
- CRF Revaluation: \$25,000
- CRF Maintenance of Town Buildings: \$50,000
- CRF Fire Vehicles: \$50,000
- CRF Maintenance of Town Owned Bridges: \$25,000".

All were in favor.

Clement stated she would like to break out number 2 into 2 separate warrant articles. She explained it would broaden the scope so that if the town office was to move, it would allow funds to still be expended from the Capital Reserve Fund.

Artimovich motioned, seconded by Morgan, to recommend "To see if the Town will vote to change the purpose of the existing Police Facility Capital Reserve Fund to the Municipal Building Capital Reserve Fund. (Majority Vote Required). All were in favor.

The second half of the warrant article was discussed. Jones stated she believed the fund had about \$75,000 in it. Clement responded it is at \$100,000. Artimovich suggested putting this warrant article first and then rename the CRF with the next warrant article. Artimovich asked what the end goal was. Clement responded it would be to allow the funds to be used for engineering, design, and construction. Morgan stated that engineering and design will use up all the funds.

Morgan motioned, seconded by Artimovich, to recommend "To see if the Town will vote to raise and appropriate the sum of Twenty-Five Thousand Dollars (\$25,000) to be added to the existing Police Facility Capital Reserve Fund. (Majority Vote Required)". All were in favor.

Clement explained the next warrant article would be to establish a CRF for public safety radios, installation, and related equipment. She explained last year there was a warrant article to raise and appropriate \$168,000 for portable radios for the fire department and all the bay stations. She added that if you take the \$168,000 plus the \$55,000 replacement cost for PD radios and \$17,000 for the replacement cost for the highway radios it would bring the total to \$240,000. Clement added the

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life span of those radios is about 8 years. She explained the board would be looking at \$30,000 each year for 8 years to prevent the large expense all at once. Jones asked if there was a current CRF that would cover those costs. Clement responded there was not. Jones replied it makes sense to create a new CRF.

Artimovich questioned if \$30,000 would be enough. Clement and Jones responded that portable radios were just purchased for the fire department. Corporal Spitalere was asked to come into the meeting to answer questions about the police radios. He explained all the cruisers have brand new Motorolas. He added that as new cars are purchased that are not replacing current front-line cars, new systems will need to be purchased. Spitalere explained any cars replacing existing cars will have the radio systems transferred into the new vehicle.

Spitalere shared the Lee PD is purchasing new portable radios and Brentwood may be able to purchase additional standard models from them. Ventura added that he put portable radios on his CIP list prior to knowing about the possibility of obtaining radios from Lee. Jones asked if \$30,000 being put into the CRF would be enough for this year. Ventura responded that it would be. He added he would like the PD to be on a different purchase schedule than the fire department and highway department.

Artimovich motioned, seconded by Morgan, to recommend “To see if the town will vote to establish a capital reserve fund under the provisions of RSA 35:1 for public safety radios, installation and related equipment and to raise and appropriate the sum of Thirty Thousand Dollars (\$30,000) to be placed in said fund. Further, to name the Selectboard as agents to expend. (Majority Vote Required)”. All were in favor.

Clement explained the next warrant article is a stand-alone article because the appropriation amount is increasing by more than has been done traditionally. This year the warrant article will be \$150,000, which is higher than the traditional \$50,000. Clement reasoned it is because there is \$129,000 in the account now and Robinson anticipates replacement cost to be about \$290,000 for one truck. Clement added that Robinson anticipates needing 3 or 4 new trucks over the next 6 years.

Clement stated there would be no additional tax impact this year. She noted there was \$150,000 put into the highway building fund that would not be replenished this year. Jones stated it appears that the CRF for highway vehicles was funded at \$50,000 in 2020 and 2021; \$100,000 in 2022, and \$50,000 last year. She noted it would be the highest amount it has been funded in 5 years. Kleinman asked if the equipment money would be in lieu of the building fund. Clement confirmed it would be.

Artimovich asked how many trucks Robinson put on the CIP. Robinson responded he put 3 trucks on it. He explained he would need to replace the 2 oldest trucks. Robinson added he will need an additional truck with all the added roads that he will be responsible for. Jones asked Robinson if the amount is acceptable. Robinson responded it was.

Artimovich motioned, seconded by Morgan, to recommend “To see if the Town will vote to raise and appropriate the sum of One Hundred Fifty Thousand Dollars (\$150,000) to be added to the existing Highway Vehicles/Equipment Capital Reserve Fund. (Majority vote required)”. All were in favor.

Clement presented the next warrant article which was to establish a revolving fund for Solar. She explained the revenue would be from the sale of Renewable Energy Credits (RECs). It would be deposited into the fund and upon a vote from the Selectboard, the town treasurer would be able to release those funds. Jones asked if the RECs would be in the range of \$5,000. Clement confirmed it would be. Jones asked if the town would have the ability to transfer funds out if the balance grew to an amount beyond what would be needed. Clement responded she believes it would go to Town Meeting for a vote to withdraw it and place it somewhere else.

Morgan asked if it made sense to adjust the wording now to something that would allow the funds to be used for other renewable energy investments. Artimovich believes the current wording is about as broad as they could get. Jones stated she

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believes the wording is fine, she was just curious what could be done if the panels perform really well, there is minimal maintenance costs, and the money just grows.

Morgan motioned, seconded by Artimovich, to recommend “To see if the town will vote to establish a revolving fund pursuant to RSA 31:95-h, for the purpose of maintaining and operating the town owned solar panels. All revenues received for said purpose from the sale of renewable energy credits will be deposited into the fund, and the money in the fund shall be allowed to accumulate from year to year and shall not be considered part of the town’s general fund balance. The town treasurer shall have custody of all moneys in the fund and shall pay out the same only upon order of the governing body and no further approval is required by the legislative body to expend. Such funds may be expended only for the purpose for which the fund was created. (Majority vote required)”. All were in favor.

Clement presented the warrant article to adopt the Community Power Aggregation Plan allowing the Selectboard to implement Community Power. Jones asked if the language is correct. Clement responded Rick Labrecque drafted it, but she will have counsel review all the warrant article language.

Morgan motioned, seconded by Artimovich, to recommend “To see if the Town will vote to adopt the Brentwood Community Power Electric Aggregation Plan, which authorizes the Selectboard to develop and implement Brentwood Community Power as described therein (pursuant to RSA 53-E:7). The program would provide a new default electric supply and new renewable energy supply options for customers in Brentwood with the aim to reduce electric supply rates as well as provide renewable energy supply options, if desired. There is no cost to the Town budget, and no obligation to participate. Customers can opt-out at any time and return to utility default service. (Majority vote required)”. All were in favor.

Clement explained there was a staff meeting yesterday. She does not anticipate additional warrant articles except for one from Emergency Management for the creation of a revolving fund.

Clement explained the next 2 items in the packet were petition warrant articles which were received. The first one is to install speed tables along Pickpocket Road in an effort to curtail tractor trailer traffic, speeding cars, and motorcycles, according to Clement. She added there is no appropriation with this petition article, it would be advisory in nature.

Clement stated the second petition article is for SB2. She explained the public hearing notice will be posted and the petitioners will speak on it. It will be at Town Meeting for a vote. Jones reminded everyone that the library is hosting an SB2/Town Meeting discussion on January 18 at 6pm at the library.

Clement went through encumbrance requests.

Planning Board: requesting to encumber \$1,800 for a podium/lectern for the meeting room. Clement explained it would be made of wood similar to the meeting room table.

Artimovich motioned, seconded by Morgan, to encumber \$1,800 from the Planning Board budget for the purchase of a podium/lectern. All were in favor.

Library: requesting to encumber \$16,675.16 remaining in their budget. Clement explained \$3,156.72 would be to purchase 2 new computers and docking stations. Clement added the remaining amount of \$13,608.44 would be for the amphitheater project.

Jones stated she believes they had an unanticipated issue already with the construction project involving pipes. Artimovich stated he believes there was already a contingency. Jones responded that she thought it was a 10% contingency in their original plan. Kleinman asked if this is beyond what was already authorized. Artimovich stated he was under the impression they had all the necessary funds when the Selectboard voted. Clement responded she believes they had increased the ARPA

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money request to fill the gap of the double counted funds. Jones stated she thought they had the exact amount of money after they removed some add alternates.

Clement does not believe their intention was to add those items back in. Kleinman believed that was not the intention. Artimovich asked Liz McConnell, library trustee, to speak to the request for encumbrance. He stated there should be some sort of bill or contract that requests the reasoning for the encumbrance. Clement responded it was just the Trimmers contract that was provided.

McConnell explained the encumbrance request was previously discussed. Jones asked if the plan is to put some add alternates back into the project. McConnell responded they are 2 weeks into the project and already have \$10,000 in change orders from unexpected issues. Morgan asked if the change orders were a result of unanticipated issues. McConnell confirmed it was. She explained septic lines needed to be moved resulting in the need for a higher wall.

Clement addressed McConnell. Clement stated if the library is removing add alternates to offset the change orders, the net project cost should remain the same. Artimovich asked Clement what the normal contingency is. Clement responded 10 percent. Artimovich stated the library should have \$37,000 in contingency. Clement stated she thought the request was to lower the amount of ARPA funds being used.

Jones asked Clement if the money could be encumbered toward an active project. Clement responded the funds could be encumbered and it would be at the board's discretion on how it would be used toward the project. Jones supports allowing the library to encumber the funds to use toward the project. Clement responded the money could be encumbered to offset the use of ARPA funds.

Artimovich motioned, seconded by Morgan, to encumber \$13,608.44 from the library's budget to off-set ARPA costs of the library amphitheater project. Three in favor. One abstained. Motion carries.

Highway: requesting to encumber \$2,800 for Bolduc Tree services for tree removal on Scrabble Road.

Morgan motioned, seconded by Andy, to encumber \$2,800 from the highway budget for tree removal by Bolduc Tree Services. All in favor.

Highway: requesting to encumber \$12,750 from the road construction Warrant Article. Clement explained it is for work on Pickpocket and Peabody Drive following the roads washing out. She explained FEMA will cover the expenses, but the town has to pay the invoices first and be reimbursed.

Artimovich motioned, seconded by Morgan, to encumber \$12,750 from the road construction warrant article for highway. All in favor.

Economic Development: to encumber \$7,000 for a feasibility study for the Municipal Complex.

Morgan added some of the funds will be for staking out the road. Artimovich asked what was being provided for the cost. Morgan responded there has been no surveying work done on the recreation property. Jones asked if there is money in the Economic Development budget. Clement responded it is in the long-range planning line of the general government budget. Artimovich pointed out that the cost of the BRC road increased by \$4,000 based on this request. Morgan responded he understands Artimovich's point of view.

Artimovich motioned, seconded by Morgan, to encumber \$7,000 from Economic Development, for a feasibility study and staking of the BRC access road. All were in favor.

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Assessing: to encumber \$3,100 for the CAI Contract. Clement explained \$3,100 was appropriated. She explained the money has not been expended. Jones asked what that is for exactly. Clement responded for the updating of the tax maps to record site plans, lot line adjustments, and subdivisions.

Morgan motioned, seconded by Artimovich, to encumber \$3,100 from the assessing budget for the CAI contract. All were in favor.

Clement presented the board with 5 quotes from Block5. Three of the projects Clement would like to complete in the next year – Firewall upgrade at the fire department and Town Hall. She explained the fire department's firewall failed on a Saturday over the summer and it took their entire network down for 3 days. This upgrade would create redundancy to prevent that from happening again. Clement explained that work was billable hours. She shared Block5 is willing to waive those charges if the upgrade is done. She would upgrade the firewall at the Town Office to prevent an issue like that from happening. Additionally, there is an invoice for battery backup. The remaining two quotes are to purchase new workstations for Corporal Spitalere and for the second planned Corporal anticipated to occur in the spring.

Jones asked if the workstations were a result of growth of the department. Clement confirmed that was correct. She stated she would be requesting \$6,007.04 to move forward with the projects she outlined. Clement added she will still be requesting to expend funds from this account to replace some workstations based on the 5-year schedule.

Jones stated there are adequate funds in that account. She noted there is \$78,000 in the account. Clement added that \$9,000 was approved tonight for the police department and with this \$6,000 request it would leave about \$60,000. Clement added she reviewed the plan with Block5 today and believes the town is still on track with the 5-year replacement schedule. She noted the next large project will be in 2025 when the servers are upgraded.

Artimovich motioned, seconded by Kleinman, to expend \$6,007.04 from the CRF: Information Systems. All in favor.

Clement shared that Bob Radlinski resigned from the Energy & Efficiency Committee. She stated Rick Labrecque, Energy & Efficiency Chair, and the other members would like to move Kristen Aldred from an alternate to a full member. They would then like to post for an alternate member through the regular statement of interest process.

Jones stated that the Selectboard has left moving an alternate member to a full member to the discretion of the board they are serving on. Kleinman questioned not having discretion on that. Jones responded that the way it has been handled since the implementation of the Statement of Interest process is that the Selectboard gives discretion to the board the alternate is serving on, as the alternate has already been voted on by the Selectboard. Morgan added that the non-elected boards are generally advisory to the Selectboard.

Kleinman questioned the process and the existing policy. Artimovich responded that at any given meeting an alternate could be moved to a voting member for that meeting.

Artimovich motioned, seconded by Morgan, to name Kristen Aldred from an alternate member to a full member. All in favor.

Jones asked Clement to post for a new alternate member.

Clement shared that Daphne Woss, Town Clerk/Tax Collector, has requested Jillian Benedix be named as an Inspector of Election from today through August 1, 2024.

Artimovich motioned, seconded by Morgan, to appoint Jillian Benedix to Inspector of Election. All were in favor.

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Jones asked how many Inspectors of Election there are currently. Clement requested she believes each party is allowed to put up 5 each. Morgan requested Clement check with Woss to be sure it is approached with equity.

Artimovich shared the Conservation Commission will be meeting tomorrow. He stated the Fuller property will be discussed. He added there appears to be some information from SELT.

Clement added the Fuller Property will be on the Selectboard agenda next week.

Morgan shared that Economic Development met last week and discussed 2024 priorities. He added the dam was discussed during the meeting because of possible economic implications. Morgan added the potential for the reduction of the waterway and the impact of recreational activities. He added there are few projects that are being looked at on the Route 125 corridor.

The third quarterly breakfast will be hosted on Wednesday, February 21 at 7:30am, according to Morgan. He stated there will not be a guest speaker. It instead will be a round table with business owners. Morgan encouraged everyone to join.

Jones requested Clement add the information to the website and town Facebook.

Kleinman stated the Planning Board met on Thursday. He shared that 62-65 Route 125 was discussed. The problem, according to Kleinman, was that there was a plan that it would be a contractor lay down yard only. He noted there was a lot of activity going on at the site including the processing of rocks. Kleinman stated they were non-compliant with their approved plan for that property.

Kleinman stated the Planning Board discussed with the property owner in November his plans. According to Kleinman, the owner stated he would be moving off the property and just needed to complete the work in order to relocate. The Planning Board gave him the okay at that time, according to Kleinman. He shared the activity did not stop. The owner then brought forth an amendment to allow this activity to proceed.

Kleinman explained the Planning Board voted to deny the application for an amendment. He added the Planning Board unanimously voted to send a cease and desist for the activity that was occurring. Kleinman explained the vote was after testimony of many citizens. Part of the vote, he explained, was to have the product removed from the property. Kleinman explained that is what the Planning Board recommended the Selectboard to do. He highly encouraged the board to make that happen.

Jones clarified that the owner told the Planning Board in November that the activity would stop. She added that not only did the operations not stop, but instead increased. Kleinman responded that was correct. He added they have been non-compliant. Jones asked if there was adequate documentation that the activity persisted. Kleinman confirmed that was accurate. In addition, he stated, the owner did not deny it. Clement stated she could meet with Greenwood and Benedix tomorrow to draft the letter. She added it appears the letter only needs to be signed by one board member before being handed off to a police officer for delivery to the property owner. Clement explained she would need the board to vote to authorize one board member to come sign the letter once it is ready.

Kleinman motioned, seconded by Artimovich, to draft a cease-and-desist letter and to have Kleinman be the signing agent. All were in favor.

Jones asked if it would be able to be accomplished in the next few days. Clement responded it could be.

Debra Laroche, Crawley Falls Road, asked how long the tenant would be permitted to remain.

Doug Finan, Planning Board member, offered clarification that this is the lessor, Mr. Wilder. The property owner is Granese.

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He added it was the property owner that approached the Planning Board about extending the hours. Finan stated Wilder expressed the need for 30 days to remove the materials. Finan suggested the letter be provided to the property owner and the lessee.

Clement responded the property owner is the one who will be notified. She stated it would be up to him to communicate with the tenant. Artimovich, responding to Laroche, said the true answer about how long this could go on is until a court makes a ruling.

Jones stated the School Board met last night. She shared there was discussion to bring solar to the school. Jones explained the federal government changed guidelines which allows for a direct cash payback of 30% of the project price. She added the School Board had a unanimous decision to put forth a warrant article to make a bond for the purchase of solar at the school. Jones stated it looks like the cost to the Town will be about \$20,000 per year for 10 years.

At 7:39pm, Morgan motioned, seconded by Artimovich, to move to non-public for legal. Artimovich – aye; Morgan – aye; Kleinman – aye; Jones – aye.

At 7:46pm, Morgan motioned, seconded by Artimovich to enter public session. Artimovich – aye; Morgan – aye; Kleinman – aye; Jones – aye.

Morgan motioned, seconded by Artimovich, to seal the non-public minutes. Artimovich – aye; Morgan – aye; Kleinman – aye; Jones – aye.

At 7:46pm, Morgan motioned, seconded by Artimovich, to adjourn the meeting. Artimovich – aye; Morgan – aye; Kleinman – aye; Jones – aye.

Respectfully submitted,

Tamera Peek

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WEEKLY TREASURER'S REPORT

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DATE:				
General Fund:		TD BANK		
Previous Balance:		8,495,389.44		
Deposits:		115,038.28		
Payroll:		32,323.02	DDP: \$32,196.04	
			CHK: \$126.98	
FICA:		7277.01		
A/P:		9,717.51	Reg A/P Cks \$9,717.51	NHRS \$
			Swasey \$	CO-OP: \$
Transfer to REC CC				
Voided Check				
Admin CC Paid				
Transfer to Impact Fees				
Account Balance:		8,561,110.18		
Interest Earned YTD:				
<hr/>				
Joyce A. Gallant, Treasurer				