

Selectboard Minutes

June 20, 2023

Present: Jennifer Jones, chair
Andy Artimovich, vice-chair
Russ Kelly
Paul Kleinman

At 6pm, Jones called the meeting to order.

The Board signed the payroll and accounts payable summary register.

Artimovich motioned, seconded by Kelly, to accept the consent agenda which consisted of recreation manifest, appointment slip for Neil Casale, treasurer's report (found at the end of these minutes), and the following building permits:

- 3-Ponds LLC, 82 Three Ponds Drive, Plumbing
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- Liberty Wood, LLC, Shannon Way, Building
- Kefferstan Estate, 109 Lake Road, Minor Project
- Lundberg III Rev Trust, 110 Deer Hill Road, Building
- Kenneth A Cross Rev Trust, 10 Old Danville Road, Solar
- Jonathan & Katherine Frizzell, 161 Crawley Falls Road, Solar
- Linda Campbell, 54 Three Ponds Drive, Minor Project
- James & Donna Judah, 159 Crawley Falls Road, Building

All were in favor.

Chief Ventura was present to introduce Neil Casale who will be sworn in as the newest part-time police officer. Ventura explained he has been building a strong team and adding Casale is another piece of that. Ventura shared Casale has a great deal of experience and has been certified in NH since 1984. Casale is retired but has been working part-time, most recently serving as School Resource Officer in Barnstead. Ventura believes Casale brings with him lots of knowledge and will be a great asset to assist with additional coverage.

Daphne Woss, Town Clerk/Tax Collector, swore in Neil Casale as a part-time police officer of Brentwood police department. Casale's wife, Michelle, pinned him. The board signed his appointment slip.

Jones opened the meeting to public comment.

Becky Dunham, Block Drive, asked if there will be a report from the municipal complex meeting. Chief Ventura responded there will be minutes available. He also shared there will be a public information session at 6pm at the Brentwood Rec Center on Thursday. Dunham asked if the market evaluation of the town building will be part of the report. Ventura stated it would be.

Dunham stated she believed the Rec Commission statement of interest submission deadline had passed. She asked if a decision had been made and whether it would be in public or non-public session. Jones responded that the board had planned to discuss it at the previous meeting, but due to the lateness of that meeting, it was bumped. She explained the board was set to discuss it at tonight's meeting in non-public.

Daphne Woss, Town Clerk/Tax Collector presented the board with the civil forfeitures. She explained there are currently 198 unregistered dogs in Brentwood. Jones read the RSA pursuant to civil forfeitures. Jones asked Woss what the process is once the forfeiture warrant is signed. Woss explained a very kind officer will visit the residents and hand deliver the civil

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forfeiture to them. The resident will then have fourteen days to register their dog(s), before a second visit from an officer would occur. After the second visit, the resident will receive a summons to go to court.

Artimovich motioned, seconded by Kelly, to sign the civil forfeiture warrant. All were in favor.

Mark Young, Conservation Commission Chair, was present to update the board about recent activity. He explained he started as an alternate and moved to being chair in less than a year. Young admitted he is still learning the role. The highlights of Conservation Commission updates include: town clean-up in April, completion of annual walk of 20 conservation properties with filed reports on the easements, updating of Rockingham County Commission 2017 conservation map of Brentwood, completion of CIP form for Planning Board, coordination of town line markers with Epping, Exeter, Kingston, and Fremont, appearance of Eversource and Rockingham County Complex before Conservation Commission, reviewing of properties for possible conservation, and a grant from Great Bay Resource Protection Partnership to offset the cost of recent appraisal.

Kelly asked if Bob Stephens was still on the Conservation board. Young responded that Stephens is the vice-chair and coordinating efforts with Exeter for the line markers. Jones asked if Young could explain the process for choosing conservation land and the criteria. Young responded the board is using the spirit of the language of the warrant article as criteria – protecting wildlife habitats and property that is accessible to people.

Young explained there were three properties the Conservation Commission was looking into. He explained one of the properties was ruled out, but there are two others still being examined. Jones asked if there was an estimated timeline. Young responded the Conservation Commission meets monthly and they must go through due diligence, have an appraisal done, and water examined. Young explained the town is in year 2 of the 5-year timeline for the bond.

Kleinman asked for clarification on the easements and whether they are registered with the register of deeds. Young responded they are easements that are managed by the town. Karen Clement, Town Administrator, added each easement is specific – biking, hunting, walking, etc.

Artimovich motioned, seconded by Kelly, to accept a \$4,200 grant with a 50% match from Great Bay Resource Protection Partnership to offset the cost of the recent appraisal. All in favor.

Artimovich shared there is a Conservation Commission board member who has accepted a new job and his time will be limited to attend meetings. Artimovich asked what the process would be and if that member could become an alternate. He asked if the member would be required to resign and reapply as an alternate. Jones asked if the selectboard members are comfortable with the committee handling the situation internally since neither the current full member nor the current alternate's terms have expired. The board agreed the changes could be made internally and Artimovich would share the information at the next Conservation Commission meeting. Clement requested the names so new appointment slips could be drawn up.

Jeff Donald, Middle Road, asked for the general reasoning one of the properties was ruled out. Young responded the Conservation Commission board felt the property did not meet the spirit of the wording of the warrant regarding accessibility to the public.

Rob Wofchuck, Peabody Drive, stated the open space bond refers to use when practicable. He believes use of the area for residents has not been a priority in the past and stated it could be something the Conservation Commission is looking to correct. Wofchuck believes easements for public access were a mistake to include on the open space bond because landowners are not going to support people coming onto their land without permission and there not being trails to follow. He claims most landowners are getting 5-10 solicitations from developers. Wofchuck disagrees with the decisions on potential land being made in non-public session by a board of seven people. He believes the town should be open to public

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discussion on the use of the 3 million bond and the criteria should be quantifiable.

Jones thanked Wofchuck for his input. She added part of the reason the board wanted the discussion was clarity on the criteria being used. Jones believes it may be a bigger discussion between the Selectboard and Conservation Commission. Jones asked who crafted the words for the warrant article. Clement stated she worked with Bob Stephens, and they utilized language from the 2006 warrant article.

Becky Dunham, Block Drive, stated there is a selectboard rep to the Conservation Commission. She asked what the role was for that person. Artimovich responded he is still learning the rules and regulations. He explained he recently pulled out the laws and regulations and was surprised to learn the scope of responsibility the Conservation Commission has. Artimovich added part of the issue is the chair needs education from other people and he is new in the role. He admitted he is also still learning. Artimovich added he will speak up when something is discussed in non-public that he believes should be discussed in a public session. Artimovich shared he does report back to the selectboard, but reminded people he has only been to 2 meetings.

Jones stated the open space bond warrant article overwhelmingly passed. The Selectboard views it as a “mandate” from the town that the townspeople are willing to spend money to conserve land. Jones believes the selectboard understands the spirit of the language of that warrant article.

Edie Shipley, Pickpocket Road, stated wildlife habitat preservation is listed as the number one criteria on the Conservation Commission website followed by water quality. Shipley stated recreation accessibility is not listed on the website. She expressed concerns about the property that was declined.

Jones responded there needs to be discussion on whether it is the purview of Conservation Commission to make the final decision. She suggested the collaboration may need to be stronger between the two boards.

Wofchuck suggested creating an open space committee, as was utilized in the past to assist with the process speed. He believes it would be prudent to use professionals to leverage the bond use.

Jones believes everyone is on the same page – conserving land.

Artimovich provided the language from the bond warrant article found in the 2022 Annual Town Report.

Liz Faria, South Road, questioned where the landowner’s rights were in the passage Jones read. Faria believes the Conservation Commission did a phenomenal job multiplying the money three-fold in the past.

Jones asked how the money is leveraged. Young responded grants is the largest way. Shipley responded portion of the sale amount could be donated. Wofchuck added discounted sales or donations. Jones reiterated everyone seems to be basically on the same page of conserving land. She announced the next Conservation Commission meeting is scheduled for July 12th.

Jones stated the next Selectboard meeting would land on July 4th. She asked for input on having a meeting on July 3rd or July 5th. Clement reminded the board she would need 3 people to sign on the 3rd. Kleinman, Kelly, and Jones all agreed to sign the manifest on July 3rd. The next Selectboard meeting will be July 5th at 6pm.

National Night Out is scheduled for August 1.

Clement stated the Planning Board requested a standing alternate for Kleinman. Artimovich stated he could attend in Kleinman’s place. Kelly motioned, Jones seconded, to allow Artimovich to be the standing alternate for Kleinman on the Planning Board.

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Clement presented the board with 5 Veterans Credit applications. She recommended approving 4 of them because the applicants met the criteria of serving at least 90 days and being honorably discharged. She recommended the denial of 1 because the applicant was discharged “under honorable conditions” and not honorably discharged which does not meet the criteria under the RSA.

Artimovich motioned to accept the Veteran’s Credit recommendations. It was seconded by Kelly. All were in favor.

Clement presented the board with 8 Elderly Exemption applications. She recommended approving 6 because the applicants met the criteria of income/assets limits and ownership. Clement recommends denying 2 applications – one for exceeding the income/asset limitations and the one because the applicant was not the property owner on 4/1/23. She added there are 2 more applications being reviewed by Jim Michaud, contracted assessor, to be sure they meet the criteria with the properties being in a trust.

Artimovich motioned, seconded by Jones, to accept the recommendation of approving the 6 Elderly Exemption applications and denying 2 of the Elderly Exemption applications. All were in favor.

Jones asked if it has been communicated to the applicants as to the reason for denial. Clement responded not yet, but they will be. Artimovich requested the financial impact be provided to the board at a future meeting.

Jones asked if more applications will be collected. Clement replied applications are accepted from January 1 to April 15 annually.

Clement explained Wayne Robinson, road agent, presented a bid for sand from Chris Beebe. Robinson is requesting an early delivery of 1000 yards due to an expected July 1 price increase.

Robinson explained there are vendors who are not selling sand and many towns are transitioning to salt only. He stated the plan would be to deliver 1000 yards first and then 500 yards later in the year. Robinson believes he only has about 2 truckloads of sand remaining at the highway shed.

The expected increase according to Robinson will be \$.68/yard. Artimovich stated the only issue is with purchasing sand without sending out an RFP. Jones supports the purchase because of the pricing, quality of sand and service.

Kleinman moved, seconded by Kelly, to approve Robinson purchasing 1000 yards of sand at \$23.95/yard. All were in favor.

Artimovich had no committee updates.

Kelly had no committee updates.

Kleinman stated the Planning Board is doing a site walk at 335 Route 125 at 9am on Saturday due to a transition of ownership. He added Councilor Stevens reached out regarding the traffic audit to inform him an engineer has been chosen. Additionally, the Kingston ZBA has a hearing on July 13 at 6 or 7pm for the proposed gas station.

Clement shared the road safety audit for Route 125 will be conducted sometime between 7/10 – 7/21. The request was to host them at BRC, but due to summer camp, the fire department training room will be offered instead.

Jones had no committee updates.

Jones explained Liz Faria had requested her application for the Rec Commission be read in public session. Jones read Faria’s

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Statement of Interest. Faria added she attempted to attend the last 2 Rec Commission meetings, but they were cancelled due to lack of quorum. She believes they need people. Faria added she would like to see a grandparents group started possibly 1 time per week and possibly a driving pool to assist people who need transportation for errands, appointments, etc. Artimovich added TASC is an option.

At 7:19pm, Artimovich motioned to go to non-public for real estate, reputation, and legal. Kelly seconded the motion. Artimovich – aye; Kelly – aye; Kleinman – aye; Jones – aye.

At 8:45pm, Kelly motioned, seconded by Artimovich, to seal the minutes and go into public session. All were in favor.

At 8:45pm, Kelly motioned, seconded by Artimovich, to adjourn. All were in favor.

Respectfully submitted,

Tamera Peek

WEEKLY TREASURER'S REPORT				
DATE:			6/20/2023	
General Fund:		TD BANK		
Previous Balance:		3,137,850.70		
Deposits:		425,218.80		
Payroll:		29,610.01	DDP: \$29,554.08	
			CHK: \$55.93	
FICA:		6981.63		
A/P:		55,957.25	Reg A/P Cks \$55,957.25	NHRS \$
			Swasey \$	CO-OP: \$
Transfer to Impact Fees		14,472.00		
Paid Admin CC				
Transfer from GF to Rec				
Account Balance:		3,456,048.61		
Interest Earned YTD:		55,253.59		
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Joyce A. Gallant, Treasurer				