

Selectboard Minutes

March 19, 2024

Present: Jenn Jones, chair
Andy Artimovich, vice chair
Jon Morgan (via zoom)
Paul Kleinman
Letty Bedard

At 6pm, Jones called the meeting to order.

The Board signed the payroll and accounts payable summary register.

Karen Clement, Town Administrator, presented the Selectboard with a document from the Planning Board. The Planning Board issued a letter of credit to Three Ponds at their last meeting due to substantial work being completed on the project, according to Clement. She stated the letter of credit should have a balance of \$403,365.45 and the letter of credit would be reduced by \$115,414.75 leaving a balance of \$287,950.70. Clement explained it has been reviewed by town engineers and Planning Board.

Artimovich motioned, seconded by Kleinman, to sign the letter of credit for Three Ponds. All were in favor.

Artimovich motioned, seconded by Bedard, to allow Morgan to attend remotely. All were in favor.

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

- Brentwood Cong of Jehovah Witnesses, 21 Route 27, Electrical
- Brentwood Cong of Jehovah Witnesses, 21 Route 27, Minor Project
- Brentwood Cong of Jehovah Witnesses, 21 Route 27, Electrical

Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion carried.

Jones opened the meeting to public comment at 6:05pm.

Daphne Woss, Town Clerk/Tax Collector, read the attached letter thanking the Brentwood Police Department for their assistance and professionalism.

Jones closed public comment at 6:07pm.

Artimovich motioned, seconded by Morgan, to name Jones as the Chair. Morgan thanked Jones for the collaborative atmosphere she has fostered as chair on the board. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion carried.

Morgan motioned, seconded by Kleinman, to name Artimovich as vice-chair. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion carried.

Artimovich welcomed Bedard to the board. Jones asked if there have ever been two women on the board at the same time. Clement responded that she did not think so.

Discussion regarding the designated representatives to each board ensued.

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Artimovich motioned, seconded by Morgan, to designate the following representatives:

- Jones to Budget Committee
- Kleinman to Conservation Commission
- Morgan to the School Board
- Kleinman to Planning Board
- Bedard as the designee to Planning Board when Kleinman cannot attend
- Artimovich to Library
- Morgan to Recreation
- Jones to the Building Committee
- Bedard to Joint Loss
- Bedard to Emergency Management
- Morgan to Economic Development
- Bedard as a regular member of the Communications Subcommittee

Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion carried.

Clement presented a request for increased detail fees for the police department. She explained the cruiser rate will increase from \$13 to \$16 per hour, the admin fees will increase from \$17 to \$21 per hour, and the officer rate will increase from \$50 to \$60 per hour. Clement added the total bill rate will increase from \$80 per hour to \$97 per hour with cruiser use.

Clement explained the requested rates are similar to Kingston at \$58 per hour and Epping at \$60 per hour. Bedard asked how much goes to the officer and where the remaining charges are placed. Clement responded the officers would receive \$60. The exception would be that when Lt. Doty does a detail, he will be compensated at a time and a half rate. Artimovich responded that the admin fees go to help off-set the processing, billing, and invoicing that details entail. Jones explained the cruiser rate is put into the detail fund.

Jones asked if these rates are reasonable. Artimovich responded it is reasonable and comparable to other departments.

Artimovich motioned, seconded by Kleinman, to accept the proposed detail rates as outlined above. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion carried.

Clement presented the board with the MS-232, report of appropriations voted on at Town Meeting, to sign. She explained the amount increased by \$2 because of the revolving funds for Emergency Management and Solar. Clement added the program would not allow her to close out without adding a dollar value to those lines.

Artimovich motioned, seconded by Bedard, to sign the MS-232. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion carried.

Clement presented the board with a permit for the Webb property to transport non potable water. Morgan stated he believed there was water being transported. Artimovich responded it is a different property on Route 27 – between Pine Road and the new Prescott property. Kleinman asked where the water could be hauled. Artimovich responded it could be utilized to fill swimming pools or hauled to farms. Kleinman asked if there were concerns about the water being transported. Clement stated they have never transported water in all the years she has been employed in the town. Jones noted there is a limit of 20,000 gallons per day that can be transported.

Artimovich motioned, seconded by Kleinman, to sign the permit to allow non potable water to be hauled from the Webb property. Artimovich – aye; Kleinman – aye; Bedard – aye; Jones – aye; Morgan – aye. Motion carried.

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Clement presented the board with a 2-year renewal permit for Bob's Heavy Equipment to operate and maintain junkyard. Jones asked if it was an active junkyard. Clement responded yes. Artimovich asked if the board had to sign it. Kleinman asked if there were concerns for the property, compliance issues or if it was an eye sore to neighbors. Clement responded that she has received no complaints.

Kleinman asked if there was a reason not to sign the permit. Artimovich responded it could affect property values. Jones asked about the family's intention, noting the property is currently up for sale. Clement responded the permit could be transferable, but noted the permit is specifically for Bob's Heavy Equipment. She added the junkyard was grandfathered in. Kleinman asked about zoning – residential or commercial. Clement responded that she believes it is both residential and commercial. Kleinman asked if anyone could request a junk yard permit. Clement said this is a grandfathered use. New junk yard would need to apply to the zoning board. Clement requested the board not just deny the permit but instead allow Leslie Webb to come in and address the concerns the board may have.

Bedard asked if it was possible to sign just a 1-year permit. Clement responded that the permits used to be one year, but in order to align with the state permit cycle, the town now does 2-year permits. Morgan asked if they were meeting environmental standards. Morgan asked what types of items are collected. Clement responded white goods, scrap metal, and electronics. Jones asked Clement if there were any concerns.

Becky Dunham, Block Drive, suggested the board speak with the realtor of the Webb property. She added all the possible hazards are required to be disclosed to the realtor.

Kleinman voiced his concern that the permit is transferable. Clement noted the person would also have to buy the company, as the permit is specific to the business operating at that property. Jones asked what additional information the board would need to approve the permit or make a decision on the permit. Kleinman responded his concern is the potential owner. Artimovich asked if the property was an LLC. Clement responded it was.

Kleinman motioned, seconded by Artimovich, to table the junk yard permit until next meeting. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion carried.

Clement will invite Ms. Webb to attend on March 26.

Clement presented to the board information on the solar array. She explained there are 2 modules with damage to them. She explained it will cost \$650 per module in addition to \$147/hour for repair. Clement explained the damage was caused by impact and is not covered by the warranty. She explained the cost would be \$1,594. Clement asked the board where they would like funds to come from either the Capital Reserve Fund (CRF) or government buildings. Bedard asked if the CRF could be paid back. Clement responded it could not be. Money can only be added to a CRF at Town Meeting, Clement responded.

Artimovich motioned, seconded by Morgan, to expend the funds from government building line to repair the solar array. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion carried.

Artimovich read a letter drafted by the Conservation Commission addressed to the Exeter Selectboard relating to the Pickpocket Dam. The letter noted there are 15 conservation easements along the river that could be affected by the dam's removal. Artimovich asked if there had been any answers from legal counsel about Brentwood having any standing. Clement responded that she has not been able to connect with them yet. She believes it will be a civil matter, much like when Fremont had concerns in the past. Jones questioned "Brentwood" in the letter. She asked if that was the Selectboard, residents, Conservation Commission, or something else.

Becky Dunham, Conservation Commission chair, responded that Exeter has the River Committee. Dunham suggested the

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equivalent in Brentwood would be to have representation from the Selectboard, Conservation, and possible abutters. She added that she is open to clarifying the language and the letter is a draft. Dunham explained that help would be welcomed.

Artimovich mentioned that if Brentwood is a property owner of any of the land along that stretch of river, there may be a financial impact. Morgan supported those thoughts. Clement stated an easement would be different than owning property. Morgan asked if the Town of Brentwood owned any land. Clement responded she did not believe so. Bedard mentioned seeing a large piece of land on the map labeled as being owned by Brentwood.

Jones, referencing Clement's earlier statement, stated that residents in Fremont got involved as a civil matter. She suggested waiting until legal could weigh in before sending the letter. Jones added she needs information on whether the Town of Brentwood owns land or not. Artimovich mentioned a piece of land on Peabody that shows it is owned by the Town. Bedard also listed a few properties that could be owned by the Town as well.

Clement supported waiting until town counsel could offer input. Kleinman questioned the timing of public comment period being closed. Dunham responded it was March 21 for comments on the feasibility study. Clement stated that Russ Dean has been keeping Brentwood in the loop with meeting dates and times. Morgan stated he approves of the letter contingent upon legal weighing in. Jones reiterated she would like clarification on "Brentwood" language.

Artimovich suggested pushing the letter off to the next meeting. Jones asked Dunham who she believes will be integral. Dunham responded Selectboard, Conservation Commission, and a representation of residents who may be affected by the possible dam removal. Artimovich suggested possibly SELT.

Morgan stated Economic Development has a meeting on Thursday.

Artimovich shared the Bunny Breakfast is slated for March 23.

Recreation is hosting the Egg Hunt on Saturday, March 30.

Recreation is also hosting field clean up on Saturday, April 6.

Kleinman requested Doug Finan, Planning Board member, offer the update. Finan explained he attended the RPC meeting last Wednesday. The 25-year Master Plan was discussed according to Finan. He added Doug Marino, latest Planning Board member, also attended the meeting to offer perspective on young people. Finan explained areas of discussion included Accessory Dwelling Units (ADU), more green space, larger community center with low or no fee offerings, more town activities, affordable housing was a main focus, along with the diminishing availability of transportation.

Finan explained discussion included Brentwood and the surrounding area being a low paying area forcing young people to move away to larger cities. He stated the general consensus was that there are no easy solutions to the struggles mentioned during the meeting.

Bedard offered updates on the Communications Committee. She stated the website is up and the committee is making progress on completing the AV equipment. Jones noted the minutes only go back about 2 years. She asked if there is a plan to make more minutes available. Bedard responded the committee is still exploring its options for uploading more information or if it will be hosted some other place. Artimovich stated there will be a need for training once everything is set up. He suggested streaming be required for all committees and subcommittees. Jones added that the communication committee will be developing a "how to guide" once everything is set up.

Liz Faria, South Road, asked if there is different information on the Facebook (FB) page than on the website. Jones responded that for the most part all news posted on the website should also be found on FB. Faria asked why there is a need

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for both. Artimovich responded for instant gratification. He noted that the website also has a FB link imbedded at the bottom to get directly to the FB page. Jones added for additional exposure.

Becky Dunham, Conservation Commission Chair, questioned the obligation for retaining documents. Clement responded it is by statute. She explained she could outline that with Dunham “offline”.

Bedard noted there is no standard naming for documents, and it is something the Communications Committee hopes to address going forward.

Jones shared that there was a letter in the Selectboard mail noting Officers Gagnon and Saltzman were applauded by a resident for their professionalism on a recent call.

Jones shared the Building Committee will be moving into their next phase. She noted with the passing of renaming the CRF, there will be a feasibility study to examine the possibility of combining town offices and the police department. Jones stated there has been no decision to have a joint building, only that the possibility will be explored.

Bedard motioned, seconded by Artimovich, to enter into non-public for personnel and legal at 7:16pm. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion carried.

At 7:32 pm Artimovich motioned, seconded by Bedard, to come out of nonpublic. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion carried.

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

At 7:32pm, Artimovich motioned, seconded by Bedard, to adjourn the meeting. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion carried.

Respectfully submitted,

Tamera Peek

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WEEKLY TREASURER'S REPORT

DATE:	3/19/2024		
General Fund:	TD BANK		
Previous Balance:	5,805,979.18		
Deposits:	60,084.38		
Payroll:	39,060.75	DDP: \$36,683.25	
		CHK: \$2,377.50	
FICA:	8628.37		
A/P:	250,851.05	Reg A/P Cks \$18,651.05	NHRS \$
		Swasey \$232,200.00	CO-OP: \$
Transfer to Impact Fees			
Admin CC Paid			
Transferto Rec CC			
Account Balance:	5,567,523.39		
Interest Earned YTD:	53,114.97		
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Joyce A. Gallant, Treasurer			

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We would like to sincerely thank Lt. Justin Doty, Ofc Evan Carey, Ofc Bob Gagnon, and Ofc Matt Kelly for their quick response to a medical emergency at our home. Without their efforts, the evening could have had a very different outcome. The work you do is so important and when you add that to your kindness, we don't know a better police department or set of officers. We are extremely grateful!

Thank you!

Daphne & Ernie Woss