

Selectboard Minutes

May 7, 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.

Chief Ventura welcomed those in attendance. He shared the department likes to reward excellence. Officer James Saltzman is retired from 20 years of service in the army, according to Ventura. Saltzman is also a firearms instructor for Brentwood PD and Sig Sauer. Ventura explained Saltzman “Salty” joined the Brentwood police department in 2021 as a part-time officer. When a full-time opportunity arose in 2022, Salty joined the force full-time. Ventura shared that Salty has adapted well to the community and went through the promotion process of becoming a Corporal.

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

Bedard motioned, seconded by Artimovich, to sign the appointment slip for the promotion of Officer James Saltzman to Corporal. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion passed.

Daphne Woss, Town Clerk/Tax Collector, was present to swear in Officer Saltzman.

Corporal Saltzman was pinned by his son Ethan. Ventura thanked Saltzman’s wife, Amanda, and family for their support. Photos of the family and department were taken.

The Board signed the payroll and accounts payable summary register.

Artimovich motioned, seconded by Kleinman, to accept the consent agenda which consisted of public minutes from 04/16/2024, the recreation manifest, the treasurer’s report (found at the end of these minutes), and the following building permits:

- HPM Leasing, 415 Route 125, Electrical
- CABN Properties, 4 Sanborn Way, Electrical
- James Erricolo & Meghan Ward, 6 Ole Gordon Road, Building
- Peter & Joanne Brandien, 92 Three Ponds Drive, Minor Project – finish portion of basement
- Chase Brackett, 5 Haley Circle, Electrical
- Bouldin 2023 Trust, 109 Crawley Falls Road, Electrical
- Alison R Cody Living Trust, 87 Three Ponds Drive, Building
- W&M Whittier Rev Trust, 438 Middle Road, Electrical
- River Run Development, 1 Taylor Circle, Plumbing
- Daniel & Melissa Hanlon, 96 Dudley Road, Electrical
- Kathym Bruce, 1 Balsam Lane, Pool
- Patrick & Hollie Garvey, 20 Autumn Lane, Electrical

Artimovich – aye; Morgan – abstain; Kleinman – aye; Bedard – aye; Jones – aye. Motion passed.

At 6:11pm, Jones opened the meeting up to public comment.

Doug Marino, Mill Pond Road, Planning Board member, explained that he had a medical emergency over the summer. He

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added that Saltzman was the responding officer. Marino stated that Saltzman was kind and professional. He added Saltzman was an exemplary officer and human being. He was able to express his gratitude to Saltzman who was still in attendance. Corporal Saltzman thanked Chief Bird and the Brentwood Fire Department for their assistance as well.

Becky Dunham, Block Drive, wanted to publicly thank Jillian Benedix, Planning Board Administrative Assistant, and Glenn Greenwood, Town Planner, for their assistance with Conservation Commission.

Dunham explained she attended the Cleanup at the Recreation Center in April. She questioned the tree clearing and requested an explanation of the work. Jones asked if Morgan could address those questions/concerns during the committee/board updates.

Chief Ventura publicly thanked Chief Bird, Alyssa Cynewski (EMS Captain), and Katarina Tennant for their professionalism. He explained he had a cardiac event and they were amazing in their care of him. Ventura also noted that Brentwood is ranked the 9th safest town in NH.

Jones closed public comment at 6:16pm.

Lt. Doty was present to request funding for a new cruiser. He explained cars 4 & 6 are the oldest cars in the fleet. Doty explained that car 6 has about 120,000 miles on it and car 4 has about 150,000 miles. Doty explained he put Brentwood on a list for a car in 2025. He added that the list does not guarantee a car will be available for purchase. Doty explained he reached out to MacFarland Ford who had 31 cars on the lot for purchase now, but 23 were already spoken for. He would like to request \$75,000 in ARPA funds for the purchase and outfitting of the car.

Doty explained Kip Kaiser, Building Inspector/Code Enforcement, would receive one of the 4-wheel drive Explorers. Doty added one of the cars would become a detail car. He noted that a new car would provide safer equipment, serve as a morale booster, and allow for a matching fleet.

Doty outlined the cruiser maintenance. Car 9 has about 50,000 miles on it and has had about \$4,000 in maintenance since 2021 when the car was obtained, according to Doty. He shared that is basically tires and oil changes. Doty added that car 4 has had \$14,000 in maintenance since 2020 and car 6 has had about \$23,000 in maintenance/repairs since 2020. Doty noted that there will be cost savings with a new car because it will not have high maintenance/repair costs.

Ventura stated if this new car is purchased, he would not be requesting one in 2025. He added it would help with the replacement schedule. Ventura added that the police department has not requested much from ARPA funds. He added he believed it had to be spent by the end of the year. Jones responded ARPA funds have to be allocated by the end of the year, not spent.

Bedard asked how many vehicles are in the police fleet. Doty responded there are 10 vehicles. Bedard asked how long the cars last. Doty replied about 5 years. Bedard reasoned there would be a need to replace 2 cars each year. She asked how much money is in the detail fund. Ventura responded there is about \$10,000 in that fund. Karen Clement, Town Administrator, stated there is about \$70,000 in that fund, but once the town is reimbursed for payroll expenses there will only be about \$10,000 remaining.

Bedard asked if any of the equipment from the cars being replaced can be reused. Doty answered not really because the models have changed. Kleinman asked how old the cars are. Doty responded they are 2017 – 2018. Jones stated the supervisor car was paid for from the detail fund. Corporal Spitalere responded that the supervisor's car was paid from impact fees.

Clement stated there is \$131,000 in ARPA funds that must be obligated by the end of the year. Jones stated one thing the

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board has started doing is not necessarily voting on large purchases to give the board time to consider it and allow the public to weigh in. Jones asked Doty if there is an issue with waiting. Doty responded that he would have to check with MacFarland because he believes there is another PD interested in the car. Morgan stated he is supportive of purchasing a new car. He added he would like to know what the other potential competing priorities are for the ARPA funds.

Jones asked if there would be an issue if the vote did not take place tonight. Ventura asked if it would be possible for the board to commit to an answer in 2 weeks. Jones responded that was reasonable and stated it would allow time for the public to ask questions. Ventura responded that he would welcome questions through phone calls, visits, and emails.

Jones asked if there was any reason not to use the remaining \$10,000 in the detail fund. Ventura explained he is hesitant to deplete the account. Bedard asked how quickly it can be built up. Doty responded that it depends on the number of details. Bedard asked for an average.

Kleinman questioned the requested amount. He stated that if the vehicle is \$50,000 and outfitting it costs \$20,000, he wondered why there would be a request for \$75,000. Ventura responded that allows for a \$5,000 buffer for the outfitting.

Clement stated in 2023 the detail account accumulated about \$85,000; 2022 was \$166,000; 2021 was \$127,000. Jones asked how much was expended. Clement responded that in 2021 \$209,000 was expended. She added that included money carried over from the previous years. Jones noted that the purchase of cruisers could not solely come from the detail fund.

Artimovich asked what the cruiser rate is. Ventura responded it is \$20 per hour. Artimovich added that it costs about \$30,000 to equip a car from “soup to nuts”. Jones stated the car purchase would be discussed at the next board meeting.

Janice Wiers, library director, was present to request money from the Capital Reserve Fund (CRF): building maintenance for the front decking at the library. She explained that the idea is to salvage the structure’s frame, skirting, and railings. Wiers added that in November the library originally requested \$38,573. The approved amount was about \$7,500. She added the job was completed under budget for \$5,581.94.

Wiers explained the quote for the front decking was redone after the completion of the back decking work. She explained the quote is for \$19,059.50 barring any unseen issues with the structure. Wiers is requesting to expend up to \$26,000 to repair the front deck. She added it is a reduction from the original pricing.

Jones asked Clement if the board had voted on the front decking. Clement responded it was discussed but no money was appropriated for it.

Bedard asked what the age of the decking is. Wiers responded it is about 20 years old. Kleinman stated he was confused why it was being discussed if it was previously approved. Clement responded that the back deck was voted on because that project needed to happen in conjunction with the amphitheater. Kleinman asked why additional money could not be requested once the project begins. Wiers responded that it is a timing situation because the deck would already be torn up and additional money may not be approved for 2 or more weeks depending on the timing of meetings. Jones responded that the board has often voted to expend up to a certain amount. The money would not be expended unless there is a valid need.

Clement added the requested amount would not be allowed to be used for change orders or upgrades, it would be utilized only to address the emergency/safety concerns. Jones stated she was speaking with Clement about how the cost compares to the decking that was done at the BRC. She noted it was much more than the quote for the library.

Bedard noted the quote mentioned pricing out railing. Wiers responded that she does not believe there will be a need for new railings. Kleinman asked if the money would come out of the CRF for building maintenance. Jones confirmed it would.

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Bedard asked how much is currently in the CRF: Building Maintenance. Clement responded about \$145,000. Kleinman asked if there were other projects. Clement responded that the windows at the BRC is the only major project she is aware of. She added that ARPA funds could be considered for the window project at the BRC and added that no ARPA funds have been allocated to the Rec yet. Morgan asked if the library trustees have already taken a vote. Wiers confirmed they had.

Artimovich motioned, seconded by Kleinman, to expend up to \$26,000 from the CRF: Building Maintenance to replace the decking at the library. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion passed.

Wiers announced the dedication ceremony of the Linda A. Johnston Memorial Amphitheater to be held on Saturday, June 15 from 2-5pm. She explained there will be a plaque revealed, music, kid's activities, food, and more and added it is open for the public to attend.

Jones stated she asked the committee appointment process to be on the agenda. She explained that historically committees took a vote and the Selectboard would take a vote. Jones stated she would like to see a more collaborative effort instead of a series of votes. She added she suggested possibly inviting the committee or the chair to attend the Selectboard meeting to avoid disjointed voting.

Clement added she would like to see the timing standardized as well. Bedard supported Clement's timing request. She added it would allow for onboarding to be done at the same time. Bedard suggested maybe a 7/1 start date. She added she believes it will be easier to track and those who are new to the town or volunteering for a committee would be aware of the various opportunities to get involved if all vacancies were posted at the same time.

Kleinman supports standardizing the vote. He believes it is a problem with the disjointed vote. He believes it looks bad and supports a change in the way the board has been doing appointments. Morgan responded that many of the boards are supposed to offer or provide guidance and advice to the Selectboard. He supports standardizing the appointment dates and terms. Morgan feels one piece that might be missing is what the Selectboard is looking for in terms of objectives, visions, or goals.

Artimovich supports the appointment timing. He believes it looks bad when a board brings their recommendation to the Selectboard and the Selectboard opts to go in a different direction. Jones responded that she thinks there will be times when there is a slight disagreement but believes it can be hashed out for the good of the town.

Morgan responded that he agrees with disjointed but not with "bad". He believes the Selectboard has ideas about what they would like to see and accomplish for their terms. Morgan stated because those ideas and visions have not been outlined, it could be part of the reason the vote seems disjointed.

Clement asked what the board's expectations are for the position postings. She asked if the board and committees are creating the posting, will the Selectboard's involvement with objectives be through the Selectboard representative to that board or committee or would the board want to have it addressed at a Selectboard meeting. Jones responded that she thinks it could be a collaborative effort with the chair or committee members.

Bedard suggested possibly doing it on an "off" week like a work session only. Jones questioned if it would be time intensive if all board openings are listed at the same time. Clement responded it would be time intensive to do them all in a meeting. Jones suggested maybe breaking them into 2 meetings a few weeks apart from one another. She noted that there was a little additional work added for those whose term was expiring, as they have been asked to reapply. Jones supports that decision and believes it will help outline their skill sets.

Bedard's request would be that terms all end on the same day even if they begin at a slightly different time. Jones stated there seems to be consensus amongst the board members that chairs to committees would be part of the process in the beginning

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and the end.

Wiers asked about the library alternates whose term ends in June. Jones responded that the library is a bit different because the library has an elected board who oversees the library under an RSA. Bedard asked Wiers if the alternates are for one year intentionally. Wiers responded it is by RSA.

Bedard asked if it would be written up as a policy. Jones confirmed it would be. Bedard asked if there is a committee handbook. Clement responded Conservation Commission has a handbook, Rec Commission and Budget Committee have by-laws. Jones suggested the Selectboard write up a short policy outlining what onboarding would look like – 91A training, website training, etc.

At 7:03pm, Artimovich motioned, seconded by Kleinman, to enter non-public for reputation, personnel, and legal. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. All were in favor. Motion passed.

At 8pm, Artimovich motioned, seconded by Bedard, to enter public session and seal the non-public minutes. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. All were in favor. Motion passed.

Rick Labrecque, Energy & Efficiency Chair, had 2 requests for the Selectboard. He explained Gabrielle Kelly would like to move from a voting member to an alternate. Labrecque explained Jason Federspiel is interested and fully endorsed by the committee in taking the open position. He added there are 7 full members, 1 alternate, and 1 opening on the Energy & Efficiency Committee.

Jason Federspiel, Stevens Drive, shared his interest in serving on the Energy & Efficiency Committee with the Selectboard. He has lived in Brentwood for about 10 years. He explained he has been in the renewable energy industry for over 20 years. Federspiel previously owned a solar distribution company. He would like the opportunity to contribute to the town in a positive manner by serving on the Energy & Efficiency Committee.

Kleinman asked if he would be new to the committee. Federspiel confirmed he would be. Labrecque asked if Federspiel would be filling Kelly's term. Clement responded that there are no end dates assigned to the members on this committee.

Bedard motioned, seconded by Kleinman, to approve Jason Federspiel's appointment to the Energy & Efficiency Committee. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion passed.

Morgan asked if in the future items that could be addressed in a short amount of time, go first. Jones apologized for their wait.

Becky Dunham, Conservation Chair, was present to inform the board of a decision for the Conservation Commission to establish an Open Space subcommittee. She explained that the RSA allows her to establish subcommittees. Dunham added it will allow extra hands for the open space bond in the area of reaching out to landowners and educating the public. She explained the Conservation Commission approved this decision at their April meeting.

Dunham added that Barbara Richter, Executive Director of NH Association of Conservation Commissions (NHACC) weighed in on the ability of Conservation Commission to have this subcommittee. Dunham believes the next step would be to appoint members at the May 8 meeting. She added that currently Lise Naughton, Rob Wofchuck and herself would serve on the committee along with 2 people not serving as Conservation Commission members. Dunham plans to have a public team meeting to outline the plans for moving forward to be held at the end of May or early June. She added she believes there will be nonpublic discussion over the summer on a few key properties.

Dunham explained the subcommittee would focus on initial approaches and developing some educational materials. She

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added they would be posting on social media to keep the public informed on what the Conservation Commission is doing.

Dunham stated the Commission has until 2027 to use the bond. Bedard feels that the Conservation Commission appointing people to the subcommittee without the use of the statement of interest circumvents the process. She questioned if opening up the 2 remaining slots to the public would cast a “wider net”. Dunham responded the desire is for a smaller committee who will advise Conservation Commission and have no voting privileges. Bedard asked how Dunham would know there are not more qualified people to be on her resource list if the opportunity is not “broadcasted”.

Jones asked if Dunham’s process would benefit from mirroring the process for all other committees in town. Dunham responded that her gut reaction is no, it would not work. Jones questioned why Dunham feels that way. Dunham responded it is such a small group with Conservation members and with people who have been suggested they would be a good fit. Kleinman asked if Dunham had people in mind already. Dunham responded yes. She explained their names were submitted to her and/or they have expressed interest.

Jones questioned the size of the group. Dunham explained she would like to start with 5 members. She noted the previous subcommittee had 5 members and stated they were able to accomplish a great deal. Dunham added it would allow the subcommittee to meet more often since Conservation only meets one time per month. Jones asked Clement if the subcommittee would be required to follow the same posting and 91A requirements. Dunham responded yes, they would have to post the public meetings and follow the same criteria of other committees.

Jones reminded Dunham that a quorum cannot officially meet without it being a publicly posted meeting. Dunham explained it would be more of an outreach. Jones shared her preference for more transparency would be to follow the same process adopted by the board. She noted that Dunham was not interested in that route. Morgan pointed out that this is not an elected board, and their purpose is to provide guidance on how to move forward. He feels it is not a transparent process. Morgan stated he views it as a very closed process and it does not seem to align with the vision of how things should be operating.

Jones visited the idea of 91-A and how some things were handled under the previous chair and prior projects. She asked Dunham’s thoughts on how she believes the 91A under acquisition of real estate is to be interpreted. Dunham responded that she knows the town has a bond and that developers have been acquiring land and developing it very quickly. She added the priority list has 30 properties listed with criteria as to value and access. Dunham would not like that list to be a public document. She believes it will release too much information that could benefit individuals to look for land to develop.

Dunham believes NHACC’s position is that any kind of discussion about property should be done in nonpublic. Jones responded that her push back would be that most of these properties are easements not for sale. She argued developers could not purchase land that is a non-development easement. Dunham believes it is a sensitive topic and would like it discussed in nonpublic.

Jones asked for the board’s thoughts. Dunham asked if the friction Jones referred to was because of who was in the role. Jones responded she does not believe it was specific to who was chair. Dunham responded that she allows the landowner to choose if it should be in public or nonpublic. She added the Swasey’s were fine with information being in public, while other landowners are not. Dunham stated she would like to respect the wish of the landowner. Jones understood that point providing it appropriately falls under the 91A. Morgan questioned where the landowners wishes falls under 91A.

Clement read the statute “for consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community”. She added that it would need to be a purchase that would adversely affect those of the general community to be in nonpublic. Morgan stated he does not believe it can be done in nonpublic. Dunham argued she would want to know what the landowner is comfortable with. Jones and Morgan both responded the landowner’s preference does not drive the nonpublic reason.

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Dunham would like to have counsel weigh in on the interpretation of 91A. Kleinman also volunteered to have an offline conversation with Dunham prior to or at the Conservation meeting. Jones added that she believes everyone is in agreement that they want to follow the law, conserve as many properties as possible and to offer the maximum amount of transparency and get to a shared understanding of what that is.

Chief Bird, fire chief, was present to discuss earned time buyout for the fire department. He explained he has 4 full-time slots with one vacancy. He explained that vacancy requires a day shift and night shift to be covered. He added that fire fighters work 24 hours shifts and explained that if they take off 2 full weeks of vacation they are using 96 hours of earned time.

Bird is requesting that firefighters be offered a buyout option after 96 hours. He added that employees are not staying long enough to form pools. Artimovich asked for clarification on the math. He stated 2 weeks of vacation would equal 84 hours. He questioned where the 96 hours are coming from.

Clement responded that over an eight-week period, they are working 48 hours, 36 hours, 48 hours, 36 hours. She explained that over the 8-week rotation it averages to be 42 hours in that pay period. Artimovich questioned where the overtime is built in. Bird explained the Federal regulations for fire fighters allows firefighters to work up to 56 hours without being paid overtime.

Clement explained that firefighters are different. She added that highway, town office and police are on a pay period that goes Sunday to Saturday while fire fighters are in a work period that runs over a course of 8 weeks. She added that fire fighters are paid an average of 42 hours each week. Jones asked why vacation could not be paid the same way. Bird responded it would be because the rotation would be messed up. Bird noted that if firefighters work every day they are supposed to, they work 104 hours more per year than all the other departments.

Bedard asked if it must be done by hours. Clement and Jones responded accrual is based on hours. Clement added that the accrual rates were adjusted to calculate to get to the 96 hours. Jones stated that Brentwood's policy is currently that every full-time employee is allowed to carry over 2 weeks of earned time. She asked if someone in the town office would carry over 80 hours while fire would carry 96. Clement responded that historically they were only permitted to carry over 84 hours. Jones asked Chief Bird if his request is to allow his employees to carry over 96 hours instead of 84. He confirmed it was. He added he would also like to allow his firefighters to be paid out for anytime over the 96 hours, up to one full week.

Bedard supports the carry over for fire being 96 hours. Jones asked Clement if there would be a financial implication if they allow the 96 hours. Clement responded there could be a slight implication if an employee resigns because of the payout. Morgan stated it was not clear enough for him to follow. He requested a spreadsheet and something in writing. Morgan stated he does not feel he can ask relevant questions because he does not quite understand. He also stated his biggest aspect is that he wants fairness across the town.

Chief Bird explained he is not looking to cut out benefits to any employees. He stated the fire department has to be viewed differently than the other departments because it is a different dynamic. It is not a traditional 40-hour work week at the fire station. Morgan reiterated the need to have it structured on paper and to be visualized with words and numbers.

Clement responded that if a firefighter takes a week off, they will be charged 48 hours of vacation time. The firefighter will only be paid for 42 hours because it works out to an average on the work rotation. Clement explained the ask is to allow them to carry over 96 hours because those firefighters would be charged for 48 hours per week. Bedard asked if the current policy is written that they can carry over a certain number of hours. Clement responded it is currently written that they can carry over 80 hours. Bedard asked if it could be changed to just reflect 2 weeks.

Kleinman shared his confusion. Artimovich explained that the federal government allows that instead of having to pay

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overtime after 42 hours per week, the fire department works with an 8-week schedule. Kleinman stated he still did not understand. Artimovich suggested a spreadsheet. Jones asked Clement if she could create a spreadsheet or chart to help everyone understand better.

Jones stated that the second issue is an earned time buyout. She explained there was an unofficial policy. Clement explained that there was a 50% buyout of the excess in carryover. She added in 2018, it became a 100% buyout of the excess carry over due to staffing issues. Jones stated the board limited the payouts last year and wanted to examine a policy in the new year.

Jones suggested the payout not be fire specific. She believes it should apply to all departments. Jones noted it would need a budget line. Bedard asked how much that would be. Jones responded that a weekly payroll is about \$38,000. Artimovich added it would depend on the department. He noted it would cost more money to fill a vacation for public safety departments where town hall does not have to back fill a position.

Jones asked Clement her thoughts on a policy. Clement responded that she feels that up to a one-week buyout would be reasonable. Kleinman asked how much time employees earn. Clement responded that it depends on how long the employee has been here. Jones asked if the board would support adding a line item for buyout.

Bedard stated she was confused why it was being discussed without a policy in place. Clement responded that they are already aware of openings affecting the ability for time off and coverage. Bedard asked if the posting is appropriate and if the salary is competitive enough. Clement responded that it is competitive with surrounding areas. Jones added that she believes Chief Bird is addressing this now so he can address it with his employees that there is a policy. Bird responded that he has a lot of shift openings just in June and he wants to be able to tell his guys that they will not lose their earned time if they do not use it.

Artimovich feels buyout would cost less. Bedard wants employees to be encouraged to take vacations and time off. Kleinman asked what the cost would be across the board. Clement responded about \$36,000 - \$38,000. Clement was asked to draft a written policy and present it at the next meeting.

Chief Bird presented the board with reappointment slips for fire wardens and three new deputy fire wardens. Bedard asked if they get paid to do this role. Jones responded no.

Kleinman motioned, seconded by Bedard, to sign appointment slips for three new deputy fire wardens: Charles Fitzgerald III, Matthew Polasek, and Grant Quinn and to sign reappointment slips for John Bryan IV, John Isabel, Julie Labonte, Nathan Richard, Trevor Whitby, and Keith Culligan as deputy fire wardens, and Katarina Tennant as issuing agent. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. All were in favor. Motion passed.

Clement presented the board with a Land Use Change Tax (LUCT) for 32 Shannon Way in the amount of \$20,000 for land coming out of Current Use for the building of a single-family home. Jones asked if it was the standard amount. Clement responded it was 10% of market value.

Artimovich motioned, seconded by Kleinman, to sign the LUCT and warrant for 32 Shannon Way. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion passed.

Clement presented the board with an abatement request for the trailer that was located at 129 Route 27 on property owned by NE Dragway. She explained the fire department did a controlled burn of the trailer on the property after 4/1/2024. Bedard asked if the property card has been updated. Clement responded it has been in the tax system, but not on the online property card yet.

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Artimovich motioned, seconded by Morgan, to sign the abatement for 129 Route 125. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion passed.

Clement presented the board with a large event permit for 250 South Road at the horse rescue farm. It is an Open House event on June 1 from 8am – 4pm. Jones asked if they needed police detail. Artimovich responded that part of the signing off process is deciding if they need to have that or not.

Artimovich motioned, seconded by Bedard, to sign the large event permit for 250 South Road. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion passed.

Clement presented the board with the July 1 Tax Warrant in the amount of \$8,844,578.

Artimovich motioned, seconded by Kleinman, to sign the Tax Warrant in the amount of \$8,844,578. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion passed.

Clement explained that the board had previously approved to expend up to \$50,000 of ARPA funds for the construction of the new highway shed. The project required use of only \$18,469.16 to bring that project to a close. Clement went on to explain that when the capital reserve fund amount was looked at for the purchase of the highway vehicle, the incorrect column was looked at. She explained there are 2 columns – fund balance and the ending market value balance. Clement explained the ending market value balance is about \$11,000 more than the fund balance. The difference is that if you are not actually closing the account, you cannot use the ending market balance amount. Clement explained that leaves Wayne Robinson, road agent, short \$14,922.05 for the purchase of his truck. She requested the board to reallocate the unused ARPA funds to cover the cost of the highway truck.

Bedard asked if the available ARPA funds of \$131,000 included this amount. Clement responded it included the original \$50,000 noting that the \$131,000 balance will be slightly higher. Bedard responded that she would prefer it to come out of Robinson's budget. Clement responded that she does not want to take it from Robinson's budget without having a conversation with him. Artimovich asked how much is in the snow budget. Clement will add Robinson to the next meeting's agenda. Bedard requested Clement send her an updated expenditure report.

Clement shared a request for a waiver of BRC rental fee. She explained Curt Rousseau from Prescott Road is hosting a 90th birthday party for his mother, Linda Rousseau, on June 1 at the Rec Center. Clement explained he is requesting a waiver in the rental fee.

Bedard motioned, seconded by Bedard, to waive the BRC rental fee. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion passed.

Clement explained that on 8/1/2018, the Selectboard voted to accept credit cards and prepayments. She requested the board vote again with the added language until rescinded, per the DRA's request.

Bedard motioned, seconded by Artimovich, to allow the Town of Brentwood to accept credit card payments and prepayments until formally rescinded. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion passed.

Artimovich had no committee updates. He did offer a shout out to the Communications Committee for further work on the audio in the Cross Room. He also thanked Bedard and Rob Wofchuck for their assistance on getting the correct link to monitor the solar panels on to the website. Artimovich added he received some quotes from Josh Bertoulin for an additional camera, 2 more microphones and streaming products. He requested that those items be added to the agenda for the next meeting.

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Morgan shared that the School Board voted to go with Barrington Power for their solar project.

Morgan shared that the rec commission has a meeting on Thursday at 6:30pm. The plan is to discuss Olsen field and the next steps.

Jones asked Morgan to address the public comments about the clearing of some of the trees. Morgan responded that he does not have a prepared response for that. He offered to put something in writing explaining how it involves rec and potential preparations for the feasibility study for the municipal complex.

Kleinman shared there is a Conservation Commission meeting tomorrow.

Bedard stated there is a Municipal Building Committee meeting next week.

Bedard shared Communications Committee is meeting this Thursday. She explained they are looking for some direction on how the transfer control of the website from the committee to each department or responsible employees will work. She noted there is a need for better internet.

Clement responded that she is looking into some options with Fidium. She added that Comcast will cost more. Clement also shared that FirstLight sent a notice that the phone coverage at the grange, highway, and rec center will be increasing from \$30 per month to \$125 per month per line starting June 1. Clement added she is pricing out phone and internet options.

Jones shared that she and Clement attended a meeting with the Exeter Town Manager, a Selectboard member and few other folks about the Pickpocket Dam. She added she learned that on Thursday there will be an Exeter River Advisory meeting at 3pm where they will be reviewing the final feasibility study. Jones explained that she was told there were not significant changes to the content. Also, she added that Exeter reiterated that the Selectboard has not made a definitive decision on the removal of the dam. Jones added that decision will likely not be made until sometime in July after they learn if the grant was accepted or not.

Jones shared that at the last meeting at the BRC there was discussion about the Wilder property on Route 125. There was discussion that the case would be heard in May. It has been continued to June 14 at 10am, according to Jones. It will be held at the Hillsborough County Courthouse in Manchester.

Jones shared there was a letter sent to DOT about the South Road intersection. She explained the letter outlined the town's desire to add turn lanes, widening the shoulder, removing the passing zone, and the efficacy study of potentially adding a roundabout in the future.

Jones asked about the final version of the MOA with Kingston Rec. Clement stated she believes Andy Gray, Recreation Director, has made all the requested changes, but noted there was not a vote that was taken. Jones requested it be discussed at the next meeting.

Jones stated Jim Hajjar was on the agenda a month or 2 ago to discuss the next steps with the Brentwood Newsletter. She would like to do another reach out to see if he can attend the next meeting.

Morgan asked if Clement could send the charette document to him via email. Bedard asked if it would be helpful for that document to be added to the rec page of the website. Morgan was agreeable to that.

At 9:46pm, Artimovich motioned, seconded by Kleinman, to adjourn the meeting. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion passed.

Selectboard Minutes
 May 7, 2024

Respectfully submitted,

Tamera Peek

WEEKLY TREASURER'S REPORT				
DATE:			5/7/2024	
General Fund:		TD BANK		
Previous Balance:		2,664,477.88		
Deposits:		138,856.52		
Payroll:		36,610.49	DDP: \$326,530.76	
			CHK: \$79.73	
FICA:		8679.00		
A/P:		245,447.97	Reg A/P Cks \$13,247.97	NHRS \$
			Swasey \$232,200.00	CO-OP: \$
Transfer to Impact Fees				
Admin CC Paid				
Transferto Rec CC				
Account Balance:		2,512,596.94		
Interest Earned YTD:		65,509.79		
<hr/>				
Joyce A. Gallant, Treasurer				