



**TOWN OF BRENTWOOD
SELECTBOARD
TOWN OFFICES: 1 DALTON ROAD
AGENDA FOR 05/07/2024 @ 6:00 PM**

- I. Convene
- II. Review and sign payroll and accounts payable register
- III. Review and approve the Consent Agenda: Subject to Change
 - a. Public Minutes 04/16/2024
 - b. Recreation Manifest
 - c. Treasurer's Report
 - d. Building Permits
- IV. Public Comment
- V. Discussion/Action Items
 - a. Chief Ventura: Promotional Swearing In – James Saltzman
 - b. Lt. Doty: Cruiser Request
 - c. Janice Wiers, Library Director: CRF Request for decking
 - d. Committee Appointment process
 - e. Rick Labreque, E&E: Appointments
 - f. Rebecca Dunham, Conservation: Subcommittee Creation
 - g. Joe Bird, Fire Chief: Earned Time
 - h. Daphne Woss, Tax Collector: Tax Deeds
- VI. Regular Business
 - a. Committee Updates
- VII. Any other matter that may legally come before the Board
- VIII. Non-Public Session:
May be called at any time in accordance with Chapter 91A:3II, a, b, c, d, e, i
- IX. Adjourn



[Redacted]		
23	04/10/2024	

Title: Brentwood Library Front Entry Steps and Ramp

[Redacted]

Brentwood, NH Library
Janice Wiers
22 Dalton Road
Brentwood, NH 03833

[Redacted]

22 Dalton Road
Brentwood, NH 03833

The idea for this job is to salvage the structures frame and skirting with the likeliness of only having to do some minor framework repairs. As soon as we know the structural integrity is sound we can execute our job.

Any and all major concerns will be brought to the attention of those necessary and a change order will be put into place dependent on the extent and time of the repair.

Blue Collar Workhorse LLC will begin the project by power washing the existing PVC trim as well as the lattice skirting under the deck and ramp structure. Once the structure dries out, the selective demolition will begin.

The existing railings will be carefully removed and put to the side with the anticipation of reinstallation when the time comes. Once the railings are removed, the existing 6x6 post wrap will be broken down and demolished from each post. The existing decking will also be demoed and removed. As soon as the selective demolition is complete we can begin rehabbing and rebuilding the structure.

The new decking surface will be a grey Trex composite decking. Each 6x6 post will be wrapped in a 6x6 royal white column wrap with both a skirt at the bottom and a cap at the top. The old railing system will be wiped down and cleaned thoroughly before being reinstalled.

NOTE:

All job related materials will be hauled off site and disposed of daily.

We can also price out a new railing system if needed.



Town of Brentwood | Town Administrator's Office
1 Dalton Road, Brentwood, NH 03833

STATEMENT OF INTEREST

Membership Application for
Boards, Commissions and Subcommittees

Selection: Energy Committee

Select one: New Re-Appointment Select one: Voting Member Alternate Advisory

Name: Jason Federspiel

Address: [REDACTED]

Email: [REDACTED] Phone: [REDACTED]

Statement of Interest including experience, background, qualifications, etc. (may attach additional pages).

I am very much interested in joining the Brentwood Energy Committee. I have been in the renewable energy industry since 1999. I owned a solar distribution company for 10 years. I was on the board of the North East Sustainable Energy Association for 5 years and was chairman of the board for 2 years. I feel given my experience in the solar industry and my past board experience, I would be able to contribute to the committee and help the town I live in.

I understand that:

- This application will be presented to the Brentwood Select Board only for the position specified above and not for subsequent vacancies on the same committee.
- This application will be available for public inspection (personally identifying information such as home address will be redacted).

After submitting this application for appointment to the Town Administrator:

- The application will be reviewed by the Select Board and the intended board, commission or subcommittee.
- The Select Board will vote on your potential appointment at a subsequent meeting.
- If appointed, you will be notified by the Town Administrator and will be required to complete any necessary paperwork prior to the start of your service on the board, commission or subcommittee.

My signature below indicates that I have received a copy of New Hampshire's Right to Know Law, RSA Chapter 91-A, and the Town's Conflict of Interest Policy as adopted under RSA 31:39-a, and that I have read and understand the rules and regulations.

Signature: [Handwritten Signature] Date: 4/1/2024

To be completed by Select Board upon appointment:

Date Appointed: _____ Term Ending: _____ Voting Member Alternate Advisory

Signed: _____

3/30/24; edited 4/9/24 RBD

DRAFT:

TITLE/NAME:

Open Space Conservation Sub-Committee or Open Space Work Group

The Open Space Conservation Sub-Committee, or Work Group, is being formed to advise the Conservation Commission on the best and most prudent ways to preserve open space and the rural nature of Brentwood. In light of the \$3 million conservation bond, approved at town meeting in March 2022, it is a way to extend the reach of the Commission, educate and work with landowners interested in preserving their properties through conservation easements, and maximize the value of the bond.

Meetings involving priority properties, discussions with interested landowners, and/or the purchase price of a property will be held in non-public sessions (RSA 91-A: 3). Using a ranked priority property list as a guide, the Sub-Committee will reach out to landowners who are, or who may be, considering transferring their development rights as part of a conservation easement. They may also work with landowners wishing to sell or donate their land in-order to permanently protect it.

In its role as an advisory sub-committee, it will provide information to landowners about the various easement options, including the Town and land trusts, that serve Brentwood. It will also help identify potential grant opportunities to expand the financial value of the conservation bond issue. Easement or acquisition recommendations by the sub-committee will be presented to the Conservation Commission; only Conservation Commission members may vote on the recommendations.

During this process, consultants may be hired as needed to assist with an easement development; all expenses must first be approved by the Conservation Commission.

Membership: ideally, 5 – 7 members. Membership will include Conservation Commission members, alternates, and volunteers; other individuals may be enlisted to assist with a specific parcel or negotiation.

Source: Barbara Richter, Executive Director, New Hampshire Association of Conservation Commissions

RE: Creation of conservation sub-committees, working groups, or project teams.

Examples of Conservation sub-committees or working groups: Land Protection, Energy, Trails, Wetlands Permits, Outings, Natural Resource Inventory, Education and Research.

Per NHACC:

Conservation commission subcommittees are allowed under RSA 36-A:2, and are a great way to supplement the work of a busy commission. It's also a great way to involve people who have a specific conservation interest.

RSA 36-A:2 specifies that a conservation commission may appoint subcommittees. The open space committee is a great way to work with the community beyond the appointed members of the commission, but keep in mind that the open space committee must follow RSA 36-A:2. Open space members may contribute as advisory members to the commission, but they are not voting members and they do not have access to the conservation fund without the conservation commission approval.

RSA 91-A:1-a defines "public proceedings" as "*... the transaction of any functions affecting any or all citizens of the state by ... [a]ny board, commission, agency or authority, of any county, town, municipal corporation, school district, or other political subdivision, or any committee, subcommittee or subordinate body thereof, or advisory committee thereto.*" All meetings of a conservation commission, its committees, sub-committees, and advisory bodies must be open to the public with a few specific exceptions described in RSA 91-A:3. Commission votes must be taken in open meeting; secret ballots are not allowed.

Per NHACC:

Nonpublic sessions

When conservation commissions discuss purchase or acquisition of property they can enter into nonpublic sessions. Specific exceptions to requirements for public meetings allowed by RSA 91-A:3 are nonpublic sessions to consider 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."

Discussing the purchase price of a property should be held in nonpublic sessions.