

Selectboard Minutes
June 4, 2024

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

At 6:00pm, Jones called the meeting to order.

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

The Board signed the payroll and accounts payable summary register.

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

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

- Ed Moran, 49 Eleanors Way, Minor Project
- Richard & Alison Higgins, 31 Eleanors Way, Plan Examination
- The Trinity Revocable Trust, 14 Lyford Lane, Swimming Pool
- Dylan Lee & Ji Yi Park, 26 Lyford Lane, Minor Project
- AnnaMarie & Patrick Hussey, 26 Peabody Drive, Swimming Pool
- River Run Development, 5 Edgewater Drive, Plumbing
- T & M Wanyo Family Rev Trust, 20 Three Ponds Drive, Plumbing
- 3-Ponds, LLC, 90 Three Ponds Drive, Plumbing
- Shane & Lauren Townsend, 31 Route 107, Plan Examination
- Langdon Construction, LLC, 8 Stone Creek Dr, Plan Examination

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

At 6:05pm, Jones opened the meeting up to public comment.

Liz Faria, South Road, stated “I watched intently the last Selectboard meeting where Jon Morgan tried again to vote down the funding of the Brentwood Newsletter, he stated that he represented all of Brentwood, I looked at the voting in March, and in fact Jon, you represent just over 17% of the voters in Brentwood.” Jones responded that as elected officials they represent every single person in Brentwood.

Jones closed public comment at 6:07pm.

Kip Kaiser, Building Inspector/Code Enforcement was present to discuss implementing a business registration. Kaiser explained he has spoken with Fire, Police and Highway, these departments are in favor of the business registration and believe it could be beneficial for everyone. Kaiser states a business registration is required by the State Code that has been adopted by Brentwood. This registration would be added to the Town Website and permitting site, there will be no cost at this time. Kaiser stated it could become part of Brentwood’s zoning ordinance and the Site Plan Review process. There is currently no official list of businesses in Brentwood, the Economic Development Committee has an unofficial list, providing

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the registration is voluntary, they would be willing to collaborate. Clement stated that including this in the Site Plan Review Process would give the Town enforcement action going forward. Everyone agreed they would like the Planning Board to support the Business Registration. Jones asked if the Board would like to get Planning Board input or if they would like to move forward with the process to adopt the document and begin the voluntary use of it by doing a mailing and promoting the registration on the website and other available outlets. Bedard suggested minor changes to the document. Bedard asked if this registration could be used by people with home occupations/hobbies who may have hazardous materials on site, Kaiser stated they would.

Kleinman motioned, seconded by Artimovich, to move forward with the Business Registration contingent on the suggestions by Bedard. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion passed.

Becky Dunham, Conservation Commission Chair, was present to discuss the bond for the conservation process. Dunham explained that the Conservation Commission met earlier this evening, and voted unanimously (6-0) in favor of making a recommendation to the Selectboard “to seek bonds or notes in compliance with the provisions of the Municipal Finance Act pursuant to Article I of the 2022 Town Warrant regarding the acquisition of a conservation easement on an approximately 28 acre portion of land situated on the Eastern side of Pickpocket Road so called located in the Town of Brentwood, County of Rockingham, State of New Hampshire being a portion of the property described in the deed recorded in book 5940, page 1003 of the Rockingham County Registry of Deeds, currently owned by the Norma Fuller Irrevocable Trust, shown on the Town of Brentwood Tax Maps as Map 213 Lot 1. The Easement will be held by SELT with the Town holding an executory interest in the amount of \$250,000”. Jones asked Clement for an update from the Bond Bank, Clement stated that the Town has been preliminarily approved, documents must be submitted by June 14th. Clement stated she needs a certificate of vote regarding the authorization of bonds and the loan agreement in order to move forward. Clement explained the certificate of vote is to certify that there are no vacancies on the board, that all members of the board were duly notified of the time, place and purpose of the meeting, one of the purposes is to authorize the bonds and approval of the loan agreement between the NH Bond Bank and the Town. The bond is being issued for \$250,000, the interest rate is to be set no higher than 3.75%, this will be a 15-year bond, we have requested level funded principal, the bond payment schedule will be a \$20,000 principal payment for 5 years, and a \$15,000 principal payment for the remaining 10 years, plus the interest.

Morgan asked if this land has frontage on Pickpocket and if it is generally developable. Dunham stated that this parcel has frontage on Pickpocket and Middle Road and abuts conservation land in Brentwood as well as Exeter. Jones stated that the general consensus was that if not conserved this land could be developed, Dunham agreed.

Kleinman motioned, seconded by Bedard to sign the loan agreement with NH Municipal Bond Bank. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion passed.

Dunham requested copies of the signed documents.

The Board discussed the Recreation van MOA, Andy Gray, Rec Director has made the amendments previously requested by the Board. The Board was satisfied with the changes. Bedard motioned, seconded by Kleinman to approve this document. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion passed.

Clement stated that she spoke with the Town’s Eversource Rep and obtained an agreement to allow the Town to hang graduation banners. Eversource does not allow for permanent brackets due to licensing and cost requirements, Clement has sent the agreement to Counsel for review.

Jones updated the Board regarding the Pickpocket Dam, she and Clement met with a member of the Exeter Selectboard on Monday. Exeter did not receive the NOAA grant to remove the dam. The River Advisory Counsel in Exeter did make a formal vote in favor of removing the dam no matter where the funds come from and it is likely that the Selectboard will have

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a similar vote at an upcoming meeting. This process will play out into the next year and the next budget season. Exeter has volunteered to keep Brentwood updated and informed.

Clement gave an update on the South Road/Route 125 intersection. NHDOT has received the Town's letter in support of the intermediate turn concept which included removal of the existing rumble strips, repaving with a structural treatment, reallocating pavement widths via pavement striping to make a designated two-way left turn lane and adding an additional shoulder for a designated right turn lane at Heav'nly and the County Courthouse. Part of the letter from the Town requested that DOT reallocate funds for projects on North Road, DOT has stated that is not feasible. DOT has stated that they will be able to complete a portion of this project this year, they will not be able to complete the designated right turn lanes this year. The cost of the right turn lanes is approximately \$300,000, DOT will create a new project to allow for this to be completed in the 2025 paving season. Clement has asked for a time frame of when work will begin, how long they anticipate this project to take, and requested the work be done overnight if possible.

The Board signed the earned time policy that was approved on May 21st.

Clement had an abatement for the County, 119 North Road, they own one parcel and for some reason when a merge from the assessing program to the tax program occurs sometimes their parking lot moves from non-taxable to taxable, the abatement is to rectify that.

Kleinman motioned, seconded by Bedard to sign the abatement for 119 North Road. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion passed.

Northern New England Telephone filed for an abatement in February, they are a utility, the Town's utility appraiser is recommending that due to the pending litigation and insufficient information provided in their application that the Board deny the abatement, once the trial court process works through, they will reevaluate.

Bedard motioned, seconded by Artimovich to deny the abatement of Northern New England Telephone. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion passed.

The Selectboard Office is in receipt of 2 draft applications for the Rockingham Planning Commission's 10-year plan, one for the Route 125/South Road Roundabout project, the other for the Community Connectivity Project. The deadline for submission is tomorrow, there is no Board signature required.

Morgan motioned, seconded by Bedard to approve submitting 2 applications to the RPC's 10-year plan. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion passed.

The Board thanked Stefanie Kizza and the Planning Board for their assistance in this process.

Artimovich has no committee updates, but thanks the Communications Committee for all of their hard work.

Morgan thanked the Communications Committee as well. Morgan states the Economic Development Committee is working to schedule another Business Breakfast. Morgan is also working with his committees to get some quotes to see if it is feasible to move forward with Pickle Ball courts at the Rec Center.

Kleinman had no committee updates. Stated he attended Linda Rousseau's party this weekend, it was a wonderful event.

Bedard stated that the Communications Committee is ready to move forward with training Committee Heads and Town Officials to use the website so that they can take a step back.

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Jones thanked Joyce Keegal for organizing the Memorial Day Ceremony. Jones echoed thanks to the Communications Committee. Jones stated that the Board should review the new Committee guidelines to be implemented and if approved by the Selectboard there could be a joint training on AV, 91-A and Committee guidelines.

There is a Bud Comm site walk at the Fire Station Monday the 17th at 6pm, it is open to the public.

The Municipal Building Committee is having a public information session with Chief Ventura, Monday, June 10th at 6pm, The Municipal Building Committee meeting will be June 18th at 1:30pm.

At 6:49pm, Bedard motioned, seconded by Kleinman, to adjourn the meeting. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion passed.

Respectfully submitted,

Jillian Benedix