

Selectboard Minutes
August 20, 2024

Present: Jenn Jones, chair
Andy Artimovich
Jon Morgan
Paul Kleinman
Letty Bedard

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

The Board signed the payroll and accounts payable summary register.

Artimovich motioned, seconded by Morgan, to accept the consent agenda which consisted of public minutes from August 6th, the non-public minutes of August 6th, the treasurer's report (found at the end of these minutes), and the following building permits:

- John Buckle & Heather Woods, 51 Dudley Rd, Plan Examination
- John Buckle & Heather Woods, 51 Dudley Rd, Electrical
- Michael & Deanna Campbell, 328 South Rd, Solar
- Kimberly & William Croke, 83 Three Ponds Dr, Plan Examination
- River Run Development, LLC, 10 Edgewater Dr, Plumbing

There was no Rec manifest this evening. All were in favor. Motion passed.

At 6:02pm, Jones opened the meeting up to public comment. Seeing none, Jones closed public comment at 6:03pm.

Rick Labreque, Energy and Efficiency Advisory Committee (E&E), Chair, is seeking approval to execute the Operation & Maintenance Agreement (O&M) and the Renewable Energy Certificate Management (REC) for the Fire Station PV array. Labreque explained that the O&M agreement is with ReVision Energy who built and owned the system prior to the Town purchasing it. Labreque states E&E supports going with the premium or premier service which includes a major inspection every 3 years and a minor inspection in the 2 intervening years. The contract would also provide for 24-hour monitoring and dispatching troubleshooters. ReVision is familiar with the equipment and the warranties. There is an annual fee. Labreque stated that the REC agreement is fairly simple, the Fire Station array should generate approximately \$5,000 per year in renewable energy certificates, there is a minimal amount of administrative oversight required for which ReVision would take 7-8% of the value. Labreque states the administrative duties would likely require 5-10 hours of work per year, but he and the E&E feel strongly it would behoove the town to have ReVision manage the RECs. Jones asked if the agreements had been reviewed and voted on by E&E, Labreque stated that they had not. Jones asked about the variable pricing, years 1 and 4 are \$2,200-\$2,300 and other years are \$1,500-\$1,600, Labreque stated it has to do with the inspection schedule. Morgan asked about the 24-hour monitoring by ReVision, and if anyone in town would be notified by email or a push notification. There was some discussion regarding viewing usage on the Town website and through an app, neither of which notifies a Town employee if there is a problem with the system. Labreque stated he will speak to ReVision regarding this, and believes it is a service they can offer. The Board reviewed where the money from the RECs would be allocated; a revolving fund was created by Town Meeting vote that would designate the funds to pay for the O&M premium service and those monies would be used first for repairs. Kleinman asked about the cost to benefit of the O&M, Labreque stated it is about 10%. Artimovich asked if E&E had inquired with anyone other than ReVision, Labreque stated they had reached out to Ameresco, they were not interested in something so small. There were no significant concerns. Clement stated that Primex has reviewed both agreements. Morgan motioned to sign the O&M agreement and the REC agreement, seconded by Bedard, all in favor, motion carried.

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Labreque updated the Board on Community Power, the rates are currently higher than Eversource, Brentwood will not move forward at this time. Labreque stated that Community Power may reopen bidding in the fall.

Jim Hajjar was present for the Cemetery Trustees, to discuss the rubbing of gravestones. This activity is prohibited in the State of New Hampshire without the “written permission of the town selectmen or the mayor of a city or designee,” per RSA 289:22. The Cemetery Trustees would like to make Joyce Keegal, Superintendent of Cemeteries and President of New Hampshire Old Graveyard Association, the designee. The Board agreed that Keegal should be the designee and that they would reassess when Keegal is no longer the Superintendent of Cemeteries. Kleinman motioned, seconded by Artimovich to make Joyce Keegal, Superintendent of Cemeteries, the designee until she no longer holds that position, all in favor, motion carries.

The Board discussed the candidates for Cemetery Trustee alternate, Skip Belanger and Caleb Labbe. The Cemetery Trustees voted on May 9th to support Belanger and Labbe as alternates. Artimovich motioned to appoint Belanger and Labbe as alternates to the Cemetery Trustees for a term that will expire June 30, 2025, seconded by Bedard, all in favor, motion carried.

The Board discussed the openings on the Energy & Efficiency Advisory Committee, they are in need of 1 full member and 1 alternate. The E&E Committee is in support of the Selectboard appointing Patrick Marcoux as a full member and Connor Floyd as an alternate. Kleinman motioned to appoint Marcoux as a full member and Floyd as an alternate, with terms ending June 30, 2025, Artimovich seconds, all in favor, motion carries.

The Board discussed the 3 candidates for the Regional Associations Committee. Laura Hajjar is seeking reappointment as a full member, Karen Veinotte is looking to become a full voting member and Dawn Hanik is looking to become an alternate. Becky Dunham, Regional Association’s Committee Chair, stated the committee is in support of the 3 candidates being appointed to the open positions. Dunham stated that the alternate’s term would be for 1 year, the full member terms are 3 years. Artimovich motioned to appoint Hajjar and Veinotte as full members with 3-year terms, and Hanik as an alternate with a term ending June 30, 2025, Kleinman seconded, all in favor, motion carries.

Dunham thanked Stefanie Lewendon for updating the application form and putting it on the website.

Dexter Swasey, Brentwood Historical Society, was present to discuss building improvements at the Grange. Swasey stated that after a service call the security company determined that the security system is 38 years old and is in need of an upgrade. It was recommended that the control panel and motion detectors be upgraded with 2 additional motion detectors added. The estimate provided was \$1800. Morgan asked if any other estimates were received, stating that “seems space level exorbitant”. Jones asked if there was a monthly fee as well, Clement responded that the Town pays a quarterly support fee. The Board will look into more affordable security options.

Wayne Robinson, Road Agent, was present to discuss road salt and sand contracts. Robinson has 2 quotes; Eastern Materials is \$69.90/ton and Morton Salt is \$69/ton. Robinson recommends staying with Morton Salt, there is no price increase from last year. Robinson states he will order the same amount of salt as last year, 2,250 tons for a total of \$155,250. Robinson has a quote for sand from Chris Beebe, \$24.75/ yard, up from \$23.95/yard last year. Robinson states he will be ordering approximately 500 yards. Artimovich asked if there were any other sand bids, Robinson stated there was not. Kleinman motioned to sign the Mortan contract for 2,250 tons of salt and the Beebe contract for 500 yards of sand, seconded by Artimovich, all in favor, motion carries.

Robinson asked about selling a dump truck that the highway department no longer uses. The truck is a 2001 and has not been used in the last 3 years. Artimovich motions, seconded by Morgan to approve the sale of the 2001 International dump truck, all in favor, motion carries.

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The Board discussed ARPA funds and how the remaining amount should be spent. Jones reminded everyone that the Board had previously allocated approximately \$10,000 to the Town Clerk/Tax Collector's Office for the new voting machine. Jones reviewed the requests the Board will be hearing this evening, PFA free fire gear for approximately \$48,000 for the Fire Department; amphitheater overage of approximately \$10,400 from the library; pickleball/tennis courts, approximately \$53,000 for the Rec Department; septic and toilets for the grange at approximately \$32-35,000; the Rec road overage of approximately \$12,000 that was temporarily paid with monies from the highway budget and the mold remediation at the Police Department that was temporarily paid with Capital Reserve funds. The mold remediation request is for \$50-75,000, this will likely go up. Clement stated that after purchasing the voting machine there will be \$131,306.29 of ARPA funds remaining, the cost the ARPA requests this evening total over \$200,000.

Morgan discussed the request from the rec department to use ARPA funds to fund half of the tennis/pickleball project, the remaining funds would come from impact fees. Morgan stated that there is no other funding source available for this project. The Board was provided with a spreadsheet demonstrating the investment and the income generated, Morgan stated that numbers are based off of conversations had with the towns of Kingston and North Hampton. Morgan stated that within 10 years the courts will pay for themselves.

The Board discussed how to prioritize the ARPA requests and other funding sources. The Board was in agreement that the mold remediation needs to be a priority with or without ARPA funds. Jones asked Clement if she would be amenable to dropping the ARPA request for the mold remediation from \$75,000 to \$50,000 knowing that monies from Capital Reserve may need to be used to cover the remainder. Clement agreed. The Board expressed general support for the mold remediation, the library, the Rec and the fire gear. Bedard stated that she considered alternate funding when prioritizing projects and supports the rec, the grange and mold remediation.

Artimovich would like to table the discussion and review the current budget standings. Morgan asked if the Board would consider allowing the Rec to move forward on the pickleball courts, without the fencing, the request would be for approximately \$26,075, Morgan added that 4 Board members voiced support for the project. Bedard suggests paying for the courts out of impact fees. Board members are concerned the courts could be unusable if the Board does not agree to fund the remainder of the project. Morgan stated the courts would be usable but not maximizable.

Bedard asked if there were multiple quotes for the fencing, Morgan stated the rec requested multiple quotes for the courts but only received one response. Morgan stated it is his understanding that only one quote for fencing was requested, that was from Brentwood Fence.

Kleinman stated that he would feel more comfortable if the pickle ball courts went before the voters. Artimovich stated he would feel more comfortable waiting until the "more important things" are funded.

Morgan motioned to approve funding Pickle Ball courts for approximately \$53,000 from ARPA, \$53,000 from Impact fees, seconded by Jones. Morgan – aye; Jones – aye; Artimovich – nay; Bedard – nay; Kleinman – nay; motion failed. The board will continue this discussion at their next meeting in two weeks.

Clement stated that she has already received approval to spend up to \$50,000 on mold remediation, she asked if it starts to go beyond the \$50,000 if she has permission to move forward. Jones motioned to approve spending over \$50,000 on mold remediation if needed, seconded by Artimovich, all in favor, motion carried. Bedard asked if anything was going to be done in the room upstairs that tested positive for mold. Clement stated it was a different type of mold and the biggest concern is currently downstairs in the Police Department. Clement stated that an air test will be done when the work is completed, and they will reassess at that time.

Morgan stated that he is interviewing a grant writer tomorrow. Jones asked how a grant writer would impact the budget,

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Morgan replied that the money was put in the Economic Development budget.

Clement has a land use change tax bill for 3 lots on South Road. The lots were put into current use in 1992, they were disqualified from current use in 2004. A release was never signed and recorded at the registry. Clement stated because the change occurred 20 years ago the Town cannot exercise the land use change tax fee. Artimovich motions to sign the land use change tax bill, seconded by Bedard, all in favor, motion carried.

Clement provided the Board with the final timber tax warrant for \$894. Artimovich motions to certify the timber tax warrant, seconded by Morgan, all in favor, motion carried.

Clement provided the Board with a license change for Sullivan Tire, previously Stratham Tire. Artimovich motioned to sign the license change, seconded by Bedard, all in favor, motion carried.

Clement provided the Board with a 3-year employment contract for Joseph Giroux, the newest full-time police officer, the contract begins in April 2025 after Giroux has completed the Academy. Artimovich motions to sign the contract, seconded by Morgan, all in favor, motion carried.

Clement provided the board with appointment slips for David Menter and Valerie Rogers who were both reappointed to the rec commission. The Board signed the appointment slips.

Clement provided the board with appointment slips for inspectors of election, Matt Lipinski, Regan Elliot, Julie Velevis, and James Seavey. Artimovich motions to sign the appointment slips, seconded by Kleinman, all in favor, motion carried.

Clement stated that Hartman Oil was purchased by Haffner's and is offering a locked-in rate of \$3.05/gallon, the same as last year's contract. Clement stated that propane is through Suburban, they are offering a level funded lock-in rate as well, increasing the gallons to 12,000 based off of last year's usage, at a rate of \$1.83/gallon. Morgan motions to lock in oil at \$3.05/gallon and propane at \$1.83/ gallon, seconded by Kleinman, all in favor, motion carried. Clement will sign the contracts as they come in.

Artimovich updated the Board about the library, they are using the amphitheater, and looking ahead toward budget season and usage is high. Artimovich asked Robinson if he could look at removing a tree from the library property, Robinson said he would.

Morgan stated that the Economic Development breakfast with Chase Hagaman was a success.

Kleinman updated the Board on Conservation Commission, stated that they had a couple of great presentations recently. Kleinman also states that a letter regarding the fencing at Split Rock went in the mail today.

Bedard updated the Board on the Planning Board, they are currently hearing the application for MTI Polyexe expansions. Bedard also stated the town of Epping is looking to put in a new dump. Bedard stated that the Planning Board will be bringing the Green Salt initiative to the Selectboard soon.

The Municipal Complex Committee is working on a floor plan for the new building. The next public question and answer session is the 16th at 6pm and the next meeting is the 24th at 1:30.

Bedard asked about upgrading the network speed in the Town Office, Clement will touch base with Block 5.

Bedard asked for bottom line budget numbers.

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Bedard stated that each board/committee is responsible for updating their webpage/information. There are still some boards/committees that need to be shown how to use the website, a training time and date will be set.

At 8:01pm, Morgan motioned, seconded by Artimovich, to enter nonpublic for personnel and hiring. Artimovich – aye; Morgan – aye; Kleinman – aye; Bedard – aye; Jones – aye. Motion passed.

At 9:23, Bedard motioned to come out of non-public and seal the minutes, seconded by Artimovich. All were in favor. Artimovich then motioned to adjourn, seconded by Bedard and all were in favor.

Respectfully submitted,

Jillian Benedix