

Selectboard Minutes  
February 18, 2025

Present: Jenn Jones, Chair  
Andy Artimovich  
Jon Morgan  
Paul Kleinmann  
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 Kleinman, to accept the consent agenda which consisted of public minutes from February 11<sup>th</sup>, non-public minutes from February 11<sup>th</sup>, which are sealed, and the following building permits:

- River Run Development, LLC, 11 Taylor Circle, Plumbing
- River Run Development, LLC, 6 Taylor Circle, Plumbing
- Thomas Rand & Nancy Connor, 24 Scrabble Road, Electrical
- Rick & Gail Desjardins, 96 Three Ponds Drive, Plumbing
- Kevin B King Rev Trust, 55 Middle Road, Electrical
- Kristen Wilkinson & Bradley Tumbleston, 2 Tanya Lane, Electrical

All were in favor. Motion carried.

At 6:03pm, Jones opened the meeting up to public comment.

Seeing none, Jones closed public comment at 6:04pm.

The Board was discussing with Road Agent Robinson the purchase/rental of a used John Deere front-end loader, during the discussion Robinson received a call stating that the machine had been sold. The front-end loader decision/discussion will be tabled until a new offer from John Deere is received.

The treasurer, Ambrose Kizza, provided the Board with an update on the status of the Town's bonds. Kizza advised the board that the excess funds from the Fuller Bond can be used toward a principal or interest payment.

The Board signed the Warrants, the first is to notify the residents of Brentwood to meet at the Swasey Central School in Brentwood on Tuesday March 11<sup>th</sup> at 7am to choose all necessary Town officers for the year ensuing; the second Warrant has been reviewed and approved by the Budget Committee and the Selectboard and contains 11 warrant articles, 9 standard and 2 citizen petitions. Artimovich motioned for the Board to sign the Warrants, seconded by Morgan. All were in favor, motion carried.

Jones commented that the Board had moved the funding for the Brentwood Newsletter into the general government budget. The editor of the Brentwood Newsletter did decide to put forward a warrant that includes a dollar amount. This was reviewed by the DRA and should be considered an appropriation; this will result in doubly appropriating these funds. The Board will follow up with the BNL editor to see if they are willing to amend and remove the dollar amount from the warrant.

Childcare will be available during Town Meeting until noon, there is space for 15-20 kids aged 5 and up.

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The citizen's petition for the tax cap requires a public hearing, this will be held at the next Selectboard meeting, February 25<sup>th</sup>. That vote will stay open for 1 hour during Town Meeting.

There was a short discussion regarding attendance and the location of Town Meeting.

Town Administrator, Hansen discussed with the Board moving forward with the software upgrade for assessing, tax, and building. The assessing portion has a one-time cost of \$16,400, the assessing kiosk (community interface) has an annual cost of \$2,302. The building permits upgrade is a one-time cost of \$7,250 with a yearly software support cost of \$1,579. The tax software has a one-time configuration fee of \$1,500, a monthly \$50 fee for online payment capability and an annual \$500 software cost for downloadable PDF invoice paperless notification, the conversion of the legacy tax data is a one-time conversion fee of \$12,900 and a yearly cost of \$3,512. Artimovich motioned to approve Hansen expending \$45,943 to purchase the assessing, building and tax software through Avitar, seconded by Morgan. All in favor, motion passed.

Hansen stated that she has reached out to MTS regarding a software upgrade for payroll and accounts payable, this will likely happen in the fall.

Bedard stated that the Town Report has been sent to the printer, an online version will be available on the Town's website. Some information is missing as it was unavailable, there will be an addendum to provide the missing information. The Board thanked Stefanie Lewendon for volunteering her time and graphic design skills to create the 2024 Town Report.

At 6:57pm a motion was made by Artimovich, seconded by Morgan to enter nonpublic for hiring, real estate and reputation. Roll call vote: Artimovich -aye, Morgan – aye; Kleinman – aye, Bedard – aye, Jones -aye. Motion passes.

Nonpublic convened at 6:57pm.

At 8:10pm Artimovich motioned to leave nonpublic, seconded by Bedard. Roll call vote: Artimovich -aye, Morgan – aye; Kleinman – aye, Bedard – aye, Jones -aye. Motion passes and public meeting reconvened. Artimovich motioned to seal the minutes, seconded by Bedard. Roll call vote: Artimovich -aye, Morgan – aye; Kleinman – aye, Bedard – aye, Jones -aye. Motion passes.

At 8:10pm Artimovich motioned to adjourn, seconded by Bedard, all in favor. Meeting adjourned.

Respectfully submitted,

Jillian Benedix