

Selectboard Minutes
June 3, 2025

Present: Paul Kleinman, Chair
Letty Bedard
Andy Artimovich
Jon Morgan (via Teams)
Jim Michaud

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

Artimovich motioned to allow Morgan to participate remotely, seconded by Bedard. Bedard – aye; Michaud – nay; Artimovich – aye; Kleinman – aye. Motion carried 3-1.

The Board signed the payroll and accounts payable summary register.

Artimovich motioned, seconded by Michaud, to accept the consent agenda which consisted of public minutes from May 20th, the recreation manifest, and the following building permits:

- 89 Haigh Road Realty Trust, 89 Haigh Rd, Electrical
- Bradley, R & D, Family Trust, 92 Deer Hill Rd, Plan Examination
- Langdon Construction LLC, 10 Stone Creek, Plumbing
- Lejeune Ian C, Lejeune Vanessa, 86 North Rd, Pool
- Gilbert John, Gilbert Cindy, 40 Prescott Rd, Plan Examination
- Langdon Construction LLC, 10 Stone Creek Dr, Plumbing
- Matheson, Donald R, Matheson, Beatrice E, 254 Pickpocket Rd, Electrical
- Sanborn George O., Scarfogliero Linda, 59 Deer Hill Rd, Plumbing
- River Run Development, 16 Edgewater Dr, Electrical
- River Run Development, 18 Edgewater Dr, Electrical
- Gagnon Living Trust May 4 2020, 240 Middle Rd, Minor Project
- Diaz Timothy, Diaz Karen, 6 Parshley Ln, Minor Project
- Langdon Construction LLC, 10 Stone Creek Dr, Electrical
- Linda Lambert, 71 Middle Rd, Minor Project
- Linda Lambert, 71 Middle Rd, Pool
- MTI Polyexe, Inc, 50 Pine Rd, Plan Examination
- Evelyn Barry, 15 Rowell Rd, Plan Examination
- Langdon Construction, 13 Stone Creek Dr, Plumbing
- Butch & Rhonda Quimby, 13 Taylor Cir, Plan Examination
- Hutchens Family Living Trust, 67 Mohawk Ln, Minor Project
- Duncan Steven, Duncan Heather, 137 Deer Hill Rd, Minor Project
- The Moisan Family Revocable Tr, 7 Gove Rd, Plan Examination
- River Run Development, 15 Edgewater Dr, Plan Examination
- A & D Building, LLC, 1 Tanya Lane, Plan Examination
- Johns Felicia, Johns Dylan, 3 Tanya Lane, Plan Examination

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- Leighel Webb, 199 Pickpocket Rd, Plan Examination
- River Run Development, 8 Taylor Cir, Plumbing
- River Run Development, 14 Edgewater Dr, Plan Examination

There was a discussion regarding page 2, first paragraph, last line of the public minutes and whether the statement should remain, be stricken or have more detail. Bedard stated that she believes she said “it could be done” rather than “I can do.” Artimovich motioned to defer accepting the minutes until the next meeting, seconded by Morgan. Bedard – aye; Morgan – aye; Michaud – aye; Artimovich – aye; Kleinman – aye. Motion carried.

Artimovich motioned to approve the consent agenda, consisting of building permits and the recreation manifest, seconded by Michaud. Bedard – aye; Morgan – aye; Michaud – aye; Artimovich – aye; Kleinman – aye. Motion carried.

The Bond Bank note approval was discussed. Rebecca Dunham, Conservation Chair, thanked town administrator, Andria Hansen for her work on this project. Kleinman noted a date error and that exhibit B is not included in the documents provided. Signature is required by June 16th, the next selectboard meeting is June 17th. Kleinman read the resolution into the record, it can be found at the end of these minutes. Kleinman motioned to allow himself to sign the documents pending review of exhibit B and the correction of the date, seconded by Artimovich. Bedard – aye; Morgan – aye; Michaud – aye; Artimovich – aye; Kleinman – aye. Motion carried.

An update from the Municipal Building Research Committee was given. They are recommending The Turner Group to design 3 building examples for the town; a standalone, a combination police department and town office and a police department with the ability to expand. Michaud motioned to approve utilizing the Turner Group, seconded by Bedard. Bedard – aye; Morgan – aye; Michaud – aye; Artimovich – aye; Kleinman – aye. Motion carried.

There was a discussion regarding appraisals/market research for 1 Dalton Road. Hansen will follow up.

Road Agent Robinson put up no parking signs along a portion of Pine Road. Artimovich motioned to approve posting no parking signs along portions of Pine Road. Letters of support from P.R. Russell and Gentent Safety Canopies were received. After some discussion Bedard motioned to table the discussion until the next meeting when Robinson can be present. Artimovich withdrew his motion.

An update regarding the financial contractor, Greg Colby was given. The accounts have been reconciled January through March of 2024. Bedard asked how many hours had been worked. Kleinman will meet with Colby Thursday morning and update the board further.

Deputy Chief Olsen was present for the Board’s approval to move forward with obtaining a UTV through the Division of Forestry and Land. The UTV will need to be picked up in Pennsylvania and outfitted, may need a new battery and/or starter but is otherwise no cost to the town. The department has 6 months to paint and decal the machine. The state of New Hampshire will own the UTV, the town of Brentwood will be responsible of maintaining and caring for the UTV and it will return to the state when no longer needed by the town of Brentwood. A new UTV of this type would be \$28,000-\$30,000. Deputy Chief Olsen states he is hoping to fit the outfitting cost in the budget. Olsen provided the Board with copies of the agreement with the state (of New Hampshire) effective at the time of pick up. Olsen stated that the machine will be insured like all other department vehicles. Olsen will look into grants for outfitting equipment. Artimovich motioned to allow Deputy Chief Olsen to move forward with acquiring a UTV through the Division of Forestry and Land for the town of Brentwood. Bedard – aye; Morgan – aye; Michaud – aye; Artimovich – aye; Kleinman – aye. Motion carried.

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Kleinman asked Olsen for an update on per diem and overnight shifts. Deputy Chief Olsen stated that all shifts are currently filled.

Artimovich asked for an update regarding the ALS unit being housed at the Brentwood Fire Station. Deputy Olsen stated they have an excellent working relationship and they are working together to make sure everyone has everything they need to perform their jobs.

Morgan had questions regarding the application process for recreation trustees. Hansen stated that the position openings have been posted and statements of interest are being received.

Bedard asked about the agenda items she had submitted for this evening's meeting. Kleinman stated he moved them. Bedard stated she would like to discuss a predictable pay scale for both fire and police. Artimovich stated that a pay scale needs to be voted on at Town Meeting. Kleinman asked if Bedard would be willing to take this on. Artimovich suggests a committee is needed. Bedard asked if there was a better way to have items added to the agenda. Kleinman stated that Bedard could email suggested topics to himself and Hansen. Morgan, point of order, "are we not all equals?" Kleinman stated that he controls the agenda.

Bedard wanted to discuss a formal COLA policy. Artimovich stated that it would be tied to the pay scale.

Bedard had questions regarding the budget process timeline. There was a discussion regarding the timeline and suggested dates. The Board will request primary budgets by September 11th and all other budgets by September 16th.

The finance position has been posted. The pay range was not included; Hansen will update the posting to include the pay range \$30-\$35 per hour and a minimum of 35 hours.

Bedard will follow up with the pay scale discussion at the next meeting.

Michaud stated that there are some residents on South Road concerned about the pavement and shoulders; the highway department is aware and working on it.

Michaud thanked Deputy Chief Olsen for his work on acquiring equipment for the fire department.

Michaud thanked Chief Doty for his work to acquire new to Brentwood radar guns.

At 7:14pm Kleinman opened public comment.

Derek Butts, Gallant Drive, had comments regarding the open position and the feeling of tension at selectboard meetings.

Janice Wiers, Library Director, stated she has the library trustee alternates who are willing to be reappointed. Wiers asked that the openings be posted so that anyone interested can submit a statement of interest. Hansen and/or Benedix will post the positions. Wiers also asked if the library could join the town website. Wiers stated that it needs to be ADA compliant by 2027. After some discussion Artimovich motioned to allow the library to join the town webpage pending no additional cost. Bedard asked who would be doing the work, Wiers stated that she and her assistant director should be able to with some instruction. Wiers would also like to be able to add events to the town calendar.

Seeing no other public comment, Kleinman closed public comment at 7:26pm.

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At 7:26pm Artimovich motioned to adjourn, seconded by Michaud. Bedard – aye; Morgan – aye; Michaud – aye; Artimovich – aye; Kleinman – aye. Motion carried.

Respectfully submitted,

Jillian Benedix

TOWN OF BRENTWOOD, NEW HAMPSHIRE
(the "Issuer")

CERTIFICATE OF VOTE REGARDING AUTHORIZATION
OF BONDS AND APPROVAL OF
LOAN AGREEMENT WITH THE NEW HAMPSHIRE MUNICIPAL BOND BANK

I, the undersigned Clerk of the Issuer, hereby certify that a meeting of the Governing Board of Issuer (the "Board") was held on _____, 2025. A quorum of the Board was in attendance and voting throughout.

I further certify that there are no vacancies on the Board, that all of the members of the Board were duly notified of the time, place and purposes of said meeting, including as one of the purposes the authorization of bonds and the approval of a Loan Agreement between the New Hampshire Municipal Bond Bank (the "Bond Bank") and the Issuer.

I further certify that the following is a true copy of resolutions unanimously adopted at said meeting:

RESOLVED: That under and pursuant to the Municipal Finance Act, Chapter 33, N.H.R.S.A., as amended, the New Hampshire Municipal Bond Bank Law, Chapter 35-A, N.H.R.S.A., as amended, and other laws in addition thereto, and to votes of the Issuer duly adopted on March 12, 2022 under Article 1 of the Warrant for such annual meeting of the Issuer there be and hereby is authorized the issuance of a \$225,000 Bond of the Issuer (the "Bond") which is being issued by the Issuer to finance the purchase of land or other interests therein for conservation.

The Bond shall be dated as of its date of issuance, shall be in such numbers and denominations as the purchaser shall request, shall mature in accordance with the schedule set forth in Exhibit A to a certain Loan Agreement hereinafter described (the "Loan Agreement"), shall bear a net interest cost rate (as defined in the Loan Agreement) of four and three quarters percent (4.75%) per annum or such lesser amount as may be determined by a majority of the Board. The Bond shall be substantially in the form set forth as Exhibit B to the Loan Agreement and otherwise shall be issued in such manner and form as the signatories shall approve by their execution thereof.

RESOLVED: That the Bond shall be sold to the Bond Bank at the par value thereof plus any applicable premium.

RESOLVED: That in order to evidence the sale of the Bond, the Treasurer of Issuer and a member of the Board are authorized and directed to execute, attest and deliver, in the name and on behalf of the Issuer, a Loan Agreement in

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substantially the form submitted to this meeting, which is hereby approved, with such changes therein not inconsistent with this vote and approved by the officers executing the same on behalf of the Issuer. The approval of such changes by said officers shall be conclusively evidenced by the execution of the Loan Agreement by such officers.

RESOLVED: That all things heretofore done and all action heretofore taken by the Issuer and its officers and agents in its authorization of the project to be financed by the Bond are hereby ratified, approved and confirmed.

RESOLVED: That the Clerk and the signers of the Bond are each hereby authorized to take any and all action necessary and convenient to carry out the provisions of this vote, including delivering the Bond against payment therefor.

RESOLVED: That the useful life of the project being financed is in excess of fifteen (15) years.

I further certify that said meeting was open to the public; the aforesaid vote was not taken by secret ballot nor in executive session; that notice of the time and place of said meeting was posted in at least two (2) appropriate public places within the territorial limits of the Issuer, or published in a newspaper of general circulation in said area, at least twenty-four (24) hours, excluding Sundays and legal holidays, before said meeting; that no deliberations or actions with respect to the vote were taken in executive session; and that the minutes of said meeting have been promptly recorded and have been or will be made open to inspection not more than five (5) business days after the meeting, all in accordance with Chapter 91-A, N.H.R.S.A., as amended.

I further certify that the above vote has not been amended or rescinded and remains in full force and effect as of this date.