

Selectboard Minutes
June 17, 2025

Present: Paul Kleinman, Chair
Letty Bedard
Andy Artimovich
Jon Morgan
Jim Michaud

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

The Board reviewed the payroll and accounts payable summary register. Artimovich motioned to sign the manifest, seconded by Michaud, all in favor, motion carried.

The Board reviewed the consent agenda which consisted of public minutes from May 20th, the public minutes of June 3rd, the recreation manifest, and the following building permits:

Philip & Heather Milot	10 Greenleaf Cir	Plumbing
Philip & Heather Milot	10 Greenleaf Cir	Electrical
Christopher Carmody	106 Crawley Falls Rd	Solar
River Run Development	17 Edgewater Dr	Plan Examination
River Run Development	23 Edgewater Dr	Plan Examination
Narcotta Family Rev Trust	4 Wilson Way	Electrical
Cocklin-Snook Family Trust	14 Mill Pond Rd	Minor Projects**

Changes were made to the May 20th minutes, as requested by Michelle Suidut, they have been highlighted for the Board. There was a discussion regarding the Board being in receipt of the May 20th minutes. Bedard motioned to table the May 20th minutes. Artimovich seconded the motion to table the May 20th minutes. All were in favor, motion carried. Bedard motioned, seconded by Morgan to accept the consent agenda consisting of the June 3rd minutes, the recreation manifest and the above building permits. All were in favor, motion carried.

The Board was in receipt of a request to change the timing of payment of impact fees. Al Bailey, Brimstone Circle, Newton, is requesting to pay his impact fees before the certificate of occupancy is issued rather than before the building permit is issued. Mr. Bailey and his wife own two local businesses and are looking to build two houses in town. Michaud motions to approve Bailey's request. Mark Kennedy, Land Use Administrator, was present. There was discussion regarding setting a precedent, possible enforcement action and "special exceptions and hardships" as defined in zoning. Michaud motioned to withdraw his previous motion to approve the request. The Board asked Mr. Bailey to return on July 1st.

Chief Doty, Sargeant Spitalere and Corporal Saltzman were present to discuss concerns with the operations and events at New England Dragway, (NED). The President of NED filed a complaint against Chief Doty stating that Brentwood Police (BPD) is stopping vehicles directly in front of the business and people who the BPD are attempting to stop are pulling into the parking lot. Chief Doty went over several incidents involving firearms; increased traffic, including reckless ops; underage consumption of alcohol; a kidnapping. Chief Doty explained how he and his department have tried to work with NED. Chief Doty stated during the first 603 Diesel event 5 arrests were made. Chief Doty described that he and his department were excluded from traffic safety meetings until Sargeant Spitalere and a DOT employee addressed the issue. These events can attract 55,000+ spectators. Chief Doty expressed concerns around the lack of communication and cooperation from NED.

Selectboard Minutes
June 17, 2025

Chief Doty described an incident in which Sargeant Spitalere was working a state grant patrol on Route 101, traffic became so backed up Sargeant Spitalere had to stop his patrol to direct traffic; this incident could have been avoided had the NED detail started earlier. That same night BPD had 6 arrests resulting. Chief Doty stated that the NED is “fostering an environment” which allows underage kids to bring in and consume alcohol, Chief Doty stated he does not believe they are being served there. Michaud stated that he does not think the NED is allowing underage people to consume alcohol, they may be sneaking it in. Chief Doty agreed, he does not think they are allowing it, but the environment is fostering it. Chief Doty stated he has reached out to the NH Liquor Commission for assistance, as they specialize in alcohol offenses. Michaud stated that he wished NED was present. Sargeant Spitalere gave an example of alcohol related deaths that occurred after interaction with police. This incident occurred in Kingston, NH back in the eighties and resulted in a lawsuit against the town, the police department and the officers involved. Spitalere explained that issuing DUIs is part of solution; they must also address where the alcohol is being consumed. Chief Doty explained the department’s approach as “prevention through presence.” Chief Doty expressed concern for the safety of residents. Chief Doty explained how he and his department have tried to work with NED, but they “will not compromise public safety”. The Board and Chief discussed the upcoming events. Morgan thanked Chief Doty and his department for all they do and putting community safety first. Bedard asked Chief Doty if there have been any complaints from anyone that has been arrested during these events. Chief Doty stated that there have been 107 arrests year to date by BPD and they have not received a complaint from any of those 107 people. Daphne Woss, Bartlett Rd, had comments regarding the police departments handing of community safety around NED events. Michaud states that he has been working with Chief Doty and NED towards a solution and he stands behind BPD 100%.

Mark Kennedy, Land Use Administrator, was present to discuss the bond release and road adoption for Three Ponds. The Board was provided with a letters of recommendation from TEC and the Planning Board regarding the bond release. Morgan motioned, seconded by Bedard to approve the bond release for Three Ponds. All were in favor, motion carried. The Board was provided with a letter of recommendation from Chris Raymond, TEC, recommending the adoption of the roadway of Three Ponds. The Planning Board held a site walk and voted to recommend the adoption of the roadway. Michaud motioned to adopt the Three Ponds roadway as a public roadway, seconded by Morgan. Morgan – aye; Artimovich – aye; Michaud – aye; Kleinman – aye; Bedard – nay. Motion carried, 4-1.

There was a discussion regarding agenda items and selectboard policy. Bedard stated that, as Kleinman previously said in a meeting that, as chair, he determines the agenda, she would like to establish that as official policy. Kleinman stated that he may have misspoke and provided the selectboard meeting policy. Kleinman read, “Agendas, scheduled by the town administrator, will usually be established on a first come first serve basis. When requesting time on the agenda a person shall notify the town administrator by 12 noon on the Friday preceding the meeting and state the general nature of the meeting subject and the approximate amount of time required”. Kleinman also cited Duties of the Selectboard Chair, which provides that the chair will maintain order and control of the agenda. Kleinman explained his interpretation maintaining control and order of the agenda and also stated there is a procedure for overruling the chair. Kleinman stated there is a procedure in place that works. Bedard stated she felt differently and that Kleinman had previously unilaterally overruled her right to speak. Kleinman referenced Duties of the Chair, place limit, paragraph 3a:3, which states placing limits on the length of time and the content of input provided by meeting participants.” Bedard stated she is not a meeting participant but a member of the Board. Bedard explained that if she were a member of the public and was not allowed to speak that would be illegal. Kleinman stated that he feels he allows a lot of public comment throughout the meetings. Morgan stated he felt the concern is that Bedard is the vice chair. Morgan asked can the vice chair put things on the agenda or not. There was some back and forth with Kleinman, Bedard and Morgan. Morgan motioned to allow any member of the board to add items to the agenda before 12 noon the Friday preceding the meeting. Artimovich stated that the discrepancy is regarding the interpretation of “control of the agenda.” Artimovich explained that his interpretation is that the chair keeps the meeting on track with agenda items, not by what goes on the agenda. Artimovich added that is his interpretation, and others may interpret the phrase differently. Kleinman stated that he does not feel the procedures need to change. Morgan asked if was in agreement that any board member can add items to the agenda. Kleinman stated if that is the interpretation of control, he does not have a

Selectboard Minutes
June 17, 2025

problem with that. Mark Kennedy, Land Use Administrator, had comments in support of Artimovich's interpretation.

Daphne Woss, Town Clerk/Tax Collector, was present to discuss the dog warrant. Kleinman, "pursuant to RSA 466:14 entitled warrant proceedings you are directed to proceed to collect the fees due the town of Brentwood to be turned over to the town clerk or seize and unlicensed dog for holding at an appropriate holding facility pursuant to RSA 466:16 entitled returns. You have until July 17th, 2025 to return the warrant with a statement as to whether all unlicensed dogs in Brentwood have been seized and held under the provisions of this chapter and whether complaints have been entered against all the persons who have failed to comply with those provisions." Moved by Artimovich. Seconded by Michaud. Bedard, Michaud, Kleinman and Artimovich were in favor, Morgan against. Motion carries, 4-1.

Daphne Woss, discussed a team building day for town employees. Artimovich motioned to approved a team building day for town employees, seconded by Michaud, all were in favor, motion carried.

Woss stated that in 2018 the board agreed to accept credit card payments however the vote is not in the minutes. Morgan motioned to approve accepting credit card payments. Seconded by Artimovich. All were in favor, motion carried.

The Board revisited the issue of parking/no parking on Pine Road. Mark Kennedy, Land Use Administrator, was present and provided the Board with copies of the record mylars with the locations of the new no parking signs annotated. Michaud motioned to accept the placement of the no parking signs. Artimovich seconded. All were in favor, motion carried.

The Board reviewed the update from Greg Colby, CPA. Bedard read an excerpt "I have identified numerous items that will need to be adjusted in the system so that the financial records are accurate. The items identified represent a fairly significant dollar amount of transactions. Due to this fact I caution the usage of any financial reports from the BMSI system for any significant decision making until the necessary entries can be made to make the necessary adjustments." A discussion followed. Bedard asked if any applications for the finance position have been received. Hansen stated she has received two.

At 7:04pm Bedard motioned to go into nonpublic under legal.

At 7:04pm Jim Hajjar, Mohawk Lane, had a public comment regarding reconciliation and the work Colby is doing.

Bedard's motion to go into nonpublic under legal and hiring RSA 91-A:3 II (e) and (b) was seconded by Artimovich at 7:08pm. Bedard -aye; Michaud – aye; Morgan – aye; Artimovich – aye; Kleinman – aye. All in favor, motion carried. The Board entered nonpublic after a short break.

The Board returned to public session at 8:12pm.

The Board readdressed the pay scale discussion. Bedard had sent out a draft pay scale which she explained. Bedard stated that the idea would be a predetermined COLA set by policy would be added to the pay scale. There was a discussion regarding the need for a pay scale, how it will work and the size of the pay scale. Kleinman felt this was premature as this is the first year Brentwood has to work within a tax cap. Artimovich stated a pay scale would need to be approved by warrant at Town Meeting. It was asked if there would be a pay scale for all town employees, Bedard stated that she is focusing on police and fire this year. Bedard also stated that these numbers are based off of what Brentwood currently pays police and fire employees. Janice Wiers had comments regarding the private sector versus municipalities and pay increases. Jim Hajjar, Brentwood Cemetery Trustee, chair, explained the process which the trustees go through when recommending a pay increase, COLA or merit, for the Superintendent of Cemeteries, a process put in place by the Selectboard. Hajjar, questioned why it was not utilized by all departments. Artimovich clarified that the performance reviews were being done and reviewed, but that an increase was not guaranteed through this process. Hajjar, now speaking as Budget Committee, chair, had

Selectboard Minutes

June 17, 2025

comments regarding how the tax cap and pay scale would affect one another. Laura Hajjar, Mohawk Lane, had comments regarding guaranteeing pay increases/raises.

Bedard gave a brief budget committee update, she began by reading a letter from the Budget Committee expressing the importance of ensuring the fiscal year 2026 town operating budget complies with the 4% tax cap with the following recommended steps:

1. Set a clear budget target early.
2. Review cost drivers and prioritize core services.
3. Coordinate with the budget committee early.
4. Limit use of one time revenues for reoccurring costs.
5. Explore opportunities for efficiency and shared services.
6. Engage the community transparently.

Jim Hajjar, Budget Committee, chair, was present to discuss the budget season timeline and process. Bedard explained that this year's budget committee is planning to take a more active role in the early budget planning process. There was a discussion about what would be done differently. Hajjar suggested giving department heads targets as to how much they can increase their budgets. Hajjar and the board discussed the 4% tax cap, how the taxpayers can override the tax cap at town meeting if needed.

Bedard stated that she would like to see a selectboard policy put forth which would ensure all employees receive a COLA increase yearly which would be tied to the federal social security COLA.

At 8:52pm Kleinman opened public comment. Seeing none, Kleinman closed public comment at 8:52pm.

Bedard provided a building committee update, they now have a draft contract. Bedard is looking for a motion for the contract to be signed after approved by town council. Bedard reviewed the phases and costs and timeline goals. Michaud motioned to approve signing the contract after review by council. Second, by Bedard. All were in favor, motion carried.

Morgan commented that the board had voted to approve the Rec's irrigation project pending DRA approval. When brought to DRA Brentwood was told the DRA has no jurisdiction. Andy Gray, Recreation Director, met with Town Planner Glenn Greenwood and had a discussion regarding the use of impact fees for the drainage project. Morgan motioned to move forward based on the discussion with the Town Planner, Glenn Greenwood stating that the drainage project would be an appropriate use of impact fees, up to \$9,000. Second, by Bedard. All were in favor, motion carried.

Chief Doty asked the Board to sign the paperwork to allow the Brentwood Police Department to continue the enforcement grants for 2026, to secure the funding and continue the DUI and speed grants. Chief Doty made note that these funds would reimburse the overtime account. Artimovich motions to accept the terms of the highway safety grant as presented in the amount of \$8,500. Seconded by Michaud. All were in favor, motion carried.

Andria Hansen, Town Administrator, gave an update regarding Healthtrust.

Hansen presented the board with the abatements, veteran's credits and elderly exemptions. Artimovich motioned to approve all veteran's credits and elderly exemptions that have been approved by the assessor. Michaud seconded the motion. All in favor, motion carried. The abatements are administrative; they are not refunds. Artimovich motioned, seconded by Michaud to approve the abatements. All were in favor, motion carried.

Selectboard Minutes
June 17, 2025

At 9:05pm Morgan motioned to adjourn, seconded by Artimovich. Bedard – aye; Morgan – aye; Michaud – aye; Artimovich – aye; Kleinman – aye. Motion carried.

Respectfully submitted,

Jillian Benedix