

Selectboard Minutes
November 4, 2025

Present: Paul Kleinman, Chair
Letty Bedard
Andy Artimovich
Jim Michaud
Bob Mantegari

At 5:45pm, Michaud made a motion to go into nonpublic for personnel matters. The motion was seconded by Mantegari. Kleinman – aye; Bedard – aye; Artimovich – aye; Michaud – aye; Mantegari – aye. All were in favor. Motion carried.

At 6:08 the Board came out of nonpublic and sealed the minutes following a motion by Mantegari, seconded by Michaud; all voted in favor.

At 6:10 Kleinman called the Public meeting to order.

Mantegari motioned to approve the manifest. Michaud seconded the motion; all were in favor.

Mantegari motioned to approve the consent agenda which consisted of public minutes, nonpublic minutes, building permits and the recreation manifest. Seconded by Michaud. All in favor; motion carried.

Michaud made a motion to sign the employment contract appointing Roy Olsen as the new Fire Chief. Mantegari seconded the motion; all voted in favor. Chief Olsen was formally sworn in by Daphne Woss, Town Clerk/Tax Collector.

Kleinman explained that the background check, physical, and psychological testing had been completed as required to appoint Chester “Chet” Murch as the new Police Chief for the Town of Brentwood. Mantegari made a motion, seconded by Michaud, to sign the employment contract for Murch. All voted in favor. Chief Murch was formally sworn in by Daphne Woss, Town Clerk/Tax Collector.

The Board discussed Police Department staffing issues with Chief Murch. With the recent resignations in the department, they are working to get all shifts covered. Officer Casale has agreed to work additional hours until March. In addition, Murch is recommending the use of the Sheriff’s department to cover night shifts. He explained that the cost of using the Sheriff's department is not much more than paying an officer when you factor in the benefits, cruiser and gas expenses. He is unsure at the moment how many hours they will be needed but will know more in the next couple days. Artimovich suggested contacting the State Police as well. Murch agreed and went on to explain that either of these options is temporary and he will be performing a “Needs Assessment” to determine how many new hires are required. He will update the Board at their meeting in 2 weeks. Mantegari made a motion to authorize utilization of the Sheriff’s Department and/or State Police for temporary shift coverage. Michaud seconded the motion; all voted in favor.

The Selectboard suggested exit interviews with the employees that have recently resigned from Town positions. Murch & Julie Stevens will perform them for Police employees.

Kleinman discussed the possible need for an Emergency Meeting between the Board's regular meetings. Decisions should not be made by email during these times. Emergency meetings should be used sparingly when urgent decisions are needed.

A motion was made by Michaud, seconded by Mantegari, to appoint Nick Wrighton as a member of the Trustees of the Trust funds to replace Megan Schneider who resigned on 10/29. All voted in favor.

Michaud made a motion to adopt the new Building Department Fee Schedule as recommended by Chuck Marsden, Brentwood Building Inspector, that is based on an analysis of similar size towns. Bedard seconded the motion and added to make it effective as of 1/1/2026. All voted in favor.

The Selectboard reviewed the budget for the Health Officer. Bedard suggested we add \$1 to the FICA/Medicare line to keep it open. After a brief discussion, the Board agreed to hold the Salary and FICA/Medicare lines open at \$0.50 each. Artimovich made a motion to approve the Health Officer budget in the amount of \$1. Mantegari seconded the motion; all voted in favor.

Janice Wiers, Library Director, presented the Library budget and supporting documentation to the Board. Michaud made a motion to decrease the Library hours by 8 hours/week and add the additional day's expenses as a warrant article. Artimovich disagreed. Michaud withdrew his motion. Bedard made a motion to approve the Library Budget as submitted in the amount of \$345,502.29. Artimovich seconded the motion. Bedard & Artimovich voted in favor; Kleinman, Michaud & Mantegari opposed. Motion failed. Mantegari made a motion to approve the budget in the amount of \$345,119.29 which represents a 2.8% merit based increase for employees rather than the 3% increase being budgeted. Michaud seconded the motion; all voted in favor. Motion carried.

Stevens presented the Board with the budget for Insurance. The budget is based on the Primex rates for Property & Liability Insurance, Workers' Compensation, and the related deductible. The budget was tabled while Stevens inquires about rates with other deductible amounts.

Kleinman opened the discussion of any Old Business. Stevens advised that the Auditors are able to submit an unaudited version of the MS-535 to the NH DRA so that the tax setting process can be started. Michaud made a motion, with a second from Mantegari, to approve of the use of the unaudited MS-535. All voted in favor. Stevens submitted payroll forms to be signed by the Board for previously approved pay rates for herself in the position of Town Administrator and Sgt Saltzman for when he was promoted to Sargent. A motion was made by Mantegari and seconded by Michaud to sign the forms. All voted in favor.

Kleinman opened discussion on committee updates. Bedard informed the Board that the Health Benefits Committee voted to recommend staying with HealthTrust. The Committee also made the following recommendations related to health/dental plans:

- To only offer 1 dental plan, Plan 1C. The Town will save money by only offering one plan. Mantegari made a motion to approve of offering Dental Plan 1C to employees for 2026. Michaud seconded the motion; all in favor.
- To offer 3 Health Plans as is stated in the Employee Handbook. The plans being suggested are AB20, ABSOS1K and ABSOS3K.

- To only have 1 Prescription Plan which would be option RX10/20/45. Mantegari made a motion, with a second by Michaud, to offer the 3 Health Plans with the recommended Prescription Plan. All voted in favor.

Other Committee updates were shared.

Regular business discussed included 2 trees on Deerhill Road that need to be cut. Mantegari made a motion to authorize Robinson to approve the quotes for cutting the 2 trees. Michaud seconded the motion; all in favor. Artimovich mentioned an email from a resident on Deerhill Rd requesting that STOP lines be painted at the end of the road. The Board would like to have Robinson get an estimate on having lines painted at the ends of all through roads in town. Additionally, Stevens notified the Board that it is her intention to reinstate the Treasurer's Report that used to be included in the A/P and payroll information.

At 8:17pm Kleinman opened public comment.

Liz Faria, South Road, inquired if the Fire Chief & Police Chief's salaries are public information. The Board responded "yes". She also made note that Andria Hansen's greeting is still on the TA's phone. It will be changed. She also had questions regarding the police department staff resignations and the unsealing of nonpublic minutes.

No one else came forward for Public Comment. At 8:20pm, Kleinman closed public comment.

At 8:20pm, Mantegari made a motion to adjourn. Michaud seconded the motion; all voted in favor.

Respectfully submitted,

Julie Stevens