

Selectboard Minutes
November 18, 2025

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

At 6:00 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 building permits. Seconded by Michaud. All in favor; motion carried.

Police Sgt. Spitalere came before the board regarding the sale of the 2018 Ford Explorer to Jordan Hillner in exchange for repair work on other cruisers. This is part of a transaction initiated by former Chief Doty. 2 additional vehicles that were part of the agreement have already changed hands and Spitalere was looking to make the inclusion of the 2018 Explorer official. Mantegari made a motion to approve the sale of the vehicle contingent upon a signed receipt and a \$1 payment. Artimovich seconded the motion; all voted in favor. Kleinman signed the title.

Barry Geyer of Jones & Beach came before the Board regarding a request for the acceptance of Tanya Lane as a town road. Kleinman stated that there were some concerns from the Town Engineer about the construction of the culverts underneath the driveways because they don't meet town standards. He went on to say, however, that the Planning Board did not feel it would degrade the road or the drainage off the road. The Planning Board does intend to send letters to the homeowners regarding the issues. The Planning Board did approve of discharging the bond. Michaud made a motion, seconded by Mantegari, to accept the road. Kleinman, Michaud, Artimovich and Mantegari voted in favor; Bedard opposed. Motion carried.

The Board reviewed a few documents submitted by the Conservation Commission for signing:

1. A contract for surveying and mapping services from Northam Survey for the Bruce Stevens parcel that is being gifted to the town. In addition, an Environmental Site Assessment for the same property. Mantegari made a motion, with a second from Michaud, to sign the contracts. All voted in favor.
2. A contract for Consulting Services from Anna Boudreau. After reviewing the contract, there were some questions regarding the fee increases and related wording in the contract. Michaud made a motion to table the document signing until we get clarification of these items. Mantegari seconded the motion; all voted in favor.

A Policy on Inspectors Reviewing Their Own Work was presented to the Board. Mantegari made a motion, seconded by Michaud, to approve the policy. All voted in favor.

Julie Stevens, Town Administrator, notified the Board that Selectboard Policy states that the Building Inspector should be reviewing permits before they go to the Board for signing. They agreed that is the

best way to proceed. In addition, Stevens explained that the Board could request that the Planning Board put forth an amendment to the zoning ordinance that would allow the Selectboard to appoint a designee to approve building permits.

The Board reviewed the Requirements for Re-Instatement of a Lapsed NH Police Certification. There were some questions that need to be asked to the Police Chief. The Board decided to table discussion until Chief Murch can be present.

Kleinman stated that he has concerns about the voting by the Selectboard's representative on the Budget Committee. It was noted that the Selectboard rep's personal vote was the deciding vote that determined the outcome of a decision regarding a 2.8% vs 3% salary increase and was contrary to the Board's vote at a prior meeting. Mantegari brought up the fact that there is a Selectboard policy on this matter in the Selectboard Handbook that reads: "Selectboard members who serve as ex-officio members (or Liaisons) of other Boards and Committees are expected to vote and act in a manner that is consistent with the majority viewpoint of the Board, to the extent practical." The Board's representative made it clear that this will not happen again.

The Board held a discussion about the 2.8% performance-based salary increase that was recently voted in by the Board. The Budget Committee recently voted in favor of a 3% increase to many budgets. In acknowledgement of the above, these budgets should be revised by both the BudCom and the Selectboard.

Dexter Swasey came before the Board with a request that the Selectboard lease the Grange to the Brentwood Historical Society. This is a requirement for a grant that the Historical Society is applying for. Stevens shared a draft of a prepared lease that would have a 5 year term for \$1/year. Mantegari made a motion to approve the lease with wording changes to #2, #5 and a change in term to 10 years. Michaud seconded the motion; all voted in favor. Mantegari made a \$1 donation to the Historical Society for the lease.

Michaud wished Town Road Agent, Wayne Robinson, and wife Diane a Happy 47th Anniversary!

Chief Roy Olsen was in to present the Fire Department budget. Following discussion regarding staffing and salaries, the administration line was reduced by \$118,080 to discontinue the Deputy position. Olsen mentioned they'll be looking at submitting a Warrant Article for more per diem hours in 2026. Bedard requested that when he comes back to the Board about that Warrant Article that he also submit a schedule for the next 5-6 years of how he proposes we get to the staffing levels he recommends. Michaud made a motion, seconded by Artimovich, to approve the Fire Department budget in the amount of \$1,288,790. Kleinman, Bedard, Artimovich & Michaud voted in favor; Mantegari opposed. Motion carried.

Stevens presented the Board with the budget for General Government. Artimovich made a motion to reduce the Grant Writer line from \$20,000 to \$5,000. Mantegari seconded the motion; all in favor. Mantegari suggested they remove the \$1 for Microfilm. A motion was made by Mantegari and seconded by Michaud to approve the budget in the amount of \$66,825. This includes the \$15,000 decrease to Grant Writer line, \$2,000 reduction to Town Communications and removal of the \$1 for Microfilm. Kleinman, Artimovich, Michaud & Mantegari voted in favor. Bedard opposed; motion carried.

Stevens presented the budget for Government Buildings. It was noted that YTD expenditures in some of the lines need to be corrected. Michaud made a motion, seconded by Mantegari, to table the budget until those corrections can be made. All voted in favor.

The budget for Insurance was presented. Stevens informed the Board that she looked into the deductible and Primex does not offer other deductible options. A motion was made by Artimovich and seconded by Michaud to approve the budget in the amount of \$196,120. Kleinman, Bedard, Artimovich and Michaud voted in favor; Mantegari abstained. Motion carried.

Kleinman opened the discussion of any Old Business. Stevens had a few items to discuss:

- Road Agent Robinson had Stop lines painted on 4 roads in the amount of \$375. To do the remaining 14 it will be an additional \$875. He may proceed with this. No vote necessary.
- A contract has been signed with Suburban Propane locking in our rate at \$1.799.
- The furnace at the Recreation Center will be installed 12/9-11. Where that building is our Emergency Shelter, Jason of the Recreation Department was wondering if there needs to be an alternative in place. The Board said they could open other Town buildings as warming centers if needed.

Kleinman opened discussion on committee updates. Bedard informed the Board that the Health Benefits Committee voted to change the handbook regarding the percentages of the cost that the Town will pay for. They voted to recommend the Selectboard change it to 100% of single coverage, 80% of 2-person coverage and 80% of the family plan of "Plan B" (the \$1,000 deductible plan). Those \$ amounts will be deducted for Plan A & C and the employees choosing those plans will be responsible for the difference. The Committee also requests that the Board consider a HRA or FSA. Mantegari made a motion to amend the handbook to the 100%/80%/80% coverage by the Town for Plan B. Michaud seconded the motion. Kleinman, Artimovich, Michaud and Mantegari voted in favor; Bedard opposed. Motion carried. Regarding the HRA and FSA, the Town already offers an employee funded FSA. Following discussion regarding the HRA and/or any town funding of the FSA, it was decided not to contribute to either.

Other Committee updates that were shared:

- Mantegari informed the Board that interviews are underway for the Recreation Director position.
- Planning Board is finalizing the Warrant Articles that they will be presenting
- The Highway Dept has received a request from NH Fish & Game to store a trailer in the Highway Shed. Kleinman recommends we receive a waiver from Fish & Game regarding liability.
- Tractor Supply donated \$500 towards the Brentwood Firefighters Association to go to scholarships for people in town.
- On December 11 at 7:00pm in the Cross Room, there will be a Public Q&A regarding the proposed Police Station. The proposal is at a cost of \$5.6 million.

At 9:40pm Kleinman opened public comment. There was none.

At 9:40pm, Michaud made a motion to go into Nonpublic per RSA 9a-A:3II(a). Mantegari seconded the motion; all voted in favor.

Respectfully submitted,

Julie Stevens