

Selectboard Minutes  
January 13, 2026

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

At 6:00 Kleinman called the Public meeting to order.

Mantegari motioned to approve the payroll & A/P manifest. Artimovich seconded the motion; all voted in favor.

Mantegari motioned to approve the consent agenda, seconded by Artimovich. All voted in favor.

Town Administrator Julie Stevens presented the Board with an abatement request for a property in the River Run Development that got billed to the developer and should have been billed to the property owner. In addition to an abatement for the developer, there was a supplemental warrant in the same amount for the new property owner. Bedard made a motion, seconded by Artimovich, to approve the abatement and supplemental warrant. All voted in favor.

Rob Wofchuck came to the Board regarding the town's solar facility. He explained that in order to sell renewable energy credits we must have a "revenue-grade meter" or "utility-grade meter". The current meter is damaged/inoperable and needs to be replaced. The cost of a new one, including labor, 5-year cellular plan and 5-year Powerdash Pro subscription is \$3,601.50. Mantegari questioned if it's possible to pay for the last two items annually rather than for 5 years. Wofchuck will inquire. Bedard made a motion to approve the expenditure up to \$3,601.50. Artimovich seconded the motion; all voted in favor.

Kristen Aldred, Planning Board Chair, presented the Zoning Ordinance Changes being proposed by the Planning Board. A copy of her power point presentation is attached. [Winter 2025-26 Brentwood Planning Housing \(1\).pptx](#)

Jim Hajjar, Budget Committee Chairman, reviewed the estimated revenues for 2026 that the Budget Committee approved. He explained that they based it on a 4% increase from the 2025 estimated revenues. Mantegari made a motion, seconded by Artimovich, to approve the recommended revenue figure for 2026 of \$2,256,030. All voted in favor. Hajjar went on to explain that using this figure, the recommended tax cap for 2026 calculates to \$7,516,583. Mantegari made a motion to approve the tax cap amount of \$7,516,583. Artimovich seconded the motion; all voted in favor.

The Selectboard reviewed the following warrant articles for further discussion and voting at a subsequent meeting:

- Fire Chief Roy Olsen was in to discuss the 3 warrant articles he's submitting for the Selectboard's consideration:
  1. To see if the town will add \$50,000 to the existing Capital Reserve Fund for Fire/Rescue Vehicle Replacement.

2. To see if the town will establish a Fire Prevention/Inspection Revolving Fund from inspection fees. The Fund would be used to offset the cost of the Fire Prevention/Inspector position and expand inspection hours from 8 per week to 16 or 24 hours.
  3. To see if the town will raise and appropriate \$225,703 to establish one new 24-hour/day per-diem position of a Firefighter/EMT effective 4/1. Mantegari inquired about the number of calls they had in Brentwood last year. Olsen will get that information.
- Town Administrator Stevens resubmitted a warrant article previously discussed by the Town Assessor that would increase the tax credit for service-connected permanent and total disability from \$2,000 to \$2,750.
  - A warrant article had been submitted by the Planning Board for \$8,500 to be added to the Master Plan Expendable Trust Fund for the purpose of updating the Town's Master Plan.
  - Stevens submitted the following Warrant Articles for consideration:
    1. \$24,950 for the continuation of manual collection of Waste & Recyclable Materials.
    2. \$160,00 for the following funds to be added to existing Capital Reserve Funds
      - a. Information Systems Hardware: \$30,000
      - b. Revaluation: \$25,000
      - c. Maintenance of Town Buildings: \$25,000
      - d. Fire Vehicles: \$50,000 (this is the same as submitted by Chief Roy)
      - e. Public Safety Radios: \$30,000
    3. \$25,000 to be added to existing Municipal Building Capital Reserve Fund (this is for a future project for construction and/or renovation of Municipal Building).
    4. \$150,000 to be added to the existing Highway Vehicles/Equipment Capital Reserve Fund.
    5. \$25,000 for Town Owned Bridges. Bedard mentioned that she thought there was a cap of \$50,000 on this fund and that we are already at that amount.

The Board will discuss and vote on these warrant articles, and any others that get submitted, at next week's meeting. This deadline is necessary in order to give the Budget Committee an opportunity to review them prior to their Public Hearing. They asked that Stevens notify all department heads of a warrant article submission deadline of noon on 1/20/26.

The Selectboard discussed encumbrances:

- Mantegari made a motion, seconded by Artimovich, to approve encumbering \$6,500 for the Voting Equipment that the Town Clerk ordered in September that has not come in yet. All voted in favor.
- Northam Survey in the amount of \$6,400 and Tomforde Environmental for \$3,000. Both contracts are related to the Stevens property donation. Bedard made a motion to approve; seconded by Mantegari. All voted in favor.
- Julie Stevens will check the remaining Salt Contract amount for encumbering for next week's meeting.
- Jim Hajjar requested funds from Cemetery Budget be encumbered for payment of the cost of the survey of the Poor Farm Cemetery with a contract for \$1,350. Bedard made a motion to encumber the funds if the invoice has not yet been paid. Mantegari seconded the motion; all in favor.

The Board members shared Committee updates and Old Business.

- Stevens handed out copies of the Data Collection Guidelines that she received from KRT. She informed the Board that she, Paul, the Assessor, and Rob Tozier of KRT will be meeting with the DRA on Thursday to discuss the revaluation. Bedard questioned if these guidelines are the same as the ones used in 2020. Stevens will inquire at Thursday's meeting.

- As a follow-up to last week's meeting, Stevens shared a copy of the agreement between the River Run Development and the Town regarding Mill Road improvements to be paid by the Developer. Robinson asked if we could use some of the money from the developer to begin road repairs this summer. Kleinman said we can reach out to him and ask.
- Road Agent Wayne Robinson said they will want a Warrant Article for \$350,000 for road paving. He also mentioned that their roadside mowing tractor is broken but they can rent one from MB Tractor for \$10,000 for 3-4 weeks use. Bruce Stevens of South Road recommended that they contract out this work. The contractor would have equipment more suitable for roadside mowing. Robinson will look into that.
- Bedard reported that the Budget Committee approved the School Budget and warrant articles at last night's meeting. The operating budget went up by 3.5%.
- The Board signed the assessing contract that was approved at last week's meeting.
- The Board signed an additional page of the Land Use Change tax for River Run Development that was approved last week. Stevens distributed a proposed email from our Assessor to send to the River Run Developer regarding the Land Use Change tax. Kleinman asked that "all rights are reserved" for future Land Use Change tax assessments for Phase 3 be added to the email.
- Rate of pay confirmations were signed for the Recreation Director and new firefighter.
- Bedard mentioned that there are 2 budgets that are not in alignment with the Budget Committee – welfare and code enforcement. The Board will review those next week.

At 8:35pm Kleinman opened public comment.

- Bruce Stevens spoke to the agreement that was made with the River Run Developer that was mentioned earlier in the meeting. He said that he believes there was an escalation clause written into that. Kleinman said we will look into that. Artimovich stated that he feels some of the developer's bond money should be used for Mill Road repairs. Mantegari suggested the Road Agent meet with Bell & Flynn and the developer to look at the road and get some estimates for the work needed.

At 8:40pm, a motion was made by Mantegari and seconded by Artimovich to go into non-public per RSA 91-A:3, II(a). Kleinman, Bedard, Artimovich, & Mantegari voted in favor.

At 8:50pm, a motion was made by Artimovich to come out of non-public. Mantegari seconded the motion. Kleinman, Bedard, Artimovich, & Mantegari voted in favor.

Artimovich made a motion, seconded by Mantegari, to seal the minutes. Kleinman, Bedard, Artimovich, & Mantegari voted in favor.

At 8:50, a motion to adjourn was made by Artimovich and seconded by Kleinman. All voted in favor.

Respectfully submitted,

Julie Stevens



Date: January 13, 2026

**TD Bank General Fund:**

Previous Balance Bank Balance: **1/6/2026** 4,110,937.47

**Recurring Deposits:**

Monthly Interest		
Tax Collector	691,929.05	
Town Clerk	18,038.88	
State aid distribution (Meals and Rooms Tax FY 25)		
Impact Fees	911.45	
Permits		
Total Recurring Deposits:		710,879.38

**Paid Expenditures:**

Payroll:	(35,642.80)	
FICA:		
Non-A/P:CDs	(154,982.33)	
A/P: Regular:		
NHRS:		
Swasey:	-	
COOP:		
County Payment:		
Total Paid Expenditures:		(190,625.13)

**Bank Balance as at 01/13/2026:** 4,631,191.72

**Committed Expenditures: 01/13/2026**

Current AP:	(212,241.29)	
Current Payroll:	(38,803.22)	
Current FICA Taxes:	(9,353.04)	
NHRS:		
Swasey:	(550,000.00)	
COOP:	(681,343.00)	
County Payment:		
Outstanding AP:	(241,926.45)	
Total Committed Expenditures:		(1,473,269.45)

**Committed Funds Ending Balance:** 3,157,922.27

TD Bank Interest Earned YTD:  
**\$109,337.77**

**CD's:**  
**25 Day; 3.24%APR** \$1,500,000.00  
**53 day; 3.27%APR** \$1,500,000.00  
**85 Day; 3.31%APR** \$1,500,000.00

*Ambrose Kizza*

Ambrose Kizza, Treasurer

**1/20/2026 Permits**

<b>Name:</b>	<b>Address:</b>	<b>Permit Type</b>
Michael & Linda Mosca	9 Edgewater Drive	General
Michael & Linda Mosca	9 Edgewater Drive	Electrical
David & Mary Eldredge	65 Middle Road	Electrical
Mastriano Group	180 Route 125	New Construction
Thomas Snow	117 Middle Road	Electrical
Thomas Snow	117 Middle Road	Plumbing
Thomas Snow	117 Middle Road	General