

Selectboard Minutes

February 10, 2026

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

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

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

Mantegari made a motion, seconded by Michaud, to approve the Consent Agenda. All voted in favor.

Michael Sanborn, owner of 1 Smith Road and 3 Smith Road, presented a letter to the Selectboard as a follow-up to the hearing with the Planning Board the prior week during which he requested approval of a site plan to allow a lay-down yard at 1 Smith Road for Michael's Power. The letter to the Selectboard requested a waiver to the requirement to submit a site plan that would allow temporary parking at 3 Smith Road. Kleinman explained that the Selectboard is an enforcement body and can not approve a waiver but can make a determination as to whether or not they want to enforce the ordinance that prohibits the vehicles being parked there. Sanborn explained that he is looking for permission for overflow parking, storage containers and portable site trailers as Michael's Power has run out of space at 1 Smith Road. Michael's Power is a subcontractor of Eversource. Sanborn is requesting a waiver until May 1, 2026. Bedard asked Sanborn if the Planning Board approved the site plan for 1 Smith Road. He responded that he received Conditional Approval of the Site Plan. Mantegari made a motion to allow the temporary parking and storage of a couple of containers and portable site trailer until May 1, 2026. Michaud seconded the motion; all voted in favor. Bedard asked Sanborn how the clean-up is going at 3 Smith Road. He said that it's all done.

Chief Murch came before the Board to request a new garage door and 8 openers for the sally-port. He explained that the only operating door opener is inside the sally-port and creates a difficulty when bringing in a prisoner. In addition, the door is rusted out near the bottom. He said the cost of these would be \$3,285. Mantegari made a motion, with a second from Michaud, to approve this purchase of up to \$3,300 from the Building Maintenance Capital Reserve Fund. All voted in favor.

Jim Hajjar, Budget Chairman, addressed concerns that were brought up by former Selectboard Member Jones at the Budget Hearing. Jones had questioned whether or not the Recycling appropriation should be reduced by the amount of the ARPA funds that were approved to be used towards Recycling expenses in 2026. Hajjar stated that in the 2022 and 2023 Town Reports, it was reported that ARPA funds were accepted for use for governmental services that would normally be paid for with the local budget. He said the question became, do you appropriate the full amount of the Recycling Expenses or do you subtract from that the \$46,000 of Deferred Revenue that was targeted to offset Recycling Expenses? He went on to explain that he, Town Administrator Stevens and Kleinman met today and called the financial advisor at NH Municipal Association with that question. We found out that it can be done either way but it was explained that the second option is more often used for one time expenditures. So, in this case it was suggested that the first option of fully budgeting the appropriation would be best, and then in the fall record the \$46,000 as a revenue. She said that, in addition, this avoids fluctuations in this expense line.

Hajjar addressed another question that came up at the Budget Hearing regarding the over-expenditure of the 2025 Budget. He explained that the handout at that Hearing erroneously showed the 2025 Budget was exceeded by 3.16%. He discovered that an expenditure detail report from January did show that a few warrant article lines showed they were overspent. However, Hajjar noted that the expenditure report that Stevens printed out today, after she had made journal entry corrections to account for the transfer of money from the Trustees of the Trust Funds for Fire Department Vehicle Replacement, Revaluation and the Municipal Building expenses, no longer shows that the 2025 budget was over expended.

Bedard made mention of several line items in the 2025 Expenditure Report that need to be corrected. Stevens explained that those are all issues that she plans to address during her review of 2025 allocations. Bedard asked what we can do to avoid these misallocations in the future. Artimovich said that the hiring of Stevens was one of the things we did to correct this. Stevens added that, as she has explained, she has put new policies and procedures in place to correctly allocate expenses and revenues from the get-go and greatly decrease the number of necessary journal entries. Stevens will distribute expense and revenue reports at the end of each month.

Artimovich commented that it became aware during the Budget Hearing that we need to have an ordinance or policy in place regarding waste disposal prior to Town Meeting. This ordinance/policy would make it clear about container placement, how much can go in the containers, container size exchange, additional cart cost, etc. Mantegari suggested this information be included in the flyer Casella is planning to mail out. The Board will take the week to put their thoughts together on this information and discuss more thoroughly next week. Artimovich reviewed some of the benefits of switching to automated such as: residents with more waste paying more towards the resulting tipping fees, safety reasons and the savings to the Town. Stevens reported that she looked into the cost and requirements of a cardboard container at the Highway Shed. It would cost \$175 monthly for weekly pick-ups for a 10 yard container. It would not need to be under cover as the lid is securely closed so as not to be exposed to the elements. Michelle Siduit of the Budget Committee recommended having a Selectboard member be on the Trash Committee. Michaud was suggested as a candidate for that.

Stevens notified the Board that SigArms called to make the Board aware that they will have the outdoor range open from 5-8pm on Wednesday, 2/11.

Under Old Business, Stevens updated the Board that Rob Wofchuck, who was in back in January with the cost of repairs to the solar meter, reported that he inquired about the 1 year cost of the Powerdash Pro subscription as requested. He found that the one year subscription cost would be \$448 per year which would be a total of \$2,240 for 5 years. The 5-year subscription cost he reported at the January meeting was \$1,830. The Selectboard agreed to stay with the 5-year subscription as approved in January.

The 2026 Warrant has been approved by legal counsel. It has been submitted to the DRA and there are 8 towns ahead of Brentwood for review. Artimovich made a motion to sign the warrant with the condition it be approved by the DRA. Mantegari seconded the motion; all in favor. The Selectboard signed the 2026 Warrant for the First Session of the Annual Meeting (Official Ballot Voting) be held on March 10th from 7am-7pm at the Swasey School; and the Second Session of Annual Meeting on March 14, 2026 at 9:00 am at the Swasey School.

Kleinman stated that he received a letter of resignation from Doug Finan for the Rockingham Planning Commission. Kleinman commented that he did a fabulous job on that Commission. Mantegari made a motion to regretfully accept Finan's resignation. Michaud seconded the motion; all in favor. After Kleinman read a letter from Doug Marino announcing the Planning Board's recommendation to appoint

Brett Ramsdell as Finan's replacement on the RPC, Mantegari made a motion, seconded by Michaud, to appoint Ramsdell. All voted in favor.

Following a motion by Mantegari and second by Artimovich, the Board voted unanimously to sign the contract for Cartographic Associates, Inc. to provide professional GIS services. Bedard requested a copy of contracts for GIS.

Stevens reported that Librarian, Janice Wiers, has requested the snow be removed from the Library roof. Artimovich reported that there is a lot of snow on that roof. The Board agreed to have that done. In addition, Wiers notified Stevens that they ran out of propane at the Library and Suburban said they were not available to deliver. After reporting a smell of propane in the building, Suburban did make a delivery. Stevens suggested she draft a letter to Suburban expressing their concern. The Board agreed. Bedard suggests going out to bid for the next heating season.

As a reminder, Stevens noted that the Public Hearing for SB2 will be held next Tuesday at 6pm and that it has been properly posted. In addition, the dam folks will be in to discuss their proposal for the Mill Rd dam.

The following Committee Updates were given:

- Mantegari reported that the Parks & Recreation Department is preparing for summer camp and the July 4th parade.
- Kleinman has already updated on the prior Planning Board meeting. He added that Conservation Commission meets tomorrow.
- Artimovich announced that he uploaded the video for the Budget Hearing to YouTube. He will be doing the same for Candidates Night.
- Michaud announced that the Highway Department's truck#6 is back in service.
- Bedard said she received an inquiry from a resident asking if the Recreation Commission has been changed to Parks & Recreation or just the name of the department. Mantegari responded that it only changed the department.

At 7:38pm, Kleinman opened the floor to public comment.

- Finan thanked the Planning Board and Selectboard for having previously voted him to the RPC. He said he is pleased and proud to have served on the Commission.

At 7:40pm, Mantegari made a motion, seconded by Michaud, to go in non-public session per RSA 91A:3II(a). Kleinman, Bedard, Artimovich, Mantegari and Michaud voted in favor.

At 8:20 Michaud made a motion to come out of non-public. Mantegari seconded; all voted in favor.

Mantegari made a motion to seal the minutes. Motion seconded by Michaud; all voted in favor.

At 8:22pm, a motion to adjourn was made by Artimovich and seconded by Mantegari. All voted in favor.

Respectfully submitted,
Julie Stevens