

Selectboard Minutes

April 14, 2026

Present: Robert Mantegari, Chair
Jim Michaud
Letty Bedard
Paul Kleinman
David Menter

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

Following the reading of payroll and accounts payable, the Board signed the manifest for both. Mantegari read the Treasurer's Report.

The Board reviewed the 3/31/26 and 4/7/26 minutes. Bedard noted that "Kleinman" needed to be changed to "Mantegari" as opening the meeting. She also asked that, in the paragraph related to discussion about the Selectboard Operational Guidelines & Handbook, the sentence about her reading Mantegari's proposed revisions just reflect that she read them as that is all she did. Kleinman made a motion to approve the 3/31/26 minutes as amended. Michaud seconded the motion; all voted in favor. Mantegari made a motion, seconded by Menter, to approve the 4/7/26 minutes as amended. All voted in favor. Bedard requested that the Non-public minutes from 3/31 be discussed in nonpublic session.

Michaud reported that following last week's meeting where he mentioned he's going to ask local businesses if they'd be willing to donate money towards the replacement of the "Welcome to Brentwood" sign, he heard from David Flagg of Brentwood Power Equipment. Flagg generously donated enough money to cover the entire costs of the sign, and has stated he'd be willing to pay for a replacement one for the other end of town as well. Michaud thanked him for his generosity!

Gabbie Kelly came before the Board with a powerpoint presentation from the Trash Talks sub-committee. A copy of the presentation is attached. The committee plans to be at the Brentwood Gatherings on 4/17 and at Earth Day on 4/25 with information and a survey. The committee is looking for the Selectboard's support of exploring a food scrap program and launching the survey. Michaud thanked Kelly for her remarkable presentation and made a motion to support their efforts. Menter seconded the motion; all voted in favor. Kelly mentioned that their next meeting is this Thursday from 9am-11am at Brew. They currently meet once per month.

Jeff Gardner introduced himself to everyone as the newly hired Emergency Management Director. He asked the Board if they've had an opportunity to review his proposed Facebook page. Mantegari made a motion, seconded by Michaud, to approve the Facebook page. All voted in favor. It was recommended that he turn off comments. He said he would like to assign a back-up co-administrator in case something happens to him. It was suggested that the Selectboard Chair have that role. Mantegari made a motion, seconded by Kleinman, to assign the Selectboard Chair as the co-administrator of the EM Facebook page. All voted in favor.

The Board reviewed 2 Elderly Exemptions. The assessor has reviewed their applications and determined they meet all of the requirements. Mantegari made a motion to approve the exemptions. Menter seconded the motion; all voted in favor.

Town Administrator Stevens mentioned that our assessor has asked if the Board would approve the hiring of a part-time intern for the summer to help with filing and paperwork. The Board would like more information regarding the position, such as number of hours required and suggested pay.

As a continuation from last week, the Board revisited the Police increases that were brought to the Board last week. As requested, their hire dates have been indicated. Stevens said the increases are within the budgeted amounts submitted to Selectboard and Budget Committee. Kleinman made a motion to approve the Police Department increases. Mantegari seconded the motion; all voted in favor.

Mantegari wanted to formally request that all information requests for the Town Administrator be funneled through him. This is in attempt to try to keep Stevens' work flow interruptions to a minimum. Bedard questioned if this procedure is just for the Selectboard. Mantegari responded that it would pertain to Department Heads as well and if the question/request relates to a particular Committee, perhaps the inquiry be sent directly to that Chair. He added that Stevens has requested that her office be closed to the public on Wednesdays in order to work, uninterrupted, on 2025 reconciliations. Stevens shared that Mark Kennedy, Land Use Administrator, has offered to answer questions from any residents seeking assistance, or make appointments if needed. Mantegari motioned to accept the above procedure as well as permit Stevens to close on Wednesdays; seconded by Michaud. Mantegari, Michaud, Kleinman & Menter voted in favor; Bedard abstained.

Stevens provided an update, as requested at last week's meeting, on the ages of the generators in Town. The one at the Town Office is a 1986 model and was refurbished in about 2009 and moved here from the Fire Department, the one at the Rec Center is 2008, Fire Department is 2010, and Highway 2012. Jeff Bryan, 61 Lyford Lane, being knowledgeable on generators, encourages getting the work done that was recommended by Tri-State Generator. He added that if maintained properly, generators should last 25-35 years. Bedard asked if the eventual replacement of these should be included in the Capital Improvement Plan. They all agreed it should be included and a 30-year life span should be used. Mantegari made a motion to accept the quotes for maintenance to the Town Office and Recreation generators. Michaud seconded the motion; all voted in favor.

A Statement of Interest was received from Lenore Smith for the position of Library Trustee Alternate. At their 4/8/26 meeting, the Trustees nominated and voted in favor of Lenore filling the vacant alternate position. Bedard made a motion, with a second by Michaud, to approve the appointment of Lenore Smith as an alternate to the Library Trustees for a term starting immediately and ending on 6/30/27. All voted in favor.

Stevens is in receipt of an invoice from the Library for Greg's septic in the amount of \$300 for the replacement of a baffle. This expense is related to the leak they had at the Library this past winter. The Library is asking if this can get covered in the Municipal Buildings expense line. Michaud made a motion to pay this invoice. Menter seconded the motion; all voted in favor. Mantegari made a motion that it get paid from the Building Maintenance Capital Reserve Fund. Menter seconded the motion; all voted in favor. Bedard requested that a line be added in the Government Buildings Budget for Library.

Mantegari opened the floor to Public Comment.

- Lois DeYoung of Crawley Falls Road submitted to the Selectboard 2 questions that she thinks most Brentwood residents/taxpayers are asking and have a right to know. She would like answers to both in a reasonable amount of time.

1. Why does Brentwood have such a high turnover of Town Administrators? Since January, 2025 to April, 2026, Brentwood has had two very competent Town Administrators. Both resigned. Why?
2. What is the Select Board doing to remedy this problem?

Mantegari responded that these are questions that he's already looking into. Stevens added that when she gave her resignation to Mantegari & Michaud, she spent a lot of time with them discussing a long list of concerns that drove her to her decision to resign. She added that she feels confident that they heard what she said and will work to make improvements to the extent possible. Mantegari said he is going to make every effort to make sure the next Town Administrator is not faced with the same issues and will be given every opportunity to succeed. Michaud added that they did indeed have a lengthy, comprehensive meeting with Stevens and it's deeply concerning and there are two things he wants to let the public know: 1) They heard her and understand, are working to put things in place to address them, such as allowing the office to be closed to public one day/week. 2) There are other things that they are working on that they can't talk about tonight but are and will be addressing the problems. Stevens wanted to assure the many residents that have stopped to apologize for their interruptions to her work day, that she is not referring to them.

- Jeff Bryan of 61 Lyford Lane issued a 91:A Right-to-Know Request to Bedard for access and copies of a number of public records. Bedard had questions about how she would get the requested information. Stevens responded that Block 5 can assist in retrieving the requested emails. Michaud inquired about the request regarding personal text messages. Mantegari responded that we will need to get legal advice about that.
- Diane Robinson of Rte 125 had a question - Is it usual for a Selectboard member to be in the Town Offices many days per week? Mantegari stated that they are oversight so he only comes down when asked. He said they are currently revisiting some of the procedures and processes of the Selectboard Handbook and that will be something they look into. He said it is his goal to make an environment that employees want to come to work in.
- Liz Faria of South Rd asked if the 91:A request is going to add a lot of work for Stevens. Stevens responded that other than a call to legal counsel, it should not take up much of her time.
- Jim Berlo, Scrabble Road, expressed his support for the Police Chief and is an advocate of both the Selectboard Chair and Budget Committee Chair. He continued that we need to have faith in them and let them move forward in making this Town function.

Mantegari asked for Committee updates:

- Michaud commended Police Chief Murch and Lieutenant Newman for their completion of training and receiving full-time certifications! The Road Agent met with Bell & Flynn to get quotes for the road work. Truck #2 is still being worked on.
- Kleinman noted that Planning Board had a site walk last Saturday at Chappell Tractor. They are expanding onto the adjacent lot and will be taking down the buildings there and cleaning the pond. Brett Ramsdell, PB rep to the Rockingham Planning Commission, summarized the recent meeting. Issues discussed include Hazardous Waste, 10-year Transportation Plan and Bills that have passed House & Senate that are awaiting final approval. Doug Marino added input about the Bills that have gone before Congress & Senate.
- Menter said there are a couple of events the Conservation Commission will be involved in: Brentwood Gatherings on 4/17 and Earth Day on 4/25. Their next meeting is 5/13.
- Bedard attended the Library Trustees meeting. She updated on the appointments, mentioned the Trustees appreciation of assistance received from the Highway Department, and questions about the Library Maintenance Fund that used to be in existence.

- There is a Recreation Commission meeting next week on 4/22. There will be a work session prior to the meeting to hopefully finalize the By-Laws.

Bedard mentioned that there is a conflict with her being the alternate to the Conservation Commission as they meet on the same evening as the Library Trustees. Mantegari made a motion to appoint Kleinman as the alternate to the Conservation Commission. Michaud seconded the motion; all voted in favor.

At 7:55pm Mantegari opened public comment to which there was none.

At 7:55, Mantegari made a motion to go into nonpublic per RSA 91A:3II (b) and (e). Michaud seconded the motion. Mantegari, Michaud, Bedard, Kleinman and Menter voted in favor.

At 9:25pm, a motion was made by Mantegari and seconded by Michaud to come out of nonpublic. Mantegari, Michaud, Bedard, Kleinman and Menter voted in favor. Mantegari made a motion, seconded by Kleinman, to seal the minutes. Mantegari, Michaud, Bedard, Kleinman and Menter voted in favor.

Mantegari made a motion to hire Linda Lambert as Deputy Treasurer. Michaud seconded the motion; all voted in favor.

At 9:25, Mantegari made a motion, with a second from Michaud, to adjourn. All voted in favor

Respectfully submitted,

Julie Stevens

To: Brentwood Selectboard
From: Solid Waste SubCommittee
Date: April 2026
Subject: Trash, Recycling, and Waste Reduction Options for 2026 and Beyond

Overview

This memo summarizes Brentwood's current solid waste and recycling costs, key questions the Solid Waste Committee has been exploring, and three broad scenarios for reducing both tonnage and cost. Our intent is to ground the conversation in our actual data, highlight feasible first steps, and outline areas where we need community input and Board support.

Current Program and 2025 Costs

Brentwood's current system uses Casella for trash and recycling collection, with municipal solid waste (MSW) disposal contracted separately through the Southeast Regional Refuse Disposal District with Waste Management. We currently operate a curbside, single-stream recycling program.

In calendar year 2025:

- MSW tonnage: 1,480.66 tons
- MSW collection cost: \$378,999.96
- MSW disposal cost: \$128,984.22
- Total trash program cost: approximately \$507,984

- Recycling tonnage: 347.76 tons
- Recycling collection cost: \$150,750
- Recycling processing ("disposal") cost: \$47,900.14
- Total recycling program cost: approximately \$198,650

In other words, Brentwood spent in the neighborhood of \$700,000 on trash and recycling in 2025, with trash accounting for roughly three-quarters of that total.

Key Questions

Given these numbers and regional trends, the Committee is focused on nine key questions:

1. What is actually recycled by Casella, and how much of our recycling ends up in the trash?
2. Is cardboard really the only recyclable with meaningful value?
3. What is the true cost of recycling when we include both collection and processing?

4. What is realistically feasible in Brentwood that could save money without overwhelming residents?
5. Who are the other players we might partner with (farms, compost haulers, reuse organizations)?
6. How many households might participate in composting or food-scrap diversion?
7. How quickly could we go out to RFP for collection or disposal, if we chose?
8. How can we shift our communication from “recycling” to true waste reduction?
9. Are there vendors who can support special collection days for metals, textiles, furniture, etc.?

Preliminary Findings

Recycling and value

Based on Casella’s 2025 data for Brentwood, we know how many tons we collected and what we paid to process them, but we do not yet have a detailed breakdown of our contamination rate or where each commodity ultimately goes. We plan to request more granular data from Casella.

We do know that:

- Cardboard is the most consistently valuable recyclable for towns our size.
- Metals and some plastics and paper grades also retain value, especially when clean.
- Glass is often a net cost unless there is a nearby beneficial-use outlet.

The 2025 numbers make it clear that recycling is not “free”: the town spent roughly \$199,000 on recycling services last year. However, recycling and reuse remain important tools for reducing our trash tonnage over time and preserving landfill capacity.

Waste reduction scenarios

We modeled three main scenarios using our 2026 budget estimates.

Scenario 1: Voluntary Food Scrap Diversion and Education (Low Effort / Moderate Savings)

This scenario focuses on the heaviest fraction of our trash: food waste. Studies and regional examples suggest food scraps can account for up to 20–40% of municipal trash by weight.

In Scenario 1, we assume:

- A 20% reduction in MSW tonnage through a combination of:
 - Backyard composting support (bulk purchase of discounted bins).
 - Free food-scrap drop-off at the transfer station, serviced by a regional hauler or composting farm.
 - Reuse initiatives such as an “Everything is Free” yard sale day and/or a small swap shop.

Under this modeling, reduced MSW disposal costs fall from approximately \$135,235 to \$108,188, for an estimated annual savings of about \$27,047 on disposal alone. This approach requires no changes to the Casella contract and is entirely voluntary for residents.

Scenario 2: Pay-As-You-Throw (PAYT) (High Effort / Maximum Savings)

In a PAYT model, residents purchase specialized, municipal-branded trash bags (typically \$1–\$2 each), and those who throw away less trash pay less. New Hampshire towns that have adopted bag-based PAYT programs have reported 42–54% reductions in solid waste tonnage, along with increased recycling.

For Brentwood, we modeled a conservative 40% reduction in MSW tonnage. Under that assumption, reduced MSW disposal costs drop to approximately \$81,141, for an estimated annual savings of about \$54,094 compared to our 2026 baseline.

PAYT is the single most powerful tool we examined for reducing disposal costs and total tonnage. It is also the most politically and operationally complex, and would require a thoughtful design process, substantial public education, and protections for low-income and senior households.

Scenario 3: Structural Changes (Transfer Station, Contract Structure, and Automation)

The third category of change is more structural and longer-term. Options include:

- Moving toward a transfer station model, potentially paired with PAYT, which can dramatically change how and when trash and recyclables are handled.
- Splitting contracts (collection vs. disposal) to allow Brentwood to bid each portion separately, as other NH municipalities have done.
- Transitioning to multi-stream recycling in order to improve contamination rates and increase the value of our recycling.
- Transitioning from manual collection to automated carts in order to improve route efficiency and reduce labor costs over time.

Feasibility and Timing

From a feasibility standpoint, the Committee believes the following near-term steps are realistic within the next 12–24 months:

- Launching a voluntary food-scrap diversion program (transfer station drop-off plus backyard compost support).
- Implementing reuse initiatives such as swap shops and “Everything is Free” days.
- Enhancing communication around “what goes where” and how small actions affect the town budget.
- Conducting a community survey to gauge residents’ appetite for PAYT and other changes before any formal proposal is developed.

A full RFP process for collection and/or disposal, or the adoption of a PAYT system, would require additional time. Based on typical municipal procurement timelines, a comprehensive RFP and vendor transition could take 6–12 months from initial Board direction to service start.

Community Engagement and Next Steps

To ensure any changes are grounded in resident experience and concerns, the Committee will be:

1. Creating a town-wide survey on trash, recycling, composting, and PAYT; draft questions are attached separately.
2. Presence at upcoming community events (the Brentwood Gathering on April 17 and Earth Day roadside cleanup on April 25) to:
 - Share simple visuals of our 2025 data.
 - Explain the food-scrap and PAYT scenarios in plain language.
 - Collect early feedback and build a list of interested households and volunteers.

Requested Board Support

At this stage, we are not asking the Board to choose a single scenario. We are requesting:

- Support moving forward with the community survey.
- Support for designing a voluntary food-scrap pilot program for discussion at a future meeting.
- Permission to continue exploring PAYT and contract options, using the survey results and additional data from Casella and Waste Management to refine our analysis.

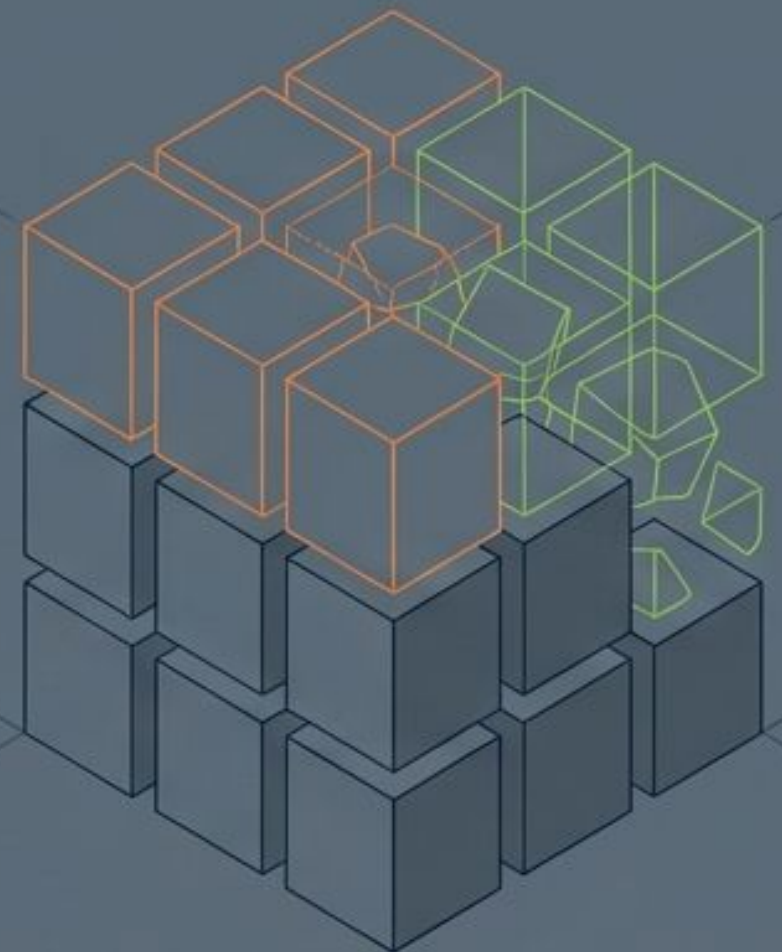
We welcome your questions, feedback, and guidance on how bold or incremental Brentwood is ready to be in this next phase.

Shrinking the Pile: Brentwood's Solid Waste Mechanics & 2026 Financial Outlook

A **data-driven** look at the true costs of municipal waste and three strategic paths to reduce town expenditures.

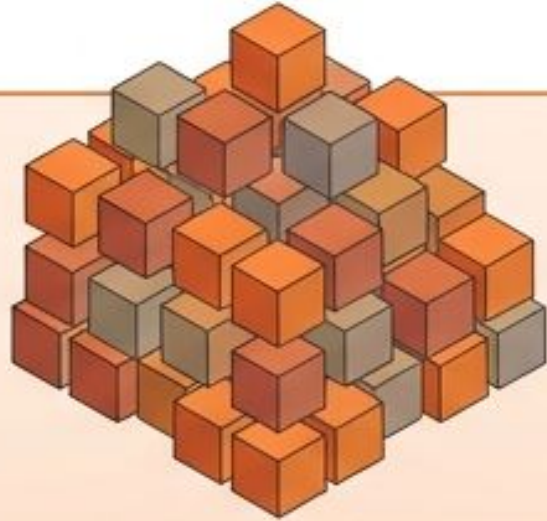
PRESENTED BY THE BRENTWOOD
SOLID WASTE COMMITTEE

APRIL 2026



The \$700,000 Question: Brentwood's 2025 Baseline

Last year, trash and recycling quietly became one of Brentwood's largest municipal line items, accounting for approximately \$700,000 in town expenditures.

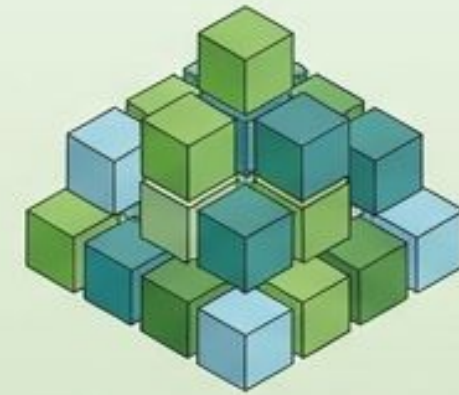


The MSW (Trash) Pile

1,480.66 Tons Landfilled



Cost: \$507,984



The Recycling Pile

347.76 Tons Processed



Cost: \$198,650

Key Insight: Tonnage equals dollars. As disposal fees rise across New Hampshire, the only reliable way to control our budget is to physically **shrink** the pile of material leaving our town.

The True Cost Ledger: Collection vs. Disposal

MSW / Trash



Collection (Trucks/Routing):
\$378,999.96



Disposal (Tipping Fees/Weight):
\$128,984.22

Total Trash: \$507,984.18

(Blended cost: \$343.08/ton)

Recycling



Collection (Trucks/Routing):
\$150,750.00



Processing (Sorting/Sales):
\$47,900.14

Total Recycling: \$198,650.14

(Blended cost: \$571.23/ton)



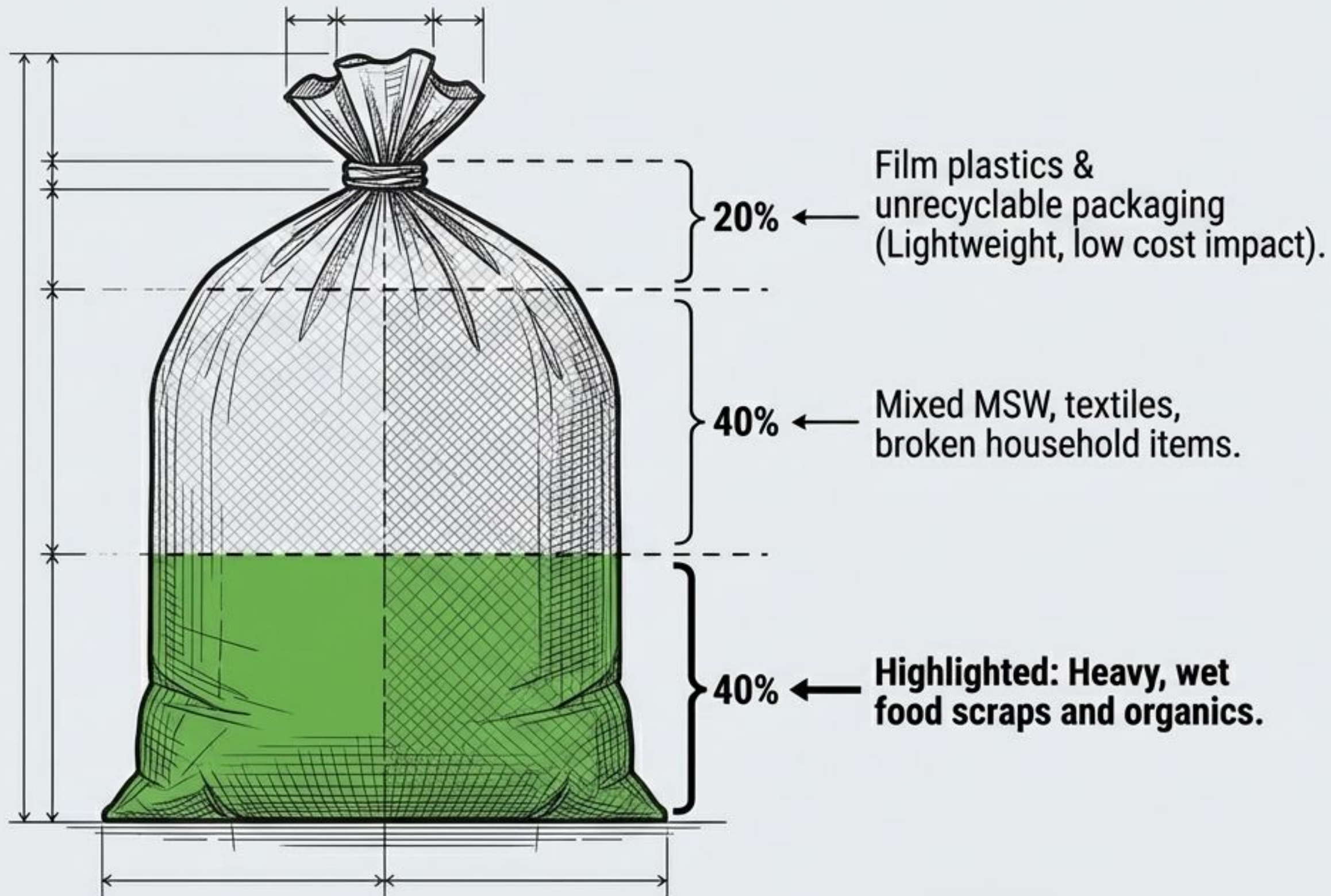
Takeaway: Collection is our fixed heavyweight cost. Disposal is our variable cost. Every ton we divert from the black bag shrinks the variable disposal line.

The Economics of the Blue Bin

Recycling is not free—it cost the town roughly \$199K last year. However, it remains a critical tool for preserving landfill capacity and diverting weight from the MSW ledger.



The Anatomy of a Brentwood Trash Bag



The Weight Problem



Food waste accounts for up to 40% of municipal garbage by weight.

Because Brentwood pays for disposal by the ton, we are essentially paying premium tax dollars to transport and bury water-logged food waste.

The Opportunity

Removing this specific, heavy fraction is the fastest way to shrink the pile.

The Waste Reduction Menu: Three Levers for 2026

	Scenario 1: Food Scrap Diversion	Scenario 2: Pay-As-You-Throw (PAYT)	Scenario 3: Structural Changes
Effort	Low/Voluntary	High/Mandatory	Very High/Long-Term
Est. MSW Reduction	20% 	40%+ 	Variable
Est. Savings	~\$27K	~\$54K	TBD
Contract Impact	None	Moderate	Major (RFP/Re-bid)

We are not choosing a single path tonight. This is a menu of options to test with the community.

Scenario 1: Voluntary Food Scrap & Reuse Diversion

The Strategy: Target the heaviest 20% of our waste stream through 100% voluntary, opt-in resident participation.



Backyard Support:
Bulk town purchase of discounted compost bins.



Transfer Station Drop-off:
Free community totes serviced by a regional hauler or local farm.



Reuse Culture:
Special "Everything is Free" town-wide swap days to keep heavy furniture/textiles out of MSW.

Projected Ledger:

The Financial Impact:

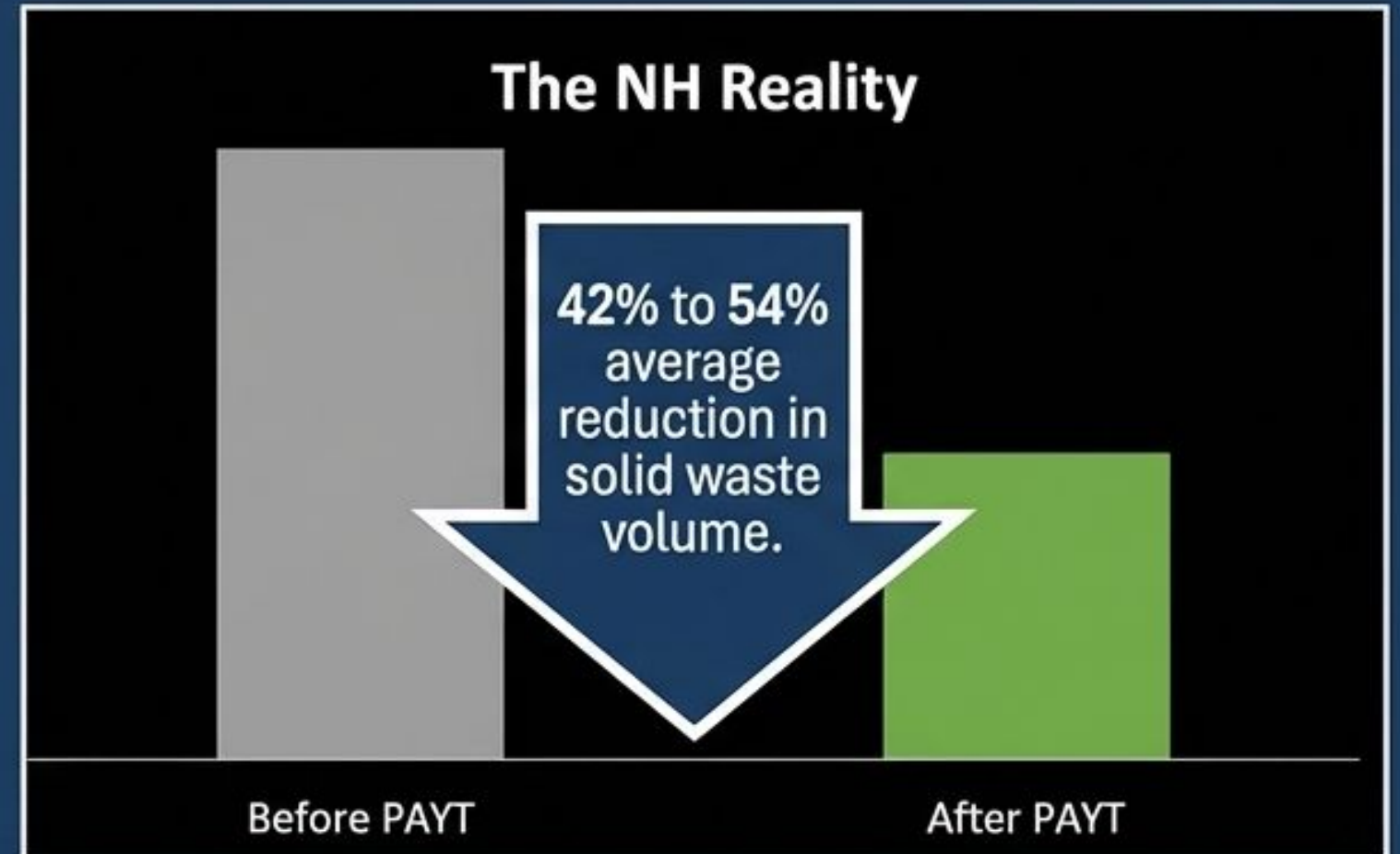
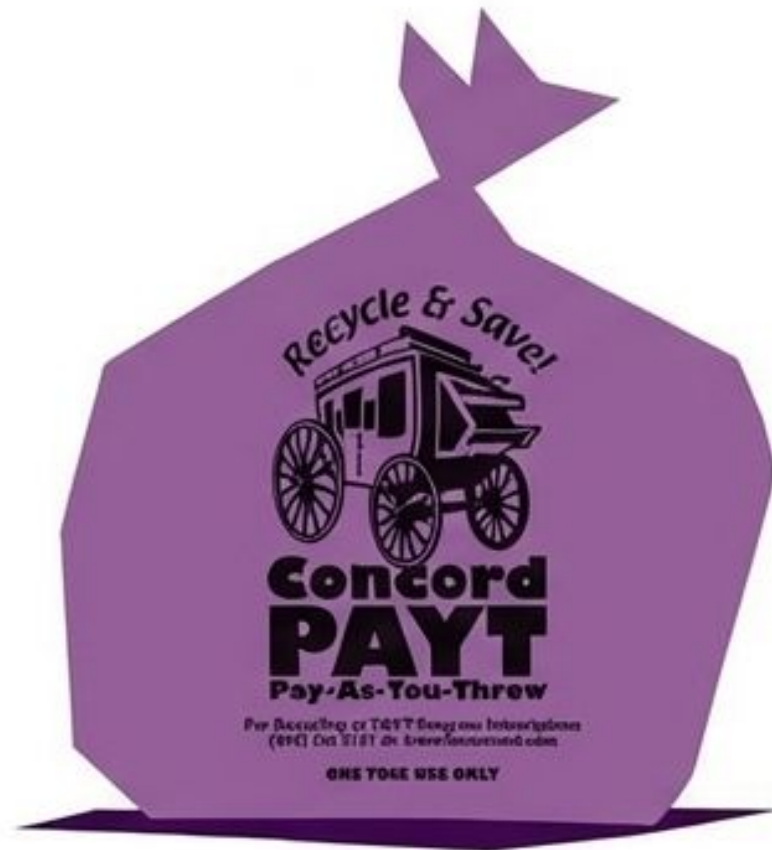
- Modeled 20% MSW reduction.
- Disposal costs drop from ~\$135K to ~\$108K.

Estimated Annual Savings: \$27,047

(Requires zero changes to the Casella contract).

Scenario 2: Pay-As-You-Throw (PAYT)

The Strategy: Shift trash costs from the general tax base to a unit-based utility model. Residents purchase municipal-branded bags (\$1-\$2 each), creating an immediate financial incentive to waste less and recycle more.



The Brentwood Model:

Modeled at a conservative 40% MSW reduction.

Estimated Annual Disposal Savings: \$54,094.

The Trade-off:

Maximum financial savings, but requires highest resident effort. Success demands rigorous public education, phased rollouts, and protections for low-income and senior households.

The Community Blueprint: Next Steps

We will not build these programs in a vacuum. The next 30 days are dedicated entirely to resident data collection.



Milestone 1: Brentwood Gathering (April 17)

- "Where Your Trash Dollars Go" visual display.
- Hands-on Compost & PAYT demonstration table.



Milestone 2: Earth Day Cleanup (April 25)

- "Weigh the Waste" physical demonstration.
- Contextualizing the 1,480-ton annual pile for residents.



Milestone 3: Town-Wide Survey (Launching April)

- Gathering hard data on resident appetite for drop-off composting, backyard bins, and feelings regarding fairness in a potential PAYT system.

Tonight's Request for the Selectboard

We are not asking you to vote on a specific waste scenario tonight. Instead, we request your support to:



Launch the Community Survey: Allow us to distribute the survey to capture accurate resident sentiment on these three scenarios.



Design a Voluntary Pilot: Greenlight the committee to draft a formal proposal for a zero-contract-change, voluntary food-scrap drop-off program for future review.



Continue Structural Research: Permit us to keep exploring PAYT logistics and alternative contract structures with Casella and Waste Management based on the incoming survey data.

By this time next year, we want to be actively shrinking our bills, not just paying them.

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