

Board of Selectmen  
Minutes May 18, 2021

Convened at 6:00 pm

Present: Ken Christiansen, Chair  
Robert Mantegari  
Andrew Artimovich  
Jon Morgan

Absent: Jonathan Frizzell

Christiansen called the meeting to order. The board opened the meeting with the Pledge of Allegiance.

The Board met and reviewed payroll, accounts payable and signed the register. The Selectmen reviewed and signed the Recreation register that consisted of 2 checks.

Mantegari made a motion, 2<sup>nd</sup> by Morgan to approve the public minutes of 4/20/2021 as written. Morgan – aye, Artimovich – aye, Mantegari – aye and Christiansen – aye. The motion carries.

Mantegari made a motion, 2<sup>nd</sup> by Artimovich to approve the public minutes of 5/4/2021 as written. Morgan – aye, Artimovich – aye, Mantegari – aye and Christiansen – aye. The motion carries.

Kip Kaiser, Building Inspector, had the following building permits to be approved this week:

- Ryan Reed, 20 Fellows Road, strip and re-roof: signed by Board.
- Julie Deon, 108 Lake Road, wire 50amp circuit for heat pump: signed by Board.
- Paul Mahoney, 26 Lebreaux Street, replace deck: signed by Board.
- David Doucet, 4 Prescott Road, 25amp mini split electrical: signed by Board.
- Leann Poesse, 69 South Road, Add 6 solar panels to existing solar array: signed by Board.
- Pathway Homes, 96 Prescott Road, plumbing for new home: signed by Board.
- 3-Ponds, LLC, 25 James Circle, plumbing for new home: signed by Board.
- 3-Ponds, LLC, 21 James Circle, plumbing for new home: signed by Board.
- Kurt Stucki, 28 Fellows Road, strip and re-roof: signed by Board.
- Todd McCartney, 47 Peabody Drive, replace existing wooden deck: signed by Board.

Joyce Gallant was in to present the weekly Treasurer's report. Please see last page to view the report.

Notes:

- 1) Flag Day Proclamation. Mantegari has volunteered to be the Select Board representative for the Flag Day Proclamation Day on June 14<sup>th</sup>, 2021 and read that there will be a flagpole and garden at the Brentwood Recreation Hall. Sophie Marrow (Girl Scout) spoke to this special day, explaining that the scouts need a flag to pledge to. Mantegari made a motion, 2<sup>nd</sup> by Artimovich to approve the Flag Day Proclamation. Morgan – aye, Artimovich – aye, Mantegari – aye and Christiansen – aye. The motion carries.
- 2) Library is requesting \$2517.50 from CRF for Maintenance of Town Owned Buildings to regrade the lawn, repair the hole in foundation and install gutters and covers to repair the water issue in the basement. Mantegari made a motion, 2<sup>nd</sup> by Artimovich to approve the Libraries request for \$2517.50 out of CRF for Maintenance of Town Owned Buildings. Morgan – aye, Artimovich – aye, Mantegari – aye and Christiansen – aye. The motion carries.

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- 3) Patriot tax cards online. Clement requests \$2500 from CRF for Municipal Software or to utilize ARPA funds if guidance allows. Clement said many residents request the Patriot card to be emailed to them. They do not find enough information on the CAI card that is available to them today. Mantegari made a motion, 2<sup>nd</sup> by Artimovich to approve the request for \$2500 out of CRF for Municipal Software if ARPA funds cannot be used. Morgan – aye, Artimovich – aye, Mantegari – aye and Christiansen – aye. The motion carries.
- 4) BOS Committee updates:
  - a. Christiansen attended the school board meeting on the first Monday in May and explained that they average \$170-175k to be returned to us in the form of revenue. This number will be confirmed at the first Monday in June meeting.
  - b. Mantegari met with the Library to discuss the drainage system to address the amphitheater. Bob Stephens (Conservation Committee) said the proposal for engineering is almost done, and that he will get that to Clement tomorrow. Liz McConnell, Library Trustee Chair, said that they have not had problems with drainage before in that area. Mantegari said there are concerns that if we take down the wood it would impact drainage system and Stephens explained they are hopeful to replace what is there with something better.
  - c. Artimovich spoke to the budget committee and said they appointed Michelle Siudut as Chair. Siudut is very interested in working with department heads and has already set up a tour with the Chief to discuss the Police department. Artimovich said it sounds like a promising partnership.
  - d. Morgan spoke to the planning board committee and said that they are currently looking at some enforcement issues and have the DES and State involved. They are looking into a strategic plan for development.
  - e. Stephens spoke about the conservation committee and that the con. comm. is doing well with just a couple of properties with issues. Stephens talked about the Exeter River/Pickpocket dam. Clement will forward the email to the BOS. Stephens said it could affect river levels upstream.

Documents to sign:

- 1) Timber warrants and certifications. Mantegari made a motion, 2<sup>nd</sup> by Artimovich to sign the timber warrants and certifications. Morgan – aye, Artimovich – aye, Mantegari – aye and Christiansen – aye. The motion carries.
- 2) Timber warrants, certifications, and abatement - COUNTY. Clement said the county pulled an intent to cut and the previous board voted to abate the timber tax for that operation. Mantegari made a motion, 2<sup>nd</sup> by Artimovich to sign the timber warrants, certifications, and abatement - COUNTY. Morgan – aye, Artimovich – aye, Mantegari – aye and Christiansen – aye. The motion carries.
- 3) Land Use Change Tax (LUCT)– Porter \$10,650. Mantegari made a motion, 2<sup>nd</sup> by Artimovich to sign LUCT - Porter. Morgan – aye, Artimovich – aye, Mantegari – aye and Christiansen – aye. The motion carries.
- 4) LUCT – Morgan \$14,000. Mantegari made a motion, 2<sup>nd</sup> by Artimovich to sign LUCT - Morgan. Morgan – abstain, Artimovich – aye, Mantegari – aye and Christiansen – aye. The motion carries.
- 5) 2021 – 1<sup>st</sup> issue Tax Warrant. Mantegari made a motion, 2<sup>nd</sup> by Artimovich to sign 2021 – 1<sup>st</sup> issue Tax Warrant. Morgan – aye, Artimovich – aye, Mantegari – aye and Christiansen – aye. The motion carries.
- 6) Current Use application for 27 Sherman Avenue. Mantegari made a motion, 2<sup>nd</sup> by Artimovich to sign the current use application for 27 Sherman Avenue to put 10 acres of land into current use. Morgan – aye, Artimovich – aye, Mantegari – aye and Christiansen – aye. The motion carries.
- 7) Abandoned property claim forms – There are 2 letters to the Treasury Department to sign allowing Clement to file a claim for abandoned Town property. Mantegari made a motion, 2<sup>nd</sup> by Artimovich to sign abandoned property claim forms. Morgan – aye, Artimovich – aye, Mantegari – aye and Christiansen – aye. The motion carries.
- 8) BOS Handbook – Morgan signed the BOS handbook.

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Daphne Woss, Town Clerk/Tax Collector – Deed Waivers. Woss was present to explain there are 4 properties that are up for deed waivers this year. It was decided that a full board should be in attendance before signing the waivers. This subject is tabled until the next BOS meeting.

Bob Stephens, SA Engineering: Mill Road bridge. Stephens explained that the State gave less than ideal scores for Mill Road bridge and it needs to be replaced. Stephens said the Municipal bridge program can pay up to 80% of the cost and it will cost approximately \$1 million to replace. Stephens went on to say that Mantegari, Clement and himself had a meeting and determined it was a good idea to get a survey done. Clement asked to waive the formal bid requirement for the survey and get at least 3 written bids. Mantegari made a motion, 2<sup>nd</sup> by Artimovich to waive the bid requirement with a minimum of 3 bids for the survey. Morgan – aye, Artimovich – aye, Mantegari – aye and Christiansen – aye. The motion carries.

Stephens explained that the SA proposal was approved for an additional \$30k last year by the BOS for construction administration, however they now need an extra \$12,500 due to funds already spent after chasing original contractor and rebidding the project once. Artimovich said the construction administration was to oversee a very junior contractor. We do not have a contractor hired to know if we will need that. Christiansen said to put this on hold for further review.

Chief Wicks was in attendance:

- 1) Officer of the month. Important to retain personnel – identify, train, and maintain officers. Wicks showed the BOS the police department metrics with the officer of the month taking home cruiser #1 for the month and an identified parking location with time off from Christmas to New Years for the Officer of the Year. Artimovich said he likes this idea; however, he would like to include more items, not just statistically driven. He said there are good stops and there are bad stops; and we do not want officers just stopping people to increase their statistics. Morgan agreed with Artimovich and Wicks explained he will add observation reports as neutral documents that recognize performance. Christiansen congratulated Wicks and his team on an outstanding job at the Steve Arkell remembrance ceremony on May 12<sup>th</sup>.
- 2) Fireman on Details. Wicks explained that on occasion the PD cannot get enough personnel to work details in the Town. He said he spoke to Chief Bird and they had discussed using fire personnel. Artimovich said that Hampton does this and they need to talk about the cruiser fees and setting up a revolving fund for the FD. Artimovich made a motion, 2<sup>nd</sup> by Mantegari to allow Firefighters to working details. Morgan – aye, Artimovich – aye, Mantegari – aye and Christiansen – aye. The motion carries.
- 3) Dragway on Sunday 5/16/2021. This was a major event with no traffic delays. The PD shut down ramps on Route 101 and had an enforcement car for driving violations.
- 4) Body cameras - \$35k. Wicks explained these would give a non-opinionated view and that we can solicit donations from town businesses and apply for federal grants. Christiansen asked about impact fees and Clement advised there is \$10k left. Morgan asked what the federal grant looks like and Clement explained that she will know more from the ARPA funds webinar she is attending next week. Clement advised that if we are soliciting for \$10k or more we must hold a public hearing to accept the funds. She suggested holding the hearing before we start soliciting for donations to also define the intent of the funds. Mantegari said a public hearing will take 30 days to post and Morgan said he is happy to make phone calls to local businesses.

Wicks spoke of a Mental Health Crisis seminar tomorrow at 6pm and Goody Coles is providing food.

Wayne Robinson, Road Agent was in attendance to discuss a property on Robinson Street that Kip Kaiser had emailed him about regarding water coming off the shoulders. He explained that the culvert had not been put in

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deep enough and there are three more properties in the same area with similar issues. Robinson spoke to John Bell who advised that it is not on Town property so we should not be doing anything. Mantegari said that it falls back on the owner. Clement said she thought there was a drainage easement on the roadway and that this culvert fell within the easement area. Christiansen said we will table this until we can confirm.

Robinson said that Dudley Road is all hot topped now and that Block Drive and Skim Milk Lane are next. Christiansen asked about the trees on Scrabble Road and Robinson explained that this is happening in July.

Christiansen asked the public audience for any comments and received none. Artimovich confirmed there were no hands raised on Zoom for discussion.

At 7:12 pm a motion was made by Mantegari, 2<sup>nd</sup> by Morgan to go into nonpublic session per RSA 91-A:3, II (c) reputation, (d) for real estate and (e) legal. Mantegari – aye, Artimovich – aye, Morgan – aye, Christiansen – aye. The motion carries.

At 7:43 pm a motion was made by Mantegari, 2<sup>nd</sup> by Artimovich, to come out of nonpublic session and seal the minutes. Mantegari – aye, Artimovich – aye, Morgan – aye, and Christiansen – aye. The motion carries.

At 7:43 pm a motion was made by Artimovich, 2<sup>nd</sup> by Mantegari to adjourn. Morgan – aye, Artimovich – aye, Mantegari – aye and Christiansen – aye. The motion carries.

Respectfully submitted,

Sarah Parkhurst

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Sheet1

WEEKLY TREASURER'S REPORT

DATE:

5/18/2021


General Fund:

TD BANK

Previous Balance:	2,025,531.90		
Deposits:	84,989.88		
Payroll:	24,532.59	DDP 24034.79	
		CHK: 497.80	
FICA:	6550.34		
to Impact Fees			
A/P: Regular	216,457.87	Swasey 198,500.00	CO-OP
Non-A/P			
void checks			
From MMA			
TO MMA			
Account Balance:	1,862,980.98		
Interest Earned YTD:	156.12		

MMA:

Unrestricted Balance:	0
Total Invested Funds	0
Interest Earned YTD:	1253.26

  
Joyce A. Gallant, Treasurer  
Jonathan Ellis, Deputy Treasurer