

Board of Selectmen  
Minutes October 5, 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 met and reviewed payroll, accounts payable and signed the register. The Selectmen reviewed and signed the Recreation register which consisted of 8 checks.

Morgan asked a question on some of the AP invoices. Morgan asked for verification on the budgets for certain line items and Clement explained that the department heads send a voucher to us specifying the account number they want the invoice paying through. Mantegari said at any point anyone needs further information on the checks to please stop the process and ask questions. Clement said it is up to the department heads to make sure they do not spend more than their budget and that Parkhurst sends a monthly budget to them all, so they know where they are at.

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

Mantegari made a motion, 2<sup>nd</sup> by Artimovich to approve the public minutes of 9/28/2021 as written. Morgan – aye, Artimovich – aye, Mantegari – aye, Christiansen - Aye. The motion carries.

Mantegari made a motion, 2<sup>nd</sup> by Artimovich to approve the non-public minutes of 9/28/2021 as written. Morgan – aye, Artimovich – aye, Mantegari – aye, Christiansen - Aye. The motion carries.

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

- New Heights Properties, 60 Middle Road, demo – 12' x 15' porch, 12' x 24' 2<sup>nd</sup> floor roof, 4' side walls and kitchen: signed by Board.
- Jonathan Morgan, 51 Lake Road, solar - 16kw OV solar roof mount split between 3 arrays: signed by Board.
- Christopher Cooper, 272 South Road, minor project – re-roof, replace windows & doors and wrap house: signed by Board.
- McLaughlin Family Trust, 21 Mill Pond Road, electrical – wire 2 electric space heaters: signed by Board.
- D&H Realty Trust, 388 Rt 125, plumbing – install 4 sinks and toilets: signed by Board.
- Nathaniel Keener, 22 Parshley Lane, electrical – wire new 3-season porch: signed by Board.
- Gregory Comtois, 14 Homestead Lane, minor project – rip and re-shingle asphalt rook: signed by Board.
- Karen Tellier, 55 Prescott Road, minor project – renovate full bathroom on first floor: signed by Board.
- Ryan Ducharme, 41 Eleanor's Way, pool – 580sq ft inground pool with patio, retaining walls and fencing: signed by Board.

Wayne Robinson, Road Agent was in attendance to discuss the new highway shed building. Mantegari said to put out a bid now that building materials are coming down in price and find a contractor. Christiansen said it will need a bathroom and office. Robinson said 50' x 100' will be big enough to put trucks and have a bigger office and we can use old building to work on trucks. Use upstairs office space for hand tools and put regular tools in drawers. Mantegari asked if it will be attached to old building or freestanding? Robinson said Morton builders built a barn on Deer Hill Road and we will get a price. Robinson

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said he knows someone in town that does cement work – could ask him about cement for the 4’ walls and floor. He doesn’t know if State needs an underground drain for water and grease. Mantegari said to look at steel buildings like an airplane hanger and Robinson said just needs 2 garage doors, one at each end. Christiansen said there is no feasible chance we could get this done before next Spring. Mantegari said we have money in the budget for that. Morgan said the town has grown a lot in the last 5 years and asked if 50’ x 100’ building and workforce is good for today and what will we need 5 years from now? Artimovich asked how many trucks fit in the building and Robinson said 7 or 8. Mantegari said we need a 50’ x 120’ building. Clement said Kip Kaiser, building inspector could come up with measurements and Morgan said that Robinson should work with Kaiser to see what we have now for capacity and project out what we will need in 10 years. Clement said we need bathrooms, showers, and locker rooms. Clement asked if we will be leaving gas and diesel and Robinson said yes, unless we need bigger tanks. Morgan asked why not be with new Police Department and Mantegari said we agreed to pause the police department committee until we have a new Police Chief. Robinson said to see how we make out with Morton builders. Morgan asked for us to get multiple quotes and Clement said we will need to put out a formal RFP.

Robinson said he had received a call from SAU16 regarding the closure of Mill Road. Clement explained that the project is on hold until Spring. Artimovich asked what the weight restriction is on the bridge and Christiansen said 15 ton. Mantegari said maximum of 3 ton per bus and Christiansen said we may need a traffic officer at that time. Robinson said he is still waiting for a price from Morton salt.

Notes:

- 1) BOS voted on 9/7 for Morgan to be the rep. on the economic development committee. He released a post last week seeking volunteers.
  - a. Morgan said he has several names so far which he will review with the Planning Board on Thursday then come back to the BOS with suggestions for the economic development committee. These names are Stefanie Beaver, Brandon Stover, Robert Span, Bob Rossman, Derek Butts, Patrick Ferrell & Deanna. Morgan gave an update on Darren Winham and asked with the Selectboard approval Winham will be the advisory in a voluntary capacity, of the economic development committee. Mantegari asked how many Morgan wants on this committee and Morgan said he needs legal, commercial retail estate and PR with the potential for a business owner. Mantegari said he will need 1 or 2 from the Planning Board. Morgan explained that Ferrell comes has 20 years PR experience, Butts has experience in sales, Rossman has 20-30 years commercial real estate experience, Span is a member of the Bar in NH, Stover is a business owner and Beaver is a professional civil engineer working towards MBA. Morgan said he would like to narrow it down with 3 definitive specialties. Mantegari said to include alternates. Morgan said they will meet every 2 weeks at least with real expectations and real work in between meetings. Clement said to set expectations for alternates to attend all meetings.
- 2) LIB is looking for \$3000 to use out of ARPA funds for an independent contractor for custodial services. Allow for this or do you want to see it included in the 2022 budget?
  - a. Artimovich asked for now or 2022 and Clement said 2022, \$20 an hour looking to hire. Artimovich asked if there is a way to put it in budget but show it offset by ARPA funds and Clement said we will see it reflected in 2022 budget and use grant funds to offset the expense. Artimovich made a motion, 2<sup>nd</sup> by Mantegari to allow LIB to use \$3000 out of ARPA funds for an independent contractor for custodial services. All in favor. The motion carries.
- 3) Door replacement project for BRC. Updated quote is \$14,906. It was agreed on a 55/45 split out of CRF for maintenance of town owned buildings. Is this price still agreeable?
  - a. Clement stated the original quote in 2019 was \$7,500 and reuse existing hardware. The 2020 quote was \$22,260. Mantegari made a motion, 2<sup>nd</sup> by Artimovich to approve the quote of \$14,906 for door replacement project at BRC. All in favor. The motion carries. Mantegari asked when this will be done, and Clement said the hope would be before Winter. Artimovich asked for a door downstairs to be handicap accessible and Clement said that is what they are going to do, alter the step for easier access.

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Documents to sign:

1) Seabrook Station Emergency Plan.

- a. Morgan made a motion, 2<sup>nd</sup> by Mantegari to sign the Seabrook Station Emergency Plan. All in favor. The motion carries.

Artimovich asked about the budgets and Christiansen said we need a full Board as there are a lot of major inputs and wants to see everyone present. Morgan asked if he could review ahead of time and Clement explained that they get a budget worksheet which will line-item out what the budget was this year, what they (department heads) have spent and what they are requesting for next year and then a line-item description for expenses. Clement said the BOS will receive this a week before their meetings to review ahead of time.

Morgan asked if we have ever looked at a trash bag program and Christiansen said this was put to the residents before by Wayne St. Hilaire and only 2 people said they would buy a trash bag. Mantegari said they did an analysis, and it was more complicated, paying for bags, into stores, and the cost analysis was not feasible. Mantegari said we have changed trash companies 3 or 4 times in the last 7 years. Christiansen said low cost was Casella and high cost was Waste Management.

At 7:02pm Mantegari made a motion, 2<sup>nd</sup> by Morgan to go in to non-public for personnel and legal. Morgan – aye, Artimovich – aye, Mantegari – aye, and Christiansen – aye. All in favor, the motion carries.

At 7:52pm 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 7:52pm Mantegari made a motion, 2<sup>nd</sup> by Artimovich to adjourn. All were in favor.

Respectfully submitted,

Sarah Parkhurst.

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WEEKLY TREASURER'S REPORT

DATE: **10/4/2021**

**General Fund:**

**TD BANK**

Previous Balance:	4,518,307.37			
Deposits:	62,720.69			
Payroll:	28,689.84	DDP: \$25,760.70		
		CHK: \$2,929.14		
FICA:	6898.87			
to Impact Fees	9,386.00	Reg A/P Cks \$42,452.37		NH Retirement \$ CO-OP: \$715,570.00
A/P: Regular FICA Return	978,287.37	Swasey: \$220,265.00		
void checks	-			
Account Balance:	3,557,765.98			
Interest Earned YTD:	1,743.05			
Former MMA	Interest Earned YTD:	1253.26		

Joyce A. Gallant, Treasurer  
Jonathan Ellis, Deputy Treasurer