

Board of Selectmen  
Minutes January 25, 2022

Convened at 6:00 pm

Present: Ken Christiansen  
Robert Mantegari  
Andrew Artimovich  
Jon Morgan

Christiansen called the meeting to order.

The Board reviewed payroll, accounts payable and signed the register.

Joyce Gallant presented the weekly Treasurer's report. Please see end of minutes to view the report.

Mantegari made a motion, 2<sup>nd</sup> by Artimovich to approve the public minutes of 01/18/2022 as written. The motion carried.

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

- Elliott Pope, 106 Pickpocket, plumbing for new dwelling: signed by Board
- Douglass Finan, 1 Gove Road, replacement glass: signed by Board
- Nate Cousins, 228 South Road, replace main panel: signed by Board
- Robert Regan, 9 Northrop Drive, solar array: signed by Board
- Mario Winter, 8 Three Ponds Drive, basement room: signed by Board
- 3 Pond LLC, 29 Three Ponds Drive, new dwelling: signed by Board

Karen Clement, Town Administrator, introduced her new administrative assistant, Tamera Peek.

Clement presented a letter to the Board from Mark Hanik, 36 Fellows Road. The letter was a request to waive the interest from his taxes that were due. The letter was dated January 12, 2022. Clement then presented a letter from Daphne Woss, Town Clerk/Tax Collector, with her recommendation to the request. Please see the attached letters at the end of the minutes. Morgan made a motion to refund the \$49.65. Artimovich 2<sup>nd</sup> the motion with an amendment that we acknowledge it is not the fault of the town clerk/tax collector's office. All were in favor.

Clement presented a subscription for Block5 for an annual renewal for the firewalls. The \$508.30 is being requested out of the Capital Reserve Fund for IT Hardware. All were in favor. Artimovich requested that the next time Block5 is in, they look into the public network access. People are unable to connect to the internet.

Mantegari asked how we could check on the discontinuation of the senior citizen discount. Christiansen has asked Clement to contact the acting manager at Comcast regarding the senior citizen discount being discontinued. Board will react based on information received.

Warrant article CRF IT Hardware: To see if the Town will vote to raise and appropriate the sum of Twenty-Five Thousand Dollars (\$25,000) to be added to the existing Information Systems Hardware Capital Reserve Fund. (Majority vote required). Artimovich asked how much was in the account currently. Clement stated there is currently sixty-one thousand dollars (\$61,000) in there. Over the next 2 years, we would be slated to upgrade the PD and town office servers. Artimovich asked how much it would be for this upgrade. Clement responded that the last upgrade was about twenty-five thousand dollars (\$25,000) each. These must be done every 5 years. The warrant covers 3 firewalls (town hall, PD, FD), switches and 39 network computers. As a point of discussion, Morgan would like us to explore more closely at cloud options and their cost. Clement will research cloud options. Mantegari motioned to recommend the warrant. Artimovich seconded. All voted in favor.

Warrant article FULL TIME FIREFIGHTER: To see if the Town will vote to establish 2 new full-time firefighter positions effective June 1, 2022, for an estimated annual wage, benefit and other related costs of \$204,364 and further vote to raise and appropriate the sum of \$115,210 for wages, benefits and other related costs for the period of June 1, 2022 to December 31, 2022. Mantegari motioned to recommend with amending it to say the first year would be offset by the use of ARPA funds. Morgan 2<sup>nd</sup> the motion. All in favor.

Board of Selectmen  
Minutes January 25, 2022

Clement presented the contract with Exeter Hospital for the DOT consortium for random drug testing. Artimovich explained we are required to do random drug tests. This allows all DOT employees to be added to a pool to be randomly selected for a drug pool. The cost is two hundred (\$200) for the year. Mantegari motioned to accept the contract and Morgan 2<sup>nd</sup> the motion. All were in favor.

Clement presented a contract from CAI for the tax maps maintenance. The contract is for three thousand one hundred dollars (\$3,100) and covers a year. It is a \$200 increase from last year. Mantegari motioned to accept the contract. It was seconded by Artimovich. All were in favor.

Lydia Perry, Office and Ticketing Manager of New England Dragway was present to discuss the upcoming race schedule and for approval of their permit to operate for the 2022 race season. Artimovich asked if there were any detail issues the previous year. Chief Sawyer responded that there were no issues except finding coverage, but that the details were able to be covered by utilizing Epping, Brentwood and the Sheriff's Department. Mantegari motioned and Morgan 2<sup>nd</sup> the motion to accept their permit request. Artimovich abstained from the vote. Three were in favor.

Dexter Swasey, 42 Ole Gordon Road, President of the Brentwood Historical Society was present to request permission to have a bake sale table at the upcoming election on March 8<sup>th</sup>. Motion to grant permission was made by Mantegari. Artimovich seconded the motion. Morgan voiced concern that all election laws be followed regarding anyone on the ballot not being permitted to be at the table. Christiansen stated all state laws will be adhered to. All in favor.

Artimovich asked if the board should discuss the swimming pool issue. The property owner at 6 Robinson Street has corresponded with the town regarding the culvert on the property. Kaiser, the building inspector, has been to the property. The statue states that the culvert is the responsibility of the homeowner and not the town. The board agrees it is a civil matter.

Liz Faria, 209 South Road, asked a question regarding the fire department staffing and the warrant article pertaining to it. She wanted clarification about what happens if it "goes down". She asked how it would affect staffing and if it would not allow the hiring of even one new fire fighter. Christiansen responded that it would then become an issue for the next board. The warrant article could be amended at the town meeting.

Bill Faria, 209 South Road, asked why we could not add 2 positions to the fire department operating budget. Christiansen explained that was attempted but failed at budget committee 4-3.

Julie Avant, Trustee of the Trust funds, was present to discuss certain Capital Reserve Funds that were opened a while ago and may need to be closed or money reallocated.

Capital Reserve Fund set up in 2005 to expand/build the new fire department. The account has less than three hundred (\$300) in the account and the project has been completed. Her suggestion is to take the money back and put it where necessary.

In 2007, there were Capital Reserves set up for the Forestry Program. There is currently \$6444.38 in the account. The selectmen were the agents to expend, but there has been no activity since 2011. Artimovich explained there used to be a forester. Morgan asked if the conservation committee would be interested on weighing in on the funds for selective cutting they do on conservation land.

The third account addressed was a fund for recycled goods made by Irving Cross. The account has remained inactive since 1997. The current balance in the account is \$5629. The money is gaining interest but has remain untouched.

Clement asked if the board wanted to address the \$23 from the Library Maintenance Fund. The account was depleted when the furnace was replaced last time. This reflects the possible interest. Mantegari asked if more money would be added to the account. Artimovich explained we would not have more money added because the library is now under the town.

Christiansen stated Clement would put together a warrant article and allow Avant to review it. If it is acceptable, it will be presented at the Town Meeting.

Board of Selectmen  
Minutes January 25, 2022

Liz McConnell, library trustee, asked what the recycling fund was for. Christiansen explained it was prior to the collection process we have today where recycling is part of the normal trash pickup. He went onto explain that prior to the expansion of the building, recycling was available every Saturday. McConnell was curious if the funds could be used to build a shelter of some sort to house the plastic being collected currently at the library. The warrant does not allow for the money to be expended, as explained by Avant.

Kim Leo, 23 Lebreux Street, asked if the money could be used for textile recycling or compost like a few other towns. Artimovich explained it could not be spent.

Christiansen made an announcement that the contract for BNL will be addressed next week.

Bill Faria, 209 South Road, asked if all 3 trusts would be on one warrant. Christiansen explained it would go back into the general fund. The warrant article would contain the funds from the library (\$23), recycling (\$5629), and fire (\$300).

Carol Belliveau, 46 Mill Road, asked if there was information on the opening of Mill Road Bridge because it was on the agenda. Mantegari explained the bid must remain open until 2/1/2022. It will be on the agenda for the next meeting.

At 6:45 pm Mantegari made a motion, 2nd by Morgan to go in to non-public for personnel. Artimovich – aye, Morgan – aye, Mantegari - aye, and Christiansen - aye. The motion carries.

At 7:07 pm a motion was made by Mantegari, 2nd by Morgan to come out of nonpublic session and seal the minutes. Artimovich – aye, Morgan – aye, Mantegari - aye, and Christiansen - aye. The motion carries.

At 7:08 pm Mantegari made a motion, 2nd by Morgan to adjourn. All were in favor.

Respectfully submitted,

Tamera Peek