

Board of Selectmen  
Minutes February 1, 2022

Convened at 6:00 pm

Present: Robert Mantegari  
Andrew Artimovich  
Jon Morgan

Mantegari 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 the report at the end of the minutes.

Artimovich made a motion, 2<sup>nd</sup> by Morgan, to approve the public minutes of 01/25/2022 as written. The motion carried.

Artimovich made a motion to accept nonpublic minutes of 1/25/2022 as written, 2<sup>nd</sup> by Morgan. The motion carried.

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

- Town of Brentwood, 190 Route 125, replacement of 5 doors: signed by Board
- Leddy Bedard, 198 Middle Road, completion of rebuild: signed by Board
- George & Robin Marquis, 28 Sherman Avenue, Electrical: signed by Board
- Crown Castle, 152 Route 27, Collocation of antennas, ancillary equipment: signed by Board
- New Height Properties, 60 Middle Rd, plumbing for new dwelling: signed by Board
- David & Courtney Klimaszewski, 28 Eleanor's Way, Installation of roof mounted solar panels: signed by Board

Janice Wiers, Library Director, was present to request use of approximately three thousand three hundred dollars (\$3,300) in impact fees for new children's room furniture. The current equipment is aging and lacks portability. The new equipment would have adjustable height tables on wheels for ease of portability and versatility, and special chairs to support adults in the children's area, as well as offer ease of cleaning. The current chairs have a textured surface, making it difficult to clean adequately. Wiers believes these will be improvements to help the growing community. According to Karen Clement, Town Administrator, the request does meet the requirements and they currently have an account balance of thirty-five thousand, six hundred seventy-eight dollars (\$35,678). The estimate proposed was based on the pricing at the time the request was put together. According to Weirs, the pricing may vary a little because some items were sale items. Her request was for some flexibility in the amount. Mantegari motioned for the release of \$3500 or less of impact fees to be used. The motion was 2<sup>nd</sup> by Artimovich. All in favor.

Mantegari opened the bid for the Mill Road bridge. The bid came in at four hundred twenty-four thousand, nine hundred fifty dollars and zero cents (\$424,950) as listed on page 5 of the bid from W.P. Davis Excavation LLC.

Bob Stephens, SA Engineering, was present to review and give a response to the bid. Mantegari stated there was talk of federal bridge aid being a priority right now. He asked for Stephens' thoughts on that. Stephens does not believe that funds will likely be available immediately. Stephens asked if this was the only bid received this round. This is the 3<sup>rd</sup> round of accepting bids. Stephens has requested time to review the bid in depth but is thankful for the proposal. His initial thoughts include the bid being higher than estimated but realizes in the current market it seems reasonable. Mantegari asked how long it would take for the review of the bid and qualifications. Stephens feels he will be able to respond in a week. Mantegari asked how many companies were reached out to. Stephens responded that at least 10 companies were requested to bid through this process. Voting on the bid will be tabled until next week after Stephens has had time to review, respond, and present back to the board. This time frame is in line with paragraph 15, section 6 of the request for bids. Karen Clement will email Stephens the entire bid packet for his review.

Bob Stephens, Conservation Commission Chair, was present to discuss the property at 41A Mill Road and a warrant article. Stephens explained that the conservation commission reached out to the land developer of Mill Road. In the discussions, it was made clear that the land was not for sale. The developer's perceived value is five million dollars (\$5,000,000) which is higher than the conservation commission was willing to request from the town for the purchase of

Board of Selectmen  
Minutes February 1, 2022

the conservation of that land. He presented a land conservation warrant article. Article as read, "Draft Land Conservation Bond Warrant Article. To see if the town will vote to raise and appropriate three million dollars (\$3,000,000) (gross budget) for purchasing land or other interests therein for conservation; three million dollars of such sum to be raised through bonds or notes in compliance with the Municipal Finance Act (RSA 33:1 et seq., as amended); to authorize the Selectboard to issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and the other terms thereof, and to take any other action they deem appropriate to effectuate the sale and/or issuance of said bonds or notes, subject, however, to the following provisions. No such bonds shall be issued with a term of maturity less than 15 years; such bonding authority shall expire at the conclusion of the fiscal year 2027; purpose of warrant articles: to conserve parcels determined by the Conservation Commission to be of strategic conservation interest to protect wildlife habitat and water resources while helping to maintain the town's rural character; where practicable such land would be made available for use of the citizens of town for recreation (i.e., hiking, biking, running, hunting, fishing, etc.) within the laws of New Hampshire. Use of the restrictions may be imposed by town, however, after purchase, to comply with future grants, easements and/or sale of property rights to permanently ease for conservation and to offset the cost to the Town, as long as such restrictions comply with the spirit of purpose, and at the discretion of the Selectmen. Land or property interests to be purchased with bond proceeds shall be acquired in the name of the town buy the Conservation Commission, subject to the approval of the Selectboard, pursuant to RSA 36-A:4."

Stephens used the warrant article from 2002 along with the Mill Road warrant to draft the warrant article presented. Mantegari asked about the pay off schedule for the bonds from 2002. Clement explained the warrant article passed for two million, but bonds were issued as they went, creating different expiration dates for the bonds based on when they were executed. All money has been depleted. Stephens reported the largest bond was nine hundred seventy-six thousand, one hundred fifty-one dollars (\$976,151) and matures in August 2028. The other bonds range from \$240,000 to \$500,000. The last date of maturity is January 2032. The fifteen year minimum and the 4 to 5-year term to spend the funds add up to 19 years from the signing of the warrant article.

Mantegari asked for public discussion on the warrant article.

Liz Faria, South Road, stated she feels this is the wrong year.

Stephens explained the commission would not be purchasing 3 million dollars in property this year nor would the town be paying that back this fiscal year. While the commission has been considering properties, they have not actually decided on any. The town would be making money available as the projects came along. It would also allow the conservation committee to approach owners when they are ready to sell. Morgan asked if the commission would approach the developer on Mill Road. The warrant would allow the developer to be approached if he "had a change of heart". It would allow other opportunities. The money would be leveraged just as it was in 2002 because it would be matched with grant funds or other state funds available for match resulting in less expended funds from the Town of Brentwood.

Rob Wofchuck, Peabody Drive, previous chair of the Conservation Committee, spoke to point out that money would not necessarily be spent this year, but instead as opportunities arise. Having access to available funds allows matching funds from grants to occur. Wofchuck feels it is an excellent time to do it. In 2008, properties were able to be protected because funds existed from the previous warrant article. Wofchuck pointed out that it is difficult to know what the economy will do but having the capacity to funds would add leverage in discussions. Referring to the previous warrant article, Wofchuck stated they were able to protect seven million dollars (\$7,000,000) worth of property making it more than a 3 to 1 leverage over the 7-8 span of time.

Stephens pointed out that it is not the Conservation Committee's intention to conserve every piece of property that goes on the market. They recognize that the town has limited resources, but there are certain pieces of property that are strategically important for conservation. He used the example of the 2/3 mile stretch of property along the Exeter River. Stephens pointed out that the warrant article would give them the ability to purchase land most important to the town.

Stephens and Wofchuck believe that about 18% of land in Brentwood is conserved. They stated that Brentwood does not have the highest amount of conserved land, but it is among the highest in the Rockingham and Strafford County area.

Mantegari stated he is for bringing warrant articles like this to the Town Meeting to allow discussion and puts it onto the legislative body to discuss and decide. Morgan and Artimovich agreed.

Board of Selectmen  
Minutes February 1, 2022

Bill Faria, South Road, voiced his thoughts that warrants carry more weight at a Town Meeting if the board will endorse or is in favor of a warrant. Faria requested the board make a motion.

Mantegari motioned to recommend the warrant article as presented. Artimovich 2<sup>nd</sup> the motion. All were in favor. Karen Clement, Town Administrator, stated this warrant article would require a separate public hearing. Stephens requested to make a grammatical change prior to be the document being sent to town counsel. Clement requested the document in Word format which Stephens agreed to.

Kate Parks, Middle Road, asked if any impact studies had been done or handed in for the 41A Middle Road project. Artimovich explained that it was a planning board responsibility, not selectmen board, at this point.

Ned Matson, Mill Road, was present to discuss opposition to the 41A Mill Road. He was representing a group from Mill Falls to go on the record to state their opposition. He expressed concerned for the river, road, and water that could be affected by the project. He compared the project to Three Ponds where they have municipal water source and a state road, while the Mill Road project is different. He believes the traffic would be tripled with the proposed 75 units. He feels it is a safety issue to increase traffic on a road that is already “falling apart”. Artimovich responded that all points mentioned by Matson are for planning board not selectmen purview.

Mark Young, Fellows Road, was present to voice his concern about the Mill Road project and to go on record for his opposition. He stated he was not opposed to age restrictive development. His concern was regarding the scope and location of the project in addition to the existing condition of the road. Mantegari responded that paving plans have been paused until a decision about the project occurs. In addition, Mantegari stated the bridge project is still pending. Both of those issues fall under the scope of the planning board. Mantegari is unsure of what stage they are at. Mantegari asked Morgan to speak on behalf of the planning board. Morgan explained they have received the conceptual plans but are awaiting the formal application submission. He expects the application to be submitted before Town Meeting. The planning board did vote to remove the 55+ language from town ordinances. The next planning board meeting is this Thursday, February 3, 2022.

Mantegari presented the Warrant Article for the police department capital reserve fund to see if the town will vote and fund \$25,000 to be added to the existing police facility capital reserve fund. Clement stated that it was level funded to what was put in last year and she was uncertain if the board wants to move ahead with a similar article. Mantegari explained they are currently on pause because of the administrative change but feels it would be prudent because we know we need the station. Artimovich stated we only need money for engineering and plans. Clement explained there is currently \$75,000 in the account. Artimovich feels anymore than what is in there is unnecessary at this point. Mantegari suggested the article be tabled for now.

Mantegari presented the Warrant Article CRF Repair of Town Bridges: 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 Repair Town Bridges Capital Reserve Fund. (Majority vote required). This warrant article was tabled for the year.

Data operations form was presented to the board for signature. The form updates the contacts for E911. Artimovich motioned to accept the updates. Morgan 2<sup>nd</sup> the motion. Mantegari signed the updated form.

Planning board zoning amendments. Mantegari asked Morgan to walk the board through the amendments, but there was nothing in writing available to him. Artimovich suggested that they wait until they can get a full copy from Andrea Bickum, planning board. Karen Clement will obtain a full copy from Bickum and will submit it to the board for their review.

Mantegari stated their will be a Seabrook drill on Wednesday, February 9. Clement asked for a commitment from one of the selectmen to be in attendance. Morgan has agreed to attend. Artimovich will attend in Morgan’s place if he is unable to attend. The start time is between 8-9am and end time will depend on how the drill goes. Clement will call Morgan once she is notified that they drill has been activated. Artimovich explained there will not be an exact time because it is supposed to be as “real” as possible.

Clement presented the board with appointment slips. Michelle Siudut to a 3-year term as an alternate position to the conservation committee. Doug Cowie also to a 3-year term as an alternate position to the conservation committee. Melody Santos moved from an alternate to a 1-year full member of the library of trustees. Mantegari motioned these changes to be accepted. Artimovich 2<sup>nd</sup> the motion. All were in favor. Appointment slips were signed.

Board of Selectmen  
Minutes February 1, 2022

Brentwood Newsletter contract was addressed. Artimovich stated he has a draft copy of the contract. He asked if they had been reached out to for discussion since typically contracts have dialogue and negotiation that occurs. Clement spoke with Julie Avant after she left the meeting last week. Avant was to reach out to Robin Wrighton, but Clement has not heard back yet, and they were not present at the meeting. Mantegari would like something sent to them for their review and start a discussion. He would also like Avant and Wrighton to be invited to a meeting. He stated he was reached out to about some possible changes to the newsletter frequency to help with the cost increase. Artimovich asked if Clement had received anything from them in response to the last meeting. Clement responded that she has not received anything at this point.

Morgan thinks that the existing document is a good framework to open dialogue. Artimovich would like to have a minimum number of pages added to the document before it is sent to them for their review. Morgan has requested the language of reduced/deferred be removed from the contract. He also requested that opinion stuff be limited to the town and that if a person is called out that he/she be given an opportunity to respond in that same issue. Morgan feels that if a person is personally attacked, they be given an opportunity to respond in real time. Mantegari would like a draft watermark placed on the document. Artimovich requested a revision date be added to the footer of the document. Mantegari would like a response from them with confirmation that they will be attending the meeting. Clement will send the document and ask when they would be able to meet with the board. Mantegari would like to have a full board available for the discussion.

Ward Byrne, Rowell Road East, asked what happens if the Brentwood Newsletter contract is not responded to. Mantegari answered that he was unsure. Byrne asked if anyone had personally reached out to Robin Wrighton. Clement stated that Ken Christiansen has spoken with her.

Liz Faria, South Road, suggested possibly changing when the issues go out. Rather than monthly, she suggested February & March (election focused) issue, April has the business cards, May & June issue, July & August issue, September – October issue, November – December (or holiday) issue. She pointed out that the reduction of issues would cost less. Faria also stated she would be willing to volunteer to deliver to places such as Mill Road Senior Housing, 3 Ponds Clubhouse, library and town offices to help cut down on postage. Faria expressed concern for the workload of the editor in responding to people who would need a rebuttal in the newsletter. Morgan explained the respectful thing is to give the opportunity for the person being attacked to respond in real time.

Jim Hajjar, Mohawk Lane, asked if it is common for the board to be dealing with contracts in public meetings. Mantegari responded that it is not typical. Morgan responded that there are contracts with vendors. Mantegari also explained that there was a meeting and there was an expectation for board to set some type of standards of agreement for the type of subscription services the town receives.

Janice Wiers, Library Director asked if the number of pages in the newsletter would be expanded since groups like the rec and library would have twice as much news to put out in any given month. Mantegari was unsure of those details.

Mantegari announced the formal acceptance of John Ventura as the new Chief Police of Brentwood. He will be sworn in on March 1, 2022. His salary starts at ninety-seven thousand, five hundred dollars (\$97,500). He is coming from Wakefield, NH Police Department, but he resides in Newton, NH. He started his career in East Kingston/Danville area.

Bill Faria, South Road, asked if the new police chief is a prosecutor and if he will be the prosecutor for Brentwood. Artimovich responded that John Ventura is an attorney, and the decision of prosecutor would be up to Ventura, as it is his department.

Liz Faria, South Road, asked if the February 1 was the deadline for warrant articles. Clement confirmed that it was.

Ward Byrne, Rowell Road East, asked when the budget numbers would be talked about in public. Artimovich responded that there will be a budget meeting on Wednesday, February 9, 2022. Byrne went on to say he was alarmed there was a 20% increase in salaries according to the Brentwood Newsletter and questioned how those totals were arrived at. Mantegari stated no employees were receiving an increase of that amount. Clement explained there was a wage adjustment survey done by comparing wages to 6 other towns chosen by the budget committee. Positions and their earnings were compared between Brentwood and towns such as Sandown, Danville, and Fremont. Wage adjustments were done to bring Brentwood employees up to those of six surrounding communities. The percentage of increase varied based on that information. Clement went on to explain that the costs were off set by the elimination of a position in town office and benefits costs. Artimovich also responded explaining that some companies, Wal-Mart for example, are paying employees a lot

Board of Selectmen  
Minutes February 1, 2022

more to fill the positions in their warehouse. Byrne also stated that he believed employees only work 32 hours a week. Clement, along with all board members stated that was not accurate.

Bill Faria, South Road, stated that when the public identifies themselves when speaking, that there's no need to give the street number. He feels street name should be sufficient. Faria also asked if it was true that the rec department was not running a February vacation camp. Clement responded that the rec department has tried a few years to get it off the ground, but there was not enough interest. Faria asked if it was counselor issue or children participant issue. Clement explained the street number added to the minutes was developed quite sometime ago but was the board's preference. The board agrees the street number does not need to be added to the address of those speaking at meetings.

The budget hearing is 2/9/2022 at the recreation center.

At 7:15pm, Mantegari made a motion to adjourn the meeting. Artimovich seconded the motion. All were in favor.

Respectfully submitted,

Tamera Peek

WEEKLY TREASURER'S REPORT				
<b>DATE:</b>		<b>2/1/2022</b>		
<b>General Fund:</b>		<b>TD BANK</b>		
	Previous Balance:	6,651,836.56		
	Deposits:	62,476.56		
	Payroll:	25,756.03	DDP: \$25,531.87	
			CHK: \$224.16	
	FICA:	6666.66		
	to Impact Fees		Reg A/P Cks \$	NH Retirement \$
	A/P: Regular	750,855.22	Swasey : \$198,683.00	CO-OP: \$498,219.00
	Transfer to Rec void checks			
	Account Balance:	5,931,035.21		
	Interest Earned YTD:	654.39		
Former MMA	Interest Earned YTD:			