

Selectboard Minutes
May 3, 2022

Meeting convened at 6:00 pm

Present: Andrew Artimovich
Jennifer Jones
Robert Mantegari
Russ Kelly
Jon Morgan (via zoom)

Artimovich called the meeting to order.

A moment of silence was observed in memory of Officer Stephen Arkell who lost his life in the line of duty May 12, 2014.

Mantegari motioned, seconded by Kelly, for Jon Morgan to attend remotely. Artimovich – aye; Jones – aye; Mantegari – aye; Kelly – aye.

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

Mantegari motioned, seconded by Kelly, to approve the consent agenda covering the treasurer's report, building permits, recreation checks, public and non-public minutes from 4/19/2022. Artimovich – aye; Jones – aye; Mantegari – aye; Kelly – aye; Morgan – aye.

Karen Clement, Town Administrator, presented information requested by Morgan on the infrastructure bill funding to extend water service on Route 125. She shared information on three possible options.

- Drinking Water State Recovery Fund – application process is used in conjunction with ARPA funding. As part of the American Rescue Recovery Act (ARPA), The Bipartisan Infrastructure Law made federal funding available to be used to rebuild America's roads, bridges and rails, expand access to clean drinking water, ensure every American has access to high-speed internet, tackle the climate crisis, advance environmental justice, and invest in communities that have too often been left behind.

The federal funds are awarded to each state who will then be responsible for allocating funds to various municipalities for infrastructure projects. The state of NH was allocated \$5M as part of the Bipartisan Infrastructure Law (BIL).

To apply for funding, you need to apply to the Drinking Water State Revolving Fund (DWSRF). This application awards funding for SRF loans and/or ARPA funding. This grant is for shovel ready construction projects and is geared towards improving drinking water due to contamination primarily. Projects related to growth and development are NOT allowed in this round of funding.

- Planning Grant Program – process is opening in fall of 2022 with awards given in early 2023. The town could apply for up to \$50,000 in grant funding for a feasibility study. Clement pointed out it is not a quick process but could be accessed.
- Drinking Water Trust Fund – these funds could be made available sooner than the Planning Grant Program funds. Before the town could apply for those funds, it would need to outline the overview, location, and growth potential. The town would also need to demonstrate that it would not be depleting or negatively impacting Epping's water supply so Epping Board of Selectmen would need to be involved. Communication could also be extended to Kingston to see if there is interest in extending the water lines past the town line.

Mantegari asked if Kingston currently has water service. Clement responded they do not, and the conversation would be to help decide if they wanted to continue the service from Brentwood into Kingston. Morgan explained there is an economic development meeting on May 4 and requested a copy of the draft minutes for that meeting. Clement responded she could send him the information electronically if the minutes were not available.

Mantegari asked Morgan if Epping has an economic development committee. Morgan responded that he does not think they do, but he will connect with one of their current or possibly former Selectmen to inquire. Jones asked if there is Epping town water to the border of Brentwood. Artimovich responded he thinks the water service goes to the area of Burger King.

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Clement shared a request for the acceptance of a late Veteran's Tax Credit application. She explained the applications are due April 15 of each year. This application was submitted April 21. The applicant asked if the board would consider accepting the late submission. Artimovich asked if the applicant provided a reason for the lateness. Clement responded they did not provide a reason for the missed deadline. Mantegari stated the applicant is welcome to come before the board to request reconsideration or reapply next year.

Mantegari motioned, seconded by Jones, to accept the appointment slips for alternates to the Conservation Commission for Matt Lipinski serving a 1-year term and Becky Dunham serving a 3-year term. Artimovich – aye; Jones – aye; Mantegari – aye; Kelly – aye; Morgan – aye.

Mantegari motioned, seconded by Kelly, to accept the appointment slip for Julie Velevis to serve a 3-year term as an a member to the Recreation Commission. Artimovich – aye; Jones – aye; Mantegari – aye; Kelly – aye; Morgan – aye.

Mantegari motioned, seconded by Kelly, to accept the three fully reviewed and approved Veteran credit applications. Artimovich – aye; Jones – aye; Mantegari – aye; Kelly – aye; Morgan – aye.

Bob Stephens, Northrup Drive, asked for clarification on the applications. Artimovich responded the applications were received by the deadline and are for a \$600 credit against their taxes.

Clement presented information on two abatement requests. She explained the contracted assessor, Jim Michaud, has made the following recommendations after reviewing the application and information:

- lowering the assessment of a home in Three Ponds Drive from \$426,800 to \$419,400 based on being taxed for a fireplace that does not exist in the home. Mantegari motioned, seconded by Jones, to accept the abatement recommendation of Jim Michaud. Artimovich – aye; Jones – aye; Mantegari – aye; Kelly – aye; Morgan – aye.
- lowering the assessment of 2 Kadra Street from \$139,000 to \$67,400 because a dilapidated building was demolished on the property. Mantegari motioned, seconded by Jones, to accept the abatement recommendation of Jim Michaud on this property. Artimovich – aye; Jones – aye; Mantegari – aye; Kelly – aye; Morgan – aye.

Clement explained the contract with WP Davis has been signed for the Mill Road Bridge project. She also shared the insurance certificates have been received and the performance bonds have been posted. Stephens and Associates would recommend issuing the notice to proceed. Mantegari motioned, seconded by Jones, to accept the recommendation to proceed. Artimovich – aye; Jones – aye; Mantegari – aye; Kelly – aye; Morgan – aye.

Mantegari asked Bob Stephens, from Stephens & Associates, when the project was slated to begin. Stephens responded July 1 unless the conditions are favorable allowing them to start sooner.

Michelle Siudut, Middle Road, asked if the Mill Road development occurs if it will have any impact on the bridge project. Mantegari responded that the town chose not to pave this year. He went on to explain that the bridge is one the red list and needs to be redone. He proceeded to explain the bridge will be designed properly to uphold the increased traffic and development. Artimovich explained the work being done is repair work not the building of a new bridge. Stephens defined the work as underpinning or foundational work.

Becky Dunham, Regional Association Chairperson, was present to discuss her recommendations and explain the process of deciding what charitable organizations to fund. The committee was established in 2019 following a Town Meeting. Following a public meeting, the process was developed for the application process. Dunham continued explaining the process of the request for organizations to fill out the application completely and provide supportive materials. She also shared information on how the committee decides to provide funds to the organizations. Dunham referenced a memo in her explanation which can be found at the end of the minutes.

Dunham explained the deadline for application submission is October 30th. The committee met in February to review the applications assessing the value to the town and its residents. The committee decided to fund six of the 9 charitable organizations totaling \$12,790. Dunham explained the decisions were not always unanimous, but they were able to use application information, input from the welfare director, and assessment of the services provided to residents to make decisions.

Artimovich asked for clarification on the email Dunham spoke about in the memorandum she read. Dunham responded the email would be sent by Clement on town letterhead using information the committee will provide to her.

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Jones asked Dunham about the amount that is approved on applications. Dunham replied that sometimes the amount is over approved and other times it is under approved. Dunham shared she feels Brentwood is a very generous town.

Artimovich listed the charitable organizations being funded this year:

- Community Children's Fund \$1,000
- Rockingham Nutrition/Meals on Wheels \$2,040
- Richie McFarland Children's Center \$3,300
- Rockingham Community Action (SNHS) \$5,700
- TASC \$750

Mantegari motioned, seconded by Jones, to appoint Michelle Siudut and Laura Hajjar to 3-year terms to the Regional Association Committee. Artimovich – aye; Jones – aye; Mantegari – aye; Kelly – aye; Morgan – aye. Artimovich shared that anyone interested in attending the meetings are welcome to attend. Dunham added the meetings are posted in advance.

Laura Hajjar, Mohawk Lane, commented how smoothly the meeting can fit in a two-hour window because of all the work Dunham does in advance of the meeting. She wanted to be sure people knew how hard Dunham works on it.

Michelle Siudut, Middle Road, commented Dunham does research on the organizations ahead of the meeting as well. She wanted people to know Dunham does a great job.

Bob Stephens, Northrup Drive, commented Dunham does a great job gathering the information for them to make decisions.

Dexter Swasey, President of Historical Society, was present to make two requests for maintenance of town buildings. Swasey explained the Historical Society is putting in for a grant to repair the stage curtain. He stated Linda Rousseau is responsible for submitting the grant with the assistance of a representative from curtains without borders. Swasey went onto explain there is a hole in the plaster ceiling above the curtain. He further explained part of the criteria of the curtain being repaired is the request for the ceiling to be fixed ahead of time repair. Artimovich motioned, seconded by Mantegari, to expend funds out of capital reserves for building maintenance in the amount of \$800. Jones asked if there was water damage that caused the plaster issue. Swasey replied it was due to some smoke detector work done in the attic that caused it. Artimovich – aye; Jones – aye; Mantegari – aye; Kelly – aye; Morgan – aye.

Dexter Swasey, President of Historical Society, also presented information on some electrical work needed for the grange triggered by the fire department. Swasey explained there is a need for three illuminated exit signs upstairs. He continued to explain some other items in need of attention include the need for additional outlets and motion lights for safety. Artimovich motioned, seconded by Mantegari, to expend funds out of capital reserves for building maintenance up to \$5,910. Jones asked if there is a Historical Society line item in the budget. Artimovich responded there is not. Mantegari explained it comes out of the building maintenance account. Jones asked if there is a high risk of damage to the plaster with the electrical project. Swasey responded there was no anticipation of further damage. Artimovich – aye; Jones – aye; Mantegari – aye; Kelly – aye; Morgan – aye.

Becky Dunham, Historical Society, announced there is a free open house event on May 7th at 10am with the dedication occurring at 10:30am.

Artimovich invited discussion about the communications subcommittee. Clement presented the board with names of five (5) residents previously expressing interest and letters of interest from Letty Bedard and Becky Dunham. In addition, Clement shared Janice Wiers, library director and Andy Gray, recreation director, expressed interest in being part of the subcommittee. There was discussion about the length of term for the members and the voting permissions for the employees joining the committee. Mantegari motioned, Jones seconded, to form a communications subcommittee of seven (7) residents and three (3) employees as advisory members. Artimovich – aye; Jones – aye; Mantegari – aye; Kelly – aye; Morgan – aye.

Artimovich motioned the following residents be appointed to the communications subcommittee: Stefanie Lewendon, Bridget Zacher, Denette Schlager, Josh Bertoulin, Steven Dawson, Rebecca Dunham, and Letty Bedard. Mantegari seconded the motion. Artimovich – aye; Jones – aye; Mantegari – aye; Kelly – aye; Morgan – aye.

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Karen Veinotte, Windsor Lane, asked how the public became aware of the formation of this committee and the need to apply. Artimovich responded it was discussed at the last selectboard meeting and it was published on the website. Artimovich added the terms are one-year terms. Mantegari stated the meetings would all be public.

Michelle Siudut, Middle Road, asked how the formation of the committee came to be. Artimovich responded it was through Jones. Jones responded it was through Stefanie Lewendon who had approached the board a year prior with a proposal in forming something like the communications subcommittee. Artimovich explained the plan is to get information out in real time not just once a month with the newsletter. Mantegari added the website will also be a focus. Artimovich expressed interest in someone taking over the audio/visual operations. Jones added the goal is to establish transparent communication of all committees. Mantegari also pointed out the cost of the website is large. He added it would be great to get the most use of the website.

Liz Faria, South Road, asked if the subcommittee would present their ideas to the Selectboard. Mantegari responded the subcommittee would present their recommendations. Faria expressed her concerns that it appears there is a lot for the subcommittee to focus on. Jones responded the subcommittee plans to start out small with concrete projects to help improve communication. She explained they may begin with a town Facebook page designed to be fully informational with no commenting. Jones also offered examples of election results, warrant articles, and zoning ordinances as items that could be covered on the Facebook page.

Becky Dunham, Block Drive, expressed her concern that not all residents utilize Facebook or the internet.

Michelle Siudut, Middle Road, asked when the committee was brought up. Jones responded it was first proposed last year before the previous board. She also stated she was not sure what action was taken at that time. Siudut asked if the volunteers were already chosen at the last board meeting. Jones responded Lewendon had recruited some people who were willing to volunteer and then Clement posted the information about the committee looking for additional volunteers and interested parties. Siudut asked Jones why she did not include this information in the "Selectboard Corner" of the newsletter. Jones replied that she was not aware they would be voting on the subcommittee at this meeting. Siudut commented her feelings that the formation was not transparent. Artimovich pointed out it was done in a public meeting and the meetings of the subcommittee will be posted as they will be public meetings. He also stated it was on video and audio as part of a public meeting and there were no secret meetings.

Liz Faria, South Road, asked if there was any chance the subcommittee could be kept open for two (2) more volunteers since some people are just learning about its formation. Artimovich stated he would be open to having alternates presented to the board in the future. Mantegari added if a resident is interested, to express that. Artimovich added residents who are not members of the committee can still attend the meetings and discuss their thoughts.

Dick Chamberlain, Crawley Falls Road, shared a few thoughts about the communications subcommittee. He stated he read the minutes from the last meeting where he felt the discussion was well outlined in the paragraphs explaining the proposal. Chamberlain asked if the committee was birthed out of the lack of civility over the last year. He also shared he believes it will be enormously important that priorities be absent of people's own personal agendas. Jones responded the intent is for the committee to be transparent with everyone in town. Chamberlain expressed his support of the committee.

Daphne Woss, Town Clerk/Tax Collector, was present to read a memo about the rabies clinic. Her statement can be found at the end of minutes.

Daphne Woss, Town Clerk/Tax Collector, presented the board with information on nine properties (7 owners) that could be deeded on May 19, 2022. The board asked for clarification of the information pertained with the address. Woss explained L/B is land/building, B/O is building only, and L/O is land only. She explained the lien is for 2019 taxes. Jones asked how the tax deed waiver worked. Woss explained it is a non-binding waiver and there is no set length of time. Mantegari asked for information on the interest rates. Woss explained the rate was 18% for 2019 and is now 14%. Jones inquired if any of the owners represented on the spreadsheet have expressed desires to make payment plans. Woss responded the owners have not reached out at this point.

Woss offered the deed waivers for signature. Artimovich suggested they wait until 5/19/22. Woss explained waiting until that date will be the deed date. Artimovich explained historically the owners have been given the opportunity to speak to the board about their liens. Mantegari stated the board would like to invite the owners to come in for non-public session to discuss their situation at the May 17 selectboard meeting. Artimovich addressed a comment from the audience about the information being public. He explained under their reputation of why they are having hardships is nonpublic portion of what would be discussed. Jones asked if the owners come in that

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night if there would be time for the board to sign waivers. Woss responded they could sign waivers that night. Mantegari reiterated the plan was for the owners to be offered the opportunity to come to meeting at 6pm on May 17th. Clement will reach out to the homeowners to notify them of the opportunity to attend the May 17 meeting.

Letty Bedard, Middle Road, speaking on behalf of herself and no boards she represents, stated she believes tax lien meetings have happened in public meeting in the past.

Robin Wrighton, Middle Road, asked for the total of the outstanding taxes for 2019. Mantegari reported the amount was calculated as \$46,447.97. Wrighton asked when the last time the town took someone's property for tax liens. Artimovich responded it was in 2019. Wrighton asked if the property is listed for sale. Artimovich responded the town has not faced that yet. He explained the town can only recoup money owed on taxes. The remainder would go to the estate, trust, or owner which means it would have to be sold on the open market.

Kelly shared his thoughts on the communications committee issue. He believes there is underlying tension about the committee. Kelly offered his thoughts that the newsletter and committee will serve different purposes. He expressed his feelings about the website not being very user friendly. He believes each is uniquely different. Kelly believes the town can do better with communication.

Mantegari shared he believes the goal of the committee is to disperse facts. He used the example of the warrant articles with the past election and how a clear avenue for information to be dispersed could be beneficial in the future.

Jones offered a recap of a school board meeting she attended last night. The board elected to encumber \$150,000 to pave the Swasey School parking lot. Mantegari asked what the current student population is. Letty Bedard offered the answer as 303 as of May 2, 2022.

Kelly offered information on the ZBA. He explained during a training from NH Municipal Association (NHMA), he learned NHMA discourages a Selectboard member from serving as a voting member. Kelly presented that to the ZBA at the last meeting, but there was no issue expressed by other members. He spoke on one topic discussed at the latest meeting involving Great Bay Investments LLC. They have decided to go "back to the drawing board" because their intended plan would involve rezoning.

Becky Dunham, Block Drive, asked what the timing of the communications subcommittee meeting would be. Artimovich stated the next meeting will occur after the next publication of the newsletter so it can be posted there.

Janice Wiers, library director, shared her reason for being part of the communications committee. She explained one of the roles of the library is communication. She also shared there is no agenda of her joining the committee. Wiers explained she just wants to be involved and part of a cohesive unit. She welcomed questions and concerns be addressed to her.

Robin Wrighton, Middle Road, requested the town put the Brentwood Newsletter back on the town website.

Letty Bedard, Middle Road, speaking as a resident, asked if the town has considered putting solar panels in places other than the fire department to allow the school to benefit from them to help offset the electricity use. Artimovich explained the current panels back feed the power grid to allow credit for usage of all the town buildings. Clement explained the reason the school was not included is because of the plan currently in place. She added the usage is up to 100AC which is the maximum the town could apply for on the permit it used. Morgan added he believes the metering has changed. Artimovich stated it is something that could be investigated.

Liz Faria, South Road, made a statement about the abatement of Three Ponds property. She questioned how the pricing could be as low as it was. Artimovich explained it had to do with the property being assessed for a fireplace that they did not have.

At 7:45pm, Mantegari made a motion to enter non-public meeting for legal, personnel, and hiring. The motion was seconded by Jones. Artimovich – aye; Jones – aye; Mantegari – aye; Kelly – aye; Morgan – aye;

At 8:12pm, Mantegari motioned to come out of nonpublic and seal the minutes from the non-public meeting. Jones seconded the motion. Artimovich – aye; Jones – aye; Mantegari – aye; Kelly – aye; Morgan – aye.

At 8:12pm Mantegari made a motion to adjourn. Jones seconded the motion. Artimovich – aye; Jones – aye; Mantegari – aye; Kelly – aye; Morgan – aye.

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Respectfully submitted,

Tamera Peek

WEEKLY TREASURER'S REPORT			
DATE:		5/3/2022	
General Fund:		TD BANK	
Previous Balance:		3,392,751.38	
Deposits:		47,581.67	
Payroll:		31,501.47	DDP: \$29,900.31 CHK: \$1,601.16
FICA:		6955.83	
to Impact Fees			Reg A/P Cks \$41,273.89 NH Retirement \$
A/P: Regular		738,175.89	Swasey : \$198,683.00 CO-OP: \$498,219.00
CC pd to Rec from GF void checks		45.00	
Account Balance:		2,663,654.86	
Interest Earned YTD:		1,949.58	
Joyce A. Gallant, Treasurer			

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We had a very successful Rabies Clinic that was hosted by our Brentwood Fire Department on April 23rd. I would like to sincerely thank Chief Bird, along with Jack Bryan, Trevor Whitby, Katarina Tennant and her son Erik. They set up and cleaned up and were very kind. Along with Katarina, my assistant clerk Heather Haggett and her mother Priscilla were a huge help filling out the rabies forms and greeting our occasionally frightened guests. Police Chief Ventura was kind enough to lend us Matt Kelly. Renee King, the animal control officer in Fremont helped organize the Clinic and helped with advertising. We were able to provide 64 cats/dogs with a rabies shot and 11 microchips. We registered over 20 Brentwood dogs. Animal control officers Maura Wentworth and Thomas Wilson-Frascone and veterinarian Dr. Beth P True-Gibb DVM were literally able to herd cats and were amazing! It was a very successful day!