

BRENTWOOD BOARD OF SELECTMEN
MINUTES OF MARCH 15, 2011 MEETING

Convened: 6:30 p.m.
Present: Andrew Artimovich
Jane Byrne
David Menter
Jeffrey Bryan
Michael Hubbard

Artimovich commenced the meeting by accepting nominations for chairman. Menter made a motion, seconded by Bryan, to nominate Artimovich as chairman. All voted in favor. Menter made a motion to nominate Byrne as vice chairman. Hubbard seconded the motion; all voted in favor.

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

Jonathan Ellis was in to present the weekly Treasurer's report.

The Selectmen reviewed the minutes of the 3/8/11 meeting. Bryan moved the minutes as written. Menter seconded the motion. Artimovich, Byrne, Menter and Bryan voted in favor; Hubbard abstained. The Board reviewed the minutes of the nonpublic meeting held 3/8/11. Byrne made a motion, seconded by Menter, to approve the minutes as written. Artimovich, Byrne, Menter and Bryan voted in favor; Hubbard abstained.

The Board reviewed the notes:

- The furnace at the Grange needs to be replaced. Stevens hopes to have bids to present to the Board at next week's meeting.
- The Selectmen's representatives to boards/committees were designated as follows:
 - Bryan will continue on the Budget Committee
 - Menter will continue on the Conservation Commission
 - Byrne will continue on the School Board
 - Artimovich is a member of the ZBA
 - Hubbard volunteered to be the rep on the Planning Board.
- A motion was made by Bryan and seconded by Menter to approve payment of \$380 to R&R Communications out of the encumbered bond proceeds for the fire station. All voted in favor.
- The Board would like a status report from Town Counsel on the Knowles case.

The Board signed the following documents:

- Bryan made a motion to approve the abatement application of Mary Robertson Irev. Trust of 159 Deer Hill Rd. Byrne seconded the motion; all voted in favor.
- The Board reviewed Jim Michaud's recommendation regarding an abatement application for Xiangming Xiao & Bo Xu of 64 Fellows Rd. Byrne made a motion, seconded by Bryan to deny the abatement as proposed by Michaud.
- After reviewing the application and Michaud's recommendation on the abatement application for Equine Properties for the property at 17 Spruce Ridge Drive, a

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motion was made by Byrne and seconded by Menter to deny the application. All voted in favor.

- Based on the information provided by Michaud regarding the application for an abatement for 2 parcels on Rte 27 owned by Marie Mitchell Trust, Bryan made a motion to deny the application. Menter seconded the motion; all voted in favor.
- Bryan made a motion, seconded by Menter, to deny the application for an Educational Institution Tax Exemption submitted by 5 Industrial Drive, LLC. All voted in favor. This decision was based on the fact that they do not meet the requirements as established by RSA 72:23.

Road Agent Wayne Robinson was in and presented the Board with a proposed extended warranty for the new highway vehicle. The Board agreed that since it was not budgeted for and we have never done it in the past, they are not interested in it. Artimovich requested that Robinson erect a “Blind Child” sign in the vicinity of 21 Pine Road.

Fire Chief Kevin Lemoine was in and asked for clarification on the following:

- **The volunteer memo that was sent out.** Stevens explained that legal counsel informed her that individuals can’t volunteer in the same department they get paid in. Stevens continued that it is her understanding that there is a log book at the station that individuals sign in and out on when they go on calls, attend trainings, etc. and if the department of labor were to do an audit and found that these employees are performing work that they’re not getting paid for, the Town could be held liable for paying back wages. It was suggested that they have two separate log books; one for paid time and one for volunteer time. The volunteer log book should clearly state that the individuals understand that they are volunteering their time and agree not to get paid. The times documented in the volunteer log book should not show up on their time cards; their time cards should include only the times they are getting paid to work.
- **Town Vehicle Policy.** Lemoine questioned if family members or friends are allowed to ride in town vehicles in parades. He asked if when they go on ambulance calls family members are allowed to ride up front en route to the hospital. Lastly he questioned #7 of the policy which states that vehicles shall be operated in accordance with the Motor Vehicle Regulations of the State. Lemoine asked if that excludes emergency vehicles. Artimovich responded that there is a law about how emergency vehicles should operate. Byrne responded that the Board will take his questions under advisement and reword the policy as necessary.

Lemoine also discussed the following:

- The new fire station has apparently become the new meeting place in town. There is frequently overnight parking there by trucks, people use it as a meeting location, park their vehicles there, etc. The Board said they will bring it to the police department’s attention.
- Lemoine requested he be notified of the balance left in the bond proceeds for the fire station.
- The Board mentioned that they still have not received a swipe or master key for the new station. Lemoine said they can not have a master key because it opens

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- every room in the building and they can not have access to the offices due to HIPAA laws, etc. Artimovich responded that they should be able to get everywhere in that building with the exception of locked filing cabinets. Lemoine was advised to put any confidential documents into locked filing cabinets. Bryan explained that the key would be left in the Selectmen's office and would only be removed at the request of the majority of the Board or an emergency situation.
- Lemoine anticipates that the on-call stipend will begin the 2nd week of April.

The Selectmen and Lemoine reviewed and discussed recommendations that were made by LGC regarding the need to tie the Annual Emergency Personnel Medical Screening Policy, the Fire Department Rules & Regulations and job descriptions all together. In addition, the Board would like the Yearly Agility Test section of the Rules & Regulations revised to include the consequences of not passing the test. The Selectmen would like Chief Lemoine to submit these revisions to them by 4/12/11.

Byrne made a motion, seconded by Bryan, to go into nonpublic session per RSA 91-A:3, II(a). Artimovich, Byrne, Menter, Bryan and Hubbard voted in favor.

Following nonpublic discussion, Bryan made a motion to come out of nonpublic session and seal the minutes. Menter seconded the motion. Artimovich, Byrne, Menter, Bryan and Hubbard voted in favor.

Artimovich mentioned that Exeter's Board of Selectmen apparently discussed Brentwood's vote not to reimburse the Town of Exeter for work done on their portion of Pine Rd at their meeting on Monday. He suggested they issue a statement to the press stating that the Brentwood Board of Selectmen can not go against the wishes of the Town. Byrne added that she feels like Town Meeting is when the Selectmen get their marching orders for the year. Hubbard stated that it is the townspeople that make the decision and the Board just enforces what the people want. Bryan mentioned that in years past we tried to make an agreement with Exeter that if they would take care of Patterson Circle, Brentwood would take care of Pine Rd but Exeter was not interested in that. The Board agreed to send out a press release.

At 8:05 p.m. Hubbard made a motion to adjourn. Motion was seconded by Menter; all voted in favor.

Respectfully submitted,

Julie Stevens