

BRENTWOOD BOARD OF SELECTMEN  
MINUTES OF 4/14/09 MEETING

Convened: 6:30 p.m.  
Present: Jeffrey Bryan  
George Waldron  
Jane Byrne  
David Menter

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

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

The Selectmen reviewed the minutes of the 3/31/09 meeting. Waldron made a motion to approve the minutes. Motion was seconded by Byrne. Byrne recommended the following amendments:

1. At the end of the first paragraph on pg. 2 add "Selectmen Byrne is not advocating for the removal of dams."
2. On pg. 3, change "Chamberlain said he will develop" to "Chamberlain volunteered to develop".
3. Correct the spelling of Prescott Road on pg. 4.

All voted in favor of the minutes as amended.

The Board reviewed the unresolved issues section of the notes:

- Bryan will give former Selectmen Wayne St. Hilaire a call regarding the perambulation of the Fremont/Epping town lines.
- Carolyn is ¾ done with the town ordinance/policy project.
- We will get an update from Glenn Greenwood, Circuit Rider Planner, on Wednesday regarding the status of Sneiderman.
- Menter agreed to remain as the Selectmen's rep on the Safety Committee. They are due for a meeting so Julie will contact Tim Gauthier regarding this.
- We will get in touch with Tri State Striping to reline the Town Office and parking spaces at the BCC. Elyse Seeley asked if we could ask them to line the basketball court at the Recreation Center while they are there. Bryan said he will ask them.
- The Selectmen had a brief discussion regarding the proposed affordable elderly housing project on County property.
- There will be another FD FEAT test coming up shortly. Fire Chief Lemoine will let the Selectmen know if the firefighter who failed before passes it this time.
- There are still plans to hold a sexual harassment class. The details are yet to be worked out.
- Byrne made a motion, seconded by Menter, to place an ad in Bar News requesting proposals for Town Legal Counsel. All voted in favor. It will be in the 5/15 issue with a deadline for receiving proposals of 6/16/09.

Kevin Lemoine, Fire Chief, was in with specs for the new engine and a copy of an ad to put in the Union Leader requesting bids. Lemoine said we may want to run it by Town Counsel to double check the bond language. Waldron reviewed it and suggested that it does not need Counsel's review, the other members agreed. Byrne questioned whether or not they will have a committee to review the bids and make the decision. Lemoine was

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unsure at this point. The group discussed the prospect of getting stimulus money for the Fire Station and the possibility that purchasing the new engine would put us over the 10% budget limitations. Stevens will check with her representative from the DRA to see if the 10% would apply to a special meeting for stimulus funding.

Building Inspector Gil Tuck was in with the following building permits which were signed by the Board:

- NICI Automotive to construct office space in commercial condo #5&6 at 104 Rte 125.
- James & Marie Mundy of 51 Peabody Drive to add a farmer's porch.
- Warren Graham of 132 Lake Road to add a garage.
- Roger Coughlin to add a walk-out door in the garage at 31 Prescott Road.
- Paul LeBlanc of 148 Deerhill Road for the construction of a new dwelling.
- Another for Paul LeBlanc for a garage and workshop.

Tuck informed the Board he is meeting with Dick Bond on Thursday to look at the area that the pole barn has been constructed off of Cross Drive.

**DEPARTMENT HEAD MEETING**

Kathy St. Hilaire on behalf of Planning Board

-They are in the process of finishing the Community Facilities Chapter. Drafts have been sent back to departments for updating and will be adopted for the Master Plan in June.

-A build-out analysis is underway and when complete will provide us with a GIS generated map displaying the location of future potential developable land in the residential zones. This project will be completed in June.

-The latest Capital Improvements Plan worksheets were sent to each department today. This update should include any capital improvement project anticipated for the next six years. Byrne commented that the CIP seems to end up as a "wish list" and the final step (the funding portion) of the CIP never gets completed. St. Hilaire explained that they did have a CIP Committee which worked to eliminate wish lists and each department did budget for CIP projects individually. She continued that the CIP does go to the Selectmen for their review and approval. Kennedy noted that the Planning Board only uses it for determining impact fees.

-The Board continues to work to create a Work Force Housing ordinance to have ready to present to the voters in 2010.

Kathy St. Hilaire on behalf of the Recreation Commission

-New director, Margaret Dullea, is doing a great job. Jessica will continue 1 day/week for the next 2 weeks.

-Ball field clean-up is underway. They were roto-tilled and yolk raked last weekend.

-There is a "widow maker" near the snack shack that is a concern. Road Agent Wayne Robinson said the highway department will take care of it.

-The lower field will be used for the first time this ball season.

-The community center continues to grow with rental use.

-Work will begin again soon on the irrigation system.

-They are working to add a toddler area to the playground.

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Wayne Robinson for the Highway Dept

- Winter appears to be over and they are starting their summer work.
- They will begin town-wide brush clean up next week.
- Bell & Flynn will start the reclaiming process of Crawley Falls Road on 4/20. There will be a couple of flaggers to help with traffic.
- The Fire Department assisted in cleaning out culverts along Crawley Falls Rd. There are 3 culverts that need to be replaced.
- Bryan asked if we have any kind of sweeper that could be used to sweep the lots that will be getting lined. Robinson said we do not but that perhaps Exeter will let us use theirs.

Wayne Robinson for the Police Department

- There have been thefts from motor vehicles in the area of Prescott and Middle roads.
- Mailbox smashing has started on Pickpocket Road. They are trying to get on top of this problem before it continues.
- Robinson inquired about the procedure for employees requesting an advance on earned time. He asked if a written request would suffice and if they would generally be granted. Bryan responded that a written request is fine and that they thought they made it clear they would be lenient with advances, particularly this first year of transition.
- The new Dodge police cruiser has been ordered.
- Robinson inquired if there was any more information about the island at Crawley Falls and South Roads. Kathy St. Hilaire said she spoke with the property owners whose deed indicates the island belongs to them. The owners seem agreeable to what is being proposed; however, it is her belief that this will require some survey work, a lot line adjustment, and some legal work as far as having new deeds written. This process will take both time and money. This does not appear to be a matter that can be resolved before they start reclamation on Monday. Byrne commented that having some islands in town is attractive and part of the rural character of the Town and she would hate to see them all removed.

Elyse Seeley of the Budget Committee

- They will be meeting Monday to elect a new chair and set goals for the year.

Elyse Seeley for Regional Cooperative Board

- 80% of voters voted in favor of the operating budget.
- She feels the negotiation of teacher contracts will be interesting this year.
- Bobby Aldrich will continue on as chair.

Fire Chief Kevin Lemoine

- They have 3 large money items that are in the process of going out to bid: the utility truck, the engine, and the exhaust system.
- There are lots of rumors going around about the stimulus money and whether or not there will be any available. According to the preliminary posting, we meet 99% of the criteria necessary for eligibility. Lemoine would like to see a professional grant writer hired if we ever get that far in the process. He feels we would be more likely to get acceptance for the stimulus monies if we were to partially fund the project. Byrne offered to check with a couple grant writers she knows of to see if they'd be willing to help.

Rob Wofchuck of the Conservation Commission

- The Conservation Commission is trying to fill the void of outgoing chair Jon Ellis.

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-They have received a grant from the Piscataqua Region Estuaries Project to review stormwater and erosion control. They will hire and fund a consultant for us.

-The Prime Wetlands designations have been accepted by DES.

Phyllis Thompson, Town Clerk/Tax Collector

-There are 99 properties on the tax lien list.

-She will mail out notices before the postage goes up.

-There are 6 parcels which will be deeded to the Town if not paid by 6/1/09.

Phyllis Thompson for Cemetery Trustees

-They are erecting a monument to honor all the servicemen and women in Town. It will be paid for from the cemetery maintenance fund.

Elyse Seeley inquired what the Selectmen's plan is for the year. Bryan responded that they really don't have one other than to keep expenses in line.

Bryan thanked all the department heads for coming.

Phyllis Thompson was in with a copy of a letter that was sent to Anne Edwards of the Attorney General's office describing the clerk's duties. In addition she had a copy of a job description she created. Waldron made a motion, seconded by Menter, to approve the job description. Bryan, Menter and Waldron voted in favor. Waldron reported that he spoke with Anne Edwards' boss at the AG's office and was told that based on the information they have received so far, they are prepared to issue an opinion of no conflict, but would like a copy of the job description before issuing a final decision. Waldron will fax a copy to the AG's office on Wednesday. It was recommended that the typical physical exertion requirement language be added to the job description.

Byrne shared a copy of RSA 91-A regarding how the Right To Know Law relates to electronic communication. She said she believes the Selectmen need to be more careful about what gets emailed around. Bryan commented that his emails are informational only.

The Board reviewed the new notes:

- An estimate of \$650 was given to erect a wall in the PD. A motion was made by Byrne and seconded by Menter to pay for the wall from Police Department impact fee funds. All voted in favor.
- The 3 options for bulky goods pick up were reviewed. The Selectmen would like more information on option #3 which would involve extending Northside Carting's contract by 2 years. Julie will provide that information for next week's meeting.
- Wayne Robinson, Police Chief, will speak to the Judah's about the items being stored on the Lindon ball field parcel – a pickup truck apparently leaking gas, a utility trailer, and a dog house.
- Heritage Painting will be sending a contract for painting the Grange Hall. He expects to begin the project at the end of May. The bat issue needs to be taken care of by then. Information from Critter Control was shared and the Selectmen would like to find out how much it would cost to have them deal with the issue.

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- The Board would like a letter sent to the owner of 388 Rte 125 regarding the discovery during a site walk that they have no running water in the building and no flushing toilet. The Board authorized Bryan to sign the letter upon completion to avoid waiting until next week to mail it out.

The Board signed the following documents:

- An excavation permit for James Fralic of 125 Crawley Falls Road.
- A letter to the Brentwood School Board as discussed at last week's meeting.

Byrne said she has reviewed the Community Facilities chapter of the Master Plan and sees a need for some additions/corrections. In the highway department she would like to see the equipment updated to include plows, wings, chipper, etc.; in Municipal Offices the number of f/t employees needs correcting, 28 year old water heater added as well as 3 central air conditioners and the alarm/security system; the PD vehicle inventory needs to be updated; the call report total for 2008 for PD and FD need to be added. Waldron added that the drafts have been returned to the department heads for updating so we should expect that they will be reviewing them and updating them on their own.

At 8:35pm, Waldron made a motion, seconded by Menter, to adjourn. All voted in favor.

Respectfully submitted,

Julie Stevens