

BRENTWOOD BOARD OF SELECTMEN  
MINUTES OF 11/17/2009

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

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 11/10/09 meeting. Waldron made a motion, seconded by Artimovich, to approve the minutes as written. All voted in favor. The Board reviewed the minutes of the nonpublic meeting of 11/10/09. A motion was made by Artimovich to approve the minutes. Motion was seconded by Waldron; all voted in favor.

The Board reviewed the notes:

- A resident called to complain about cars parked on the northerly side of Rte 111A next to Lindy's as they block the line of vision coming out of the northerly end of Crawley Falls Road looking east. Byrne mentioned that parking is a mess there when the CMS late bus stops to drop off kids. She suggested that they unload at the upper lot of the Fire Dept as they go up there following their stop at Lindy's to turn around anyway. Another recommendation was for the bus to drop off at Swasey School. Christine Belanger mentioned that the new sign that Lindy's has put there is a problem as well. Stevens mentioned that the caller did complain about that as well. Byrne said she will talk with the owners about the sign. Stevens will speak with the transportation director of the SAU about changing the drop off location of the late bus.
- Kathy St. Hilaire was in on behalf of the recreation department to request the Selectmen's approval to purchase 132 folding chairs with dollies and 5-8' plastic folding tables out of the BCC rental fees. Margaret has received several prices and would like to go with the lowest price of \$2,272 for the total package. Menter made a motion to allow this purchase. Motion was seconded by Byrne, all voted in favor.
- Byrne made a motion to approve the letter drafted by Town Counsel to send to Mr. Musso. Artimovich seconded the motion; all voted in favor.
- A motion was made by Waldron and seconded by Byrne to have Town Counsel proceed with the "taking" process by making an offer to Mr. Musso for the easement area in the amount of \$375 as per the appraisal.
- Regarding Rowell Rd West, Town Counsel reported that while it has not been right for the Town to do maintenance on the Class VI portion, it does not make it automatically revert back to a Class V. The only way a road that has been designated Class VI by vote of the Town can revert back to Class V is again by vote of the Town. He recommends that the Board declare it an Emergency Lane in accordance with RSA 231:59-a. Byrne said she believes this took place back in the late 80s. Julie will do some research and see what she can find.

BRENTWOOD BOARD OF SELECTMEN  
MINUTES OF 11/17/2009

Christine Belanger was in with more information on purchasing a copier. She received a price for purchasing the machine of \$4,995 including delivery and installation. In addition, the service agreement, which is based on the number of copies made, is estimated to run about \$41.67/month. Robinson said they still have 21% left in their current budget so he feels safe with purchasing it this year. Waldron made a motion, seconded by Artimovich, to purchase the copier and service contract. All voted in favor.

Gil Tuck, Building Inspector, was in with the following permits which the Selectmen signed:

- Michelle Whitehouse to erect a mobile home on the lot between Crawley Falls Road and Rte 125 (217.014.000). They have received a variance from the Zoning Board of Adjustment.
- Mill Pond Crossing for 8 additional units – 1 duplex, 6 single units.

The Board signed the following documents:

1. Special permit to construct a sewage disposal system for Carole Belliveau. Byrne made a motion, seconded by Artimovich, to approve the signing of the document by Chairman Bryan. All voted in favor.
2. The tax warrant for the second 2009 property tax billing. The 2009 tax rate is \$20.53.

The Board discussed the following budgets:

- Highway Dept – The Board reviewed 3 different budget options that they requested be prepared. The first is with a COLA only for all employees; the second is COLA only for all employees and a 1-step increase after a 6-month “probationary period” for 1 employee provided there are no performance issues; and the third was the budget as submitted with a COLA for all employees and a 1-step increase effective 4/1/10 for 1 employee. Stevens mentioned that none of the budgets presented include a step increase for the part-time employee. The Board asked to see figures that include a step-increase for the part-timer. Stevens refigured the budget options and presented the Board with new totals. Byrne made a motion, seconded by Artimovich, to approve the highway budget in the amount of \$379,392 which includes a COLA for all employees, 1-step increase for the part-time employee effective 4/1/2010 and a 1-step increase for the full-time employee effective 7/1/2010. Byrne and Artimovich voted in favor; Bryan, Menter and Waldron were opposed. Motion did not carry. Bryan then made a motion to approve the budget in the amount of \$378,424 which includes a COLA only for all employees. Menter seconded the motion. Bryan and Menter voted in favor; Artimovich, Waldron and Byrne were opposed. Motion did not carry. Waldron made a motion, seconded by Byrne, to approve the budget in the amount of \$379,094 which includes a COLA for all employees and a 1-step increase after 6 months of good behavior for 1 employee. All voted in favor.
- Police Dept – Several wage options were presented including: COLA increases only for all employees, ½-step increases for those employees currently at a ½-step and a full step for 2 of 3 employees currently at a whole step; a 1-step increase for all employees as submitted; a 1 ½ step increase and no shift differential for all employees. The Board asked Stevens to refigure one of the budgets to include the ½-step increase for those employees currently at a ½-step, a 1-step increase for the 1 part-time employee that is at a lower rate than all of the others, and no step for 2 full-time employees. The budget for

BRENTWOOD BOARD OF SELECTMEN  
MINUTES OF 11/17/2009

this came in at \$498,870. Byrne made a motion, with a second by Menter, to approve the police budget in this amount. Bryan, Waldron, Byrne and Menter voted in favor; Artimovich recused himself. The motion carried.

- Town Administrator – Stevens reported that she changed her proposed budget back to 40 hours per week year round but moved herself down a ½-step starting in April. She said she is currently at a ½-step and in order to get her at a whole step went back a ½-step instead of forwards in an attempt to stay level funded. The result is a .09cent per hour increase. Bryan made a motion to approve the budget as presented at \$67,422. Artimovich seconded the motion; all voted in favor.
- Town Clerk/Tax Collector – Byrne asked that the Board gives Town Clerk/Tax Collector Phyllis Thompson an opportunity to address the concerns that the Selectmen have that she is open too many hours and wait until next week when she has returned from vacation. Bryan responded that no decisions will be made tonight but that they are going to discuss it. Bryan distributed information from area towns regarding budgets for this office and salary information. Bryan said this office in our Town could close 2 days and save a lot of money; it doesn't need to be open 6 days per week. He continued that this was one of the few budgets that was submitted with almost a 5% increase. Menter questioned the salary line and what increases it included. Stevens responded that it includes a COLA for the deputy and the clerk plus 60 additional hours of vacation coverage for the clerk. She has asked Thompson for an explanation of the 3.35% increase for the deputy but has not been given an answer. Byrne said she's been working those 15 additional hours during Thompson's vacation weeks since she's been there but it has never been in the budget. Bryan suggested possibly just being open 1 Saturday per month instead of every Saturday and perhaps closing a couple half days. Waldron said a lot of people find nights and Saturdays are the most convenient. Byrne said she thinks Thompson has the message that she needs to reduce hours and let's give her the opportunity to address it.

Artimovich made a motion, seconded by Menter, to go into nonpublic session per RSA 91-A:3, II(a) to review a couple of department head evaluations. Bryan, Artimovich, Waldron, Byrne and Menter voted in favor.

Following the nonpublic meeting, Bryan made a motion, with a second by Waldron, to come out of nonpublic session and seal the minutes. Bryan, Artimovich, Waldron, Byrne and Menter voted in favor.

At 8:10 pm, a motion was made by Waldron and seconded by Artimovich to adjourn. All voted in favor.

Respectfully submitted,

Julie Stevens