

Board of Selectmen  
Minutes November 29, 2011

Convened: 6:00 pm

Present: Andrew Artimovich, Chairman  
Jeffrey Bryan  
Jane Byrne  
Michael Hubbard

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

There was no overtime this pay period.

Jonathan Ellis was in to present the weekly Treasurer's report. Please see last page to view report.

Artimovich made a motion, 2<sup>nd</sup> by Hubbard to re-open and amend the public minutes of 11/8/11. The minutes should be amended to remove Clement's hourly wage and insert the percent change. Artimovich, Bryan, and Hubbard were in favor. Byrne abstained as she was not present at that meeting.

The presidential primary is on 1/10/12. The selectmen's meeting will be downstairs at the BRC that night. Artimovich said he would be available all day. Hubbard asked what the process was. Bryan said they normally take turns as one selectman needs to be present during the election. Artimovich stated that the selectmen's role is to provide a building for the election and the safety of that building.

The Town of Exeter met on 11/28/11 and voted to post Pine Road. Bryan said the study and its timeframe were approved by Exeter. Artimovich asked what the time allowed was. Clement said 45 days. Artimovich said we are still within our time limit. Hubbard said when he spoke to Bruce Stevens; he was going to get in contact with Glenn Greenwood, circuit rider planner, to put together a timeline of all of the events leading up to now. Hubbard said the traffic study is being conducted as communicated to Exeter's Board. Hubbard said the planning board reviewed the proposals from 3 vendors and selected one to perform the study. Prior to signing the contract with that company, a copy of the proposal was provided to Exeter for their review and input. Bryan mentioned that the counters were out for a week but only on the eastbound side of Rte. 27 and the trackers were out for one day. Artimovich said the select board had not reviewed the proposal and was not sure if that was what the plan called for or if the company performing the study was not doing what they had agreed to, but the study is still ongoing. Bryan had asked Greenwood for a copy of the plan and will attend Exeter's meeting on Monday to see if a resolution can be reached on a short term fix.

Building Inspector Gil Tuck was in to have the following permits signed:

- Kevin Duggan, 437 Rte. 125, wall sign: signed by Board
- David Benshmer, 91 Dudley Road, 22X14 room addition: signed by Board
- Bea Delisle, Dalton Road, roof over entrance: signed by Board
- Maplevale Builders, 50 Dudley Road (Lot 30), new house: signed by Board

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The Board reviewed the following Budgets:

Highway

Wayne Robinson was present to continue the discussion of the public works budget. Bryan made a motion to approve the public works budget of \$365732 as it's less than last year's budget. Hubbard asked why they would not go through each line item. Hubbard said the seasonal costs are higher. Artimovich said that is because we had more full timers then. When a full timer resigned, they agreed Robinson could hire additional part timers seasonally. Duane said that they are doing more in-house now. Duane said in 2009 they spent \$14000 on tree cutting and in 2011 it was down to \$3500. Artimovich said there is more money being spent, but we are providing more services to the town. Hubbard said highway salary should offset seasonal wages and does not. They are level funded. Artimovich said Hubbard was not accounting for COLA's and step increases.

Hubbard asked why the tools line is level funded. Artimovich said Robinson used to use the money from scrap metal as petty cash to buy tools. The auditors said they could not do that anymore, and the Board agreed to fund a tool account in the budget at \$3000 annually.

Bryan made a motion to approve the public works budget of \$365732, 2<sup>nd</sup> by Byrne. Bryan, Byrne, and Artimovich were in favor. Hubbard was against as he thought the seasonal wages line should be reduced after reviewing budget vs. actuals for 2009-2011.

Robinson said there was an odor in the police department and asked if someone could come in and test for mold. Bryan asked if the new maintenance guy could pick up a test at Lowe's and do a home test and go from there.

Robinson said he will have the quotes next week for the new cruiser. Hubbard asked why we get a new car every year. Artimovich said it was not safe to have a line car with more than 100000 miles.

Hubbard asked about the windshields that were damaged at the highway shed. Robinson said they were fixed but the person that did it was not in camera range.

Robinson said they got a quote for the generator from Generator Connections. We received one last week from Crichton Communications and are expecting one more. Duane asked if the propane tank should be rented or purchased. Bryan said rented through Energy North until 2014 and then we will join SAU 16's contract and go out to bid.

Information Systems

Clement presented the Information Systems budget. Mainstay's contract will remain level funded in 2012 but will include 40 project hours to be used to install the new server in the police department. Equipment purchases include a new firewall, managed switch, and two new computers. Bryan made a motion, 2<sup>nd</sup> by Byrne to approve the information systems budget of \$27372. All were in favor.

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Finance

Clement presented the Finance budget. \$2500 was added for the management fees for the trust funds. Wages for the bookkeeper was increased for a 3% merit increase. Byrne made a motion, 2<sup>nd</sup> by Hubbard to approve the finance budget of \$53969. All were in favor.

Bryan made a motion, 2<sup>nd</sup> by Byrne for Artimovich to sign the 2012 contract for Mainstay Technologies. All were in favor.

Bryan made a motion, 2<sup>nd</sup> by Byrne for Artimovich to sign the 2012 benefits renewal. All were in favor.

Byrne made a motion, 2<sup>nd</sup> by Hubbard for Artimovich to sign a letter of recommendation for Clement to enroll in the LGC Leadership Institute for 2012. All were in favor.

Bryan made a motion, 2<sup>nd</sup> by Byrne for Artimovich to sign the settlement agreement for a BTLA appeal. This was discussed in nonpublic session on 11/22/11.

Hubbard and Artimovich went up to Concord with Senator Barnes to design the signs for the county seat. The signs will be blue with gold lettering saying "Welcome to Brentwood, Home of the County Seat" with a reflective seal. Once the design is finished Hubbard said the historical society, Governor, and County Commission should be informed for a brief ceremony.

Motion to adjourn at 7:10pm made by Artimovich, 2<sup>nd</sup> by Byrne; all were in favor.

Respectfully submitted,

Karen Clement

## WEEKLY TREASURER'S REPORT

Date: November 29, 2011

### Citizens General Fund:

Previous Balance:	5,138.33		
Deposits:	122,882.63		
Payroll:	11,128.20	DD: 6032.64	CK: 5095.56
FICA:	2,809.68		
A/P: Regular	428,476.20	A/P Detail	SAU 16: \$418,265
Non-A/P			
to Impact Fees	5,382.43		
From MMA	325,000.00		
TO MMA			
Account Balance:	5,224.45		
Interest Earned YTD:	104.29		

<b>CD's:</b>	Unrestricted	
	Balance:	-
	Unrestricted	
<b>MMA:</b>	Balance:	558,431.28
	Total Invested	
	Funds:	558,431.28
	Interest Earned YTD:	1,666.64