

Board of Selectmen
Minutes May 01, 2018

Convened at 6:00 pm

Present: Robert Mantegari, Chair
Andrew Artimovich
David Menter
William Faria
Phyllis Thompson

Mantegari called the meeting to order. The board opened the meeting with an invocation and a recitation of the Pledge of Allegiance.

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

There was 2.5 hours of overtime for police and 3 hours for fire.

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

Faria made a motion, 2nd by Menter to approve the nonpublic minutes of 04/17/2018 as written. All were in favor.

Artimovich made a motion, 2nd by Menter to approve the minutes of 04/24/2018 as written. The motion carried with Mantegari abstaining as he was not present.

Kip Kaiser, Building Inspector, had the following permits to be signed this week:

- Scott Sprague, 50 Eleanor's Way, shed: signed by board
- Paul Brown, 59 Lake Road, plumbing for new dwelling: signed by Board
- Sal Ragonese, 42 Crawley Falls Road, renovate interior of garage: signed by Board.

A complaint in reference to 62 Middle Road has been withdrawn. No further action is required by the town at this time.

Kaiser has contacted the historical society to meet with SFC Engineering to discuss how to move forward with the proposed improvements to the Grange.

Kaiser has received a quote from Monarch Electric for the needed lighting and electrical repairs. Estimate is within budget and are slated to be completed next week.

Kaiser asked for further direction on the construction of the addition at the highway shed. Mantegari, Faria, Wayne Robinson, and Kaiser to meet next week to discuss further. They will then report back to the selectmen for a final decision. Clement also to contact Jeff Bryan and see if he would be available to attend.

Chief Arcieri said she met with Epping to discuss the national race at New England Dragway (NED). They will maintain as they have been operating with Epping and Brentwood covering their towns respectively. There will be dual command between Arcieri and Chief Wallace.

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Arcieri is requesting to increase the detail rate to \$44 per hour and leave the administration fee the same for details at NED. This will keep the rates in line with Epping. Menter made a motion, 2nd by Thompson to increase the detail rate to \$44 and leave the administration fee status quo. The motion carried with Artimovich abstaining.

Arcieri is also requesting to increase the overall detail rate from \$40 to \$44. She presented the board with a survey of surrounding towns detail rates for comparison. The increase will get Brentwood in line with comparable towns in our area. She also suggested increasing the cruiser fee by \$1.00. Artimovich said fuel costs are increasing and would recommend at least \$2.00. Thompson made a motion, 2nd by Faria to increase the detail rate to \$44, the admin fee respectively, and the cruiser fee to \$12 for a total bill rate of up to \$72.26 per hour. The motion carried with Artimovich abstaining.

Arcieri said body armor needs to be replaced every five years as it expires. They are working on taking an inventory of current equipment and putting together a replacement schedule. It is about \$1000 per officer to replace the body armor. Arcieri is anticipating replacing 3 each year. There is a grant through the Department of Justice (DOJ) offering up to a 50% match. She will be applying for funds and will keep the board updated on progress.

Arcieri said the facility feasibility committee has reached out to Norwich College who may partner with UNH to conduct a needs assessment and create a design. They are also looking for one more person for the committee to make 7.

The Arkell 5K is coming up on the 12th. The Law Enforcement Memorial is on the 18th.

Take Back the Drug Day was a success. They collected about 60 pounds of prescriptions. They will be looking to do another event in the fall. Artimovich said he would like to combine that with a community shred day.

We have received the invoice from Adamson's for removing and replacing equipment from the damaged cruiser. There is a shortage from insurance of \$1202.48 due to depreciation. Arcieri is requesting that be paid from the detail revolving fund. Clement said there is about \$24K in the fund currently. Artimovich made a motion, 2nd by Menter to expend \$1202.48 out of the detail fund for the Adamson's invoice. All were in favor.

Arcieri will be attending an active shooter training in Stratham over the weekend and hopes to bring that back to apply in Brentwood.

Clement read a memo from Daphne Woss regarding a request for deed waivers. There are a few properties up for tax deed this year. In lieu of the town deeding them, she would recommend the board signing deed waivers because in its judgement acceptance and ownership of the real estate would subject the municipality to undesirable obligations or liability risks. Faria made a motion, 2nd by Artimovich to sign the deed waivers. All were in favor.

The well pump failed at the library. Trustees are requesting for the repair cost to be paid out the capital reserve fund (CRF). Artimovich made a motion, 2nd by Menter to expend \$1922 out of the CRF for maintenance of town owned buildings. All were in favor.

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Artimovich made a motion, 2nd by Menter to re-grant the 95% educational exemption to the Painters Allied School on Commercial Drive per Michaud's recommendation. All were in favor.

Artimovich made a motion, 2nd by Menter to approve a veteran's credit. All were in favor.

Artimovich made a motion, 2nd by Menter for Mantegari to sign a letter of engagement with Plodzick and Sanderson for the 2017 audit. All were in favor.

Artimovich made a motion, 2nd by Menter to sign a re-appointment slip for Emily Schmalzer to the Local River Advisory Committee for the Lamprey River. All were in favor.

Bob Sanborn was present to discuss the culvert that has collapsed on Prescott Road resulting in the south end of the road being closed. He said the culvert that was installed last time is too small, the culverts are not cleaned or maintained properly, and the ditch lines and shoulder work needs to be done. He said the town has all of the equipment and nothing gets done. The board agreed that shoulder work needs to be improved on and they have discussed that over the last several years. Sanborn asked when the culvert was going to be replaced. Artimovich said they do not have a start date from Bell and Flynn. Sanborn said it should have been done last year. Artimovich said it was delayed last year because of the changes that the residents made at town meeting. New permits needed to be applied for and then Bell and Flynn was not able to do the work by the time the permits came through. Sanborn said if Bell and Flynn can't do the work, then find someone else. Artimovich said they have been working with Robinson over the last few weeks to nail down a start and end date. The board thanked Sanborn for coming in, and they will follow up with Robinson to address his concerns.

Kelly Wilson has resigned effective May 11, 2018. The board accepted Wilson's resignation. Clement said Carolyn Thorsell was able to come in a day or two each week to help with payables and payroll. Clement requested permission to post the position at 32 hours per week. Artimovich made a motion, 2nd by Faria to post the job opening. All were in favor.

At 7:27 pm a motion was made by Artimovich, 2nd by Menter to go into nonpublic sessions per RSA 91-A: 3, II (a) to discuss employee matters. Menter – aye, Artimovich – aye, Mantegari – aye, Faria – aye, and Thompson – aye. The motion carries.

At 7:39 pm a motion was made by Artimovich, 2nd by Menter to come out of nonpublic session and seal the minutes. All were in favor.

Clement to research the schedule app that Chief Arcieri recently implemented to see if it would be beneficial in other departments. Clement also to quote a new laptop or tablet for the highway department. Mantegari made a motion, 2nd by Artimovich to have the TV removed from the highway shed. All were in favor.

Artimovich made a motion, 2nd by Menter to adjourn the meeting at 7:42 pm. All were in favor.

Respectfully submitted,

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Karen Clement

WEEKLY TREASURER'S REPORT				
DATE:		5/1/2018		
Citizens General Fund:				
	Previous Balance:	6,191.93		
	Deposits:	107,997.23		
	Payroll:	29,863.34	DD: \$23,493.07	CK: \$6,370.27
	FICA:	7,186.77		
	to Impact Fees			
	A/P: Regular	\$714,365.71	Co-op: \$512,224	Swasey: \$165,000
	Void checks	8,255.48		
	From MMA	650,000.00		
	TO MMA			
	Account Balance:	21,028.82		
	Interest Earned YTD:	10.71		
MMA:	Unrestricted Balance	1,687,301.56		
	Total Invested Funds:	1,687,301.56		
	Interest Earned YTD:	8,339.61		