

Board of Selectmen  
Minutes April 6, 2021

Convened at 6:03 pm

Present: Ken Christiansen, Chair  
Robert Mantegari  
Jon Morgan  
Jonathan Frizzell  
Absent: Andrew Artimovich

Christiansen called the meeting to order. The board opened the meeting with the Pledge of Allegiance.

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

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

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

- Bob Gauthier, 39 Fellows Road, strip and re-roof: signed by Board.
- Dennis Hayward, 106 Route 125, install 400-amp underground service: signed by Board.
- Scott Barthelemy, 470 Route 125, wiring of commercial retail space: signed by Board.
- Mike Latham, 81 Rowell Road, rough and finish wiring for new addition: signed by Board.
- Ted Wanyo, 20 Three Ponds Drive, add room in basement, add wiring for new room: signed by Board.
- Robert Magnussen, 1 Wendell Drive, wiring to support finish for space over garage: signed by Board.

Mantegari made a motion, 2<sup>nd</sup> by Morgan to sign the appointment slip for Matthew Kelly for one year (new full-time police officer). Mantegari – aye, Frizzell – aye, Morgan – aye, Christiansen – aye. The motion carries.

Police Chief Wicks introduces new full-time police officer Matthew Kelly. Kelly comes to us from Madbury with 2 years' experience. Daphne Woss, Town Clerk swore Officer Kelly in. Kelly's Grandfather pinned Kelly with his badge. Please join us in welcoming Officer Kelly.

Mantegari made a motion, 2<sup>nd</sup> by Frizzell to remove a line in 3/30/2021 minutes which stated "it (the Brentwood Newsletter) will be removed from the website for the town of Brentwood" and to add a line during the 6:53pm break to explain that "Rebecca Dunham presented the Board with handouts of the history of the BNL." Mantegari – aye, Frizzell – aye, Morgan – aye, Christiansen – aye. The motion carries.

Mantegari made a motion, 2<sup>nd</sup> by Frizzell to approve the non-public minutes of 3/30/2021 as written. Mantegari – aye, Frizzell – aye, Morgan – aye, Christiansen – aye. The motion carries.

Tammy MacNeil (Brentwood Recreation Center Chairperson) presented her proposal for the dedication Monument for Mr. Schroeder, a Swasey School teacher that is retiring at the end of this school year after 41 years. MacNeil asked for permission from the town to place a large boulder on town property. MacNeil is proposing the Blacksmith's to make an "S" with two jumbo industrial wrenches and add a plate with the dedication mounted to the boulder. She added this is quite fitting as Schroeder ran the "take-a-part" club at the school. MacNeil said this would be cost effective. Mantegari made a motion, 2<sup>nd</sup> by Frizzell to allow MacNeil to place a dedication boulder on town property land. Mantegari – aye, Frizzell – aye, Morgan – aye, Christiansen – aye. The motion carries. Mantegari asked that we send a letter of recommendation from the BOS. Clement said yes.

Board of Selectmen  
Minutes April 6, 2021

Chief Wicks presented his proposal to purchase a new police cruiser. Wicks explained that he has \$56k in the special detail revolving fund for that purpose. Wicks presented a quote for \$46,093.13 for a Dodge Charger. The vehicle itself is \$29k, so the balance includes emergency equipment, cage, and lights. It will also need a radio which Wicks presented the quote of \$4,667.90. Wicks said the total cost, with painting of the doors would total \$50,000 which leaves a surplus of \$5-\$6k in the account.

Wicks explained that the retention of officers is very important, and he proposed that the 2 oldest cars in the fleet go to the 2 town resident police officers. Wicks explained that this would increase retention, increase the longevity of a vehicle and we would have instant response for unusual circumstances in the town. Christiansen said that both requests should be made in to one motion. Mantegari made a motion, 2<sup>nd</sup> by Morgan to approve the proposal for the new police car by expending \$50761.03 out of the detail revolving account and to assign the 2 oldest cruisers to the 2 town resident police officers. Mantegari – aye, Frizzell – aye, Morgan – aye, Christiansen – aye. The motion carries.

This week's notes:

- 1) 2 Abatement applications not filed timely: vote to deny. Clement explained that the first application was aware of the March 1<sup>st</sup> deadline, however, did not submit until March 26<sup>th</sup> with the reason that their assessment was disproportionate with their market value. Clement recommends we deny the abatement application. The second application was also filed untimely and was based on their square footage being incorrect. Clement said she would recommend denying the abatement application and review the content to see if there is an error on the property tax card, in which case we would make those adjustments. Mantegari made a motion, 2<sup>nd</sup> by Frizzell to deny both of the abatement applications that were not filed timely. Mantegari – aye, Frizzell – aye, Morgan – aye, Christiansen – aye. The motion carries.
- 2) Newsletter requesting more money based on actual costs. Clement explained that the BOS had approved \$3400 for the issues of the BNL that were already issued. The BNL Editor had since submitted an invoice for \$4607.88 based on actual cost and provided receipts. The difference is \$1207.88. Mantegari made a motion, 2<sup>nd</sup> by Frizzell to pay the BNL invoice for an additional \$1207.88. Mantegari – aye, Frizzell – aye, Morgan – nay, Christiansen – aye. The motion carries.
- 3) ACLU right to know request. Christiansen said that Clement will submit all documentation after clarifying whether they want it in mail or by email. Morgan asked what the request is for and Clement explained that the request is for all records and communications in the possession of all town employees in reference to the Newsletter. In total there are about 150 pages to be released. Clement explained that if the ACLU requires paper copies, we will charge them 25c per copy, per our copy fee. Christiansen said that this was for information only. No vote required.
- 4) Clement asked to take vacation on 4/26-4/30 (school vacation week). Granted.

Documents to sign:

- 1) Employment contract for Matthew Kelly. A motion was made by Mantegari, 2<sup>nd</sup> by Frizzell to sign the employment contract for Kelly for 3 years. Mantegari – aye, Frizzell – aye, Morgan – aye, Christiansen – aye. The motion carries.
- 2) BOS Handbook. Christiansen explained that the auditors would like a new cover sheet signed at least every 3 years or if a big change in BOS members. This is tabled until all the BOS have read the BOS handbook.
- 3) Employee Handbook. Clement explained that all the policies were previously adopted by the BOS. The amendments are to reduce quarantine time from 14 to 10 days in the Covid policy and amended the tardy rule to notify supervisor prior to start time. This is tabled until all the BOS have read the Employee Handbook.

Board of Selectmen  
Minutes April 6, 2021

Wayne Robinson (Road Agent) came in front of the BOS and presented a letter from Bell & Flynn for the roads saying that they wanted to start as they did not want the price to go up. Mantegari mentioned there was a complaint on Crawley Falls Road regarding potholes. Robinson said he will check it out. Robinson continued to say that the money he is getting (from the Warrant Article) will cover Block Drive, Dudley Road and Skim Milk Lane which will leave \$10k in the line item out of \$350k. Robinson said he will use the remaining \$10k to shim Scrabble Road. Clement mentioned that the lower parking lot at the BRC is broken - Robinson explained that he needs to dig up the road due to a lot of excess water, which is going to take a lot of money to fix. Mantegari made a motion, 2<sup>nd</sup> by Frizzell to use the warrant article funds in this way. Mantegari – aye, Frizzell – aye, Morgan – aye, Christiansen – aye. The motion carries.

Robinson talked about Ole Gordon Road. Robinson explained that we will not get an emergency vehicle up there, that the road is sinking due to a lot of water – class VI road. Mark King is taking care of the road and Robinson said he is getting a price from John Bell to come up with grader and put crown back in the road. Robinson said there are 4 houses after that road, and we need to keep it maintained for emergency vehicle access. Christiansen said we will wait to hear back from Robinson on this.

Rebecca Dunham, 9 Block Drive, asked about the structure and end goals for the 4/20/21 meeting. Christiansen said we will hear everyone that wants to speak then bring back to the next public meeting to discuss as a Board. Dunham asked if the discussion will be fair and equal and Mantegari said the meeting is to let people have a voice, a public discussion, professional and mature and to figure out how to move things forward.

Lois DeYoung, 105 Crawley Falls Road, asked if they (the BOS) will be basing their decision on personal opinions or on the majority of the people that we hear, to which Christiansen replied that we will be basing our opinion on what we hear and then and then what we can provide as a Board of Selectmen. Dunham asked if the decision is to fund or not and Christiansen said that is the ultimate goal.

Melissa Litchfield, 46 Eleanor's Way, asked what the point of the meeting on 4/20/21 is and Christiansen explained that it is to listen to everyone that did not get a chance at the first meeting (regarding the BNL).

Morgan said that he wants to make it very clear that he is not currently, nor not going to, advocate to not fund the newsletter – he wants the newsletter and just wants some standards.

At 6:54pm a motion was made by Mantegari, 2nd by Frizzell to go into nonpublic session per RSA 91-A:3, II (a) for personnel. Mantegari – aye, Frizzell – aye, Morgan – aye, Christiansen – aye. The motion carries.

At 7:21 pm a motion was made by Mantegari, 2nd by Frizzell, to come out of nonpublic session and seal the minutes. Mantegari – aye, Frizzell – aye, Morgan – aye, and Christiansen – aye. The motion carries.

At 7:21 pm motion was made by Mantegari, 2nd by Morgan to adjourn. Mantegari – aye, Frizzell – aye, Morgan – aye, and Christiansen – aye. The motion carries.

Respectfully submitted,

Sarah Parkhurst

Board of Selectmen  
Minutes April 6, 2021

Sheet1

WEEKLY TREASURER'S REPORT

<b>DATE:</b>	<b>4/6/2021</b>		
<b>General Fund:</b>	<b>CITIZENS</b>	<b>TD BANK</b>	
Previous Balance:	(528.80)	1,215,439.90	
Deposits:	111,070.54	2,028,300.56	
Payroll:		35,847.66	
		dd: \$32,816.29	ck: \$3031.37
FICA:	10,089.68		
to Impact Fees			
A/P: Regular		56,784.94	
Non-A/P	2,000,000.00		
void checks	75.00		
From MMA	2,000,000.00		
TO MMA			
Account Balance:	100,527.06	3,151,107.86	
Interest Earned YTD:	3.89		
<b>MMA:</b>	Unrestricted Balance:	201,524.44	
	Total Invested Funds:	201,524.44	
	Interest Earned YTD:	1,226.04	

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Jonathan Ellis, Treasurer  
Joyce A. Gallant, Deputy Treasurer