

Board of Selectmen  
Minutes August 06, 2019

Convened at 6:00 pm

Present: Robert Mantegari, Chair  
Andrew Artimovich  
Ken Christiansen  
William Faria  
Phyllis Thompson

Mantegari 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. The Selectmen reviewed and signed the recreation register.

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

There was a memo from the planning board recommending the release of \$65903.83 from a letter of credit for Rivers Edge LLC for work substantially complete. The balance of the letter of credit will be \$35471.37. Christiansen made a motion, 2<sup>nd</sup> by Artimovich to approve releasing \$65903.83 from the letter of credit as recommended and for Mantegari to sign the memo. All were in favor.

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

- Elizabeth Keene, 30 Northrup Drive, 14X40 shed: signed by Board
- Town of Brentwood, 140 Crawley Falls Road, sign permit: signed by Board
  - Kaiser said the Historical Society is requesting 2 signs. The ordinance requires the signs to be more than 50 feet apart. Kaiser said there is not enough frontage to allow this for this property. Mantegari made a motion, 2<sup>nd</sup> by Thompson to waive the 50 foot requirement for this property and approve the sign permit. All were in favor.
- Ryan Nickerson, 106 Lake Road, plumbing permit for accessory unit: signed by Board
- Donna Henderson, 62 Crawley Falls Road, widows, siding, and doors: signed by Board
- John Kefferstan, 109 Lake Road, demolition for barn: signed by Board
- Eric Canty, 290 South Road, wheelchair ramp: signed by Board.

UNH sent out a survey looking for a capstone project for their engineering students. There is an application to apply. Kaiser proposed researching the potential of extending the public water supply in the commercial district. Christiansen made a motion, 2<sup>nd</sup> by Thompson to forward the application to the planning board for input. All were in favor.

A complaint was received reporting a camp trailer being used as a residence at 321 South Road. Kaiser and Mantegari did a health and code inspection today. It was confirmed that there is a trailer on site being used as a residence and there was evidence that a waste pipe had been open and was draining on the ground. Mantegari was informed by the property owner that this was temporary. Mantegari said regardless this is not a permitted use. Mantegari did not post the property with an order to vacate but did tell the property owner that the camper needed to be vacated. Mantegari and Kaiser will re-inspect in 30 days to ensure compliance.

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Faria made a motion, 2<sup>nd</sup> by Christiansen to send a follow up letter to 321 South Road reiterating the details of the inspection today. All were in favor.

The board asked for an update on 66 Rte. 125. Kaiser said the property owner is scheduled to meet with Glenn Greenwood, town planner, tomorrow. Kaiser will follow up with the board at the next meeting.

Christiansen made a motion, 2<sup>nd</sup> by Faria to appoint Julissa Polanco as a patrol officer for one year. All were in favor.

Chief Ellen Arcieri introduced Polanco to the board and residents. Daphne Woss, Town Clerk, swore Polanco into office as a patrol officer.

Mantegari signed the bill of sale for the .22 rifle to Kenneth Gauthier as previously approved by the board.

Mantegari signed the bills of sale for 2 Humvees and a utility trailer as previously approved by the board.

Mantegari announce the hire of a full time police officer, Julissa Polanco, at a rate of \$21.50 per hour. Polanco will start next week.

Christiansen made a motion, 2<sup>nd</sup> by Faria to sign a 3 year employment contract with Julissa Polanco. All were in favor.

Mantegari said he had a call for service on Sunday to which Officer Abele responded. Mantegari commended Abele for his quick response and calm, professional demeanor. Mantegari said he was impressed.

At 6:30 pm a motion was made by Christiansen, 2<sup>nd</sup> by Artimovich to go into nonpublic sessions per RSA 91-A: 3, II (a) for personnel. Mantegari– aye, Artimovich – aye, Christiansen – aye, Faria – aye, and Thompson – aye. The motion carries.

At 6:36 pm a motion was made by Christiansen, 2<sup>nd</sup> by Thompson to come out of nonpublic session and seal the minutes. Mantegari– aye, Artimovich – aye, Christiansen – aye, Faria – aye, and Thompson – aye. The motion carries.

Chief Joe Bird would like to have a grant written to help him acquire new air packs. The cost is \$200K for the equipment. If the grant is approved, the town's liability would be 5% (\$10K). In addition, the cost for the grant writer is \$2500. If the grant is awarded \$1500 of that cost would be reimbursed to the town. Christiansen made a motion, 2<sup>nd</sup> by Faria to approve the initiating of the grant application. All were in favor.

Mantegari announced that job offers will be extended to Adinara Challinor at a rate of \$17 per hour and Jeremy Poder at a rate of \$16 per hour as per diem firefighters.

Christiansen made a motion, 2<sup>nd</sup> by Thompson to accept Duane Demerit's resignation effective August 5, 2019 from the highway department. All were in favor.

Wayne Robinson, Road Agent, was present to request permission to post 2 full time positions in the highway department. Robinson would like someone to be able to do auto repairs and he needs a plow driver. Artimovich said we do not have the equipment to do repairs i.e. computers, lifts, etc. Mantegari made a motion, 2<sup>nd</sup> by Christiansen to post one full time laborers position. Applications will be due on 8/19/19. All were in favor.

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Clement asked what pay range the position should be posted at. The current employee makes \$19.10 per hour and the vacated position was at about \$23. The board discussed a pay range for the position. Mantegari made a motion, 2<sup>nd</sup> by Christiansen to post the position at \$17-23 per hour based on experience and qualifications. All were in favor.

Christiansen said the board should discuss giving Jeremy Smith, Highway Laborer, an increase as he has filled in over the last several months while another employee was on leave. Thompson asked if there was anything else they could offer instead such as earned time. Mantegari said that should be discussed over budget season and suggested \$100 gift card instead. Mantegari made a motion, 2<sup>nd</sup> by Thompson to give Smith a \$100 gift card. All were in favor.

Robinson said he really needs some plow drivers. They will need a CDL and he is pushing up against time. Artimovich made a motion, 2<sup>nd</sup> by Christiansen to post a seasonal plow driver for \$18-22 per hour. All were in favor.

The household hazardous waste day is tentatively scheduled for 9/14/19.

Clement said Tierney made a tax payment today and is all caught up. She will be on the agenda for the 20<sup>th</sup> to discuss lowering her monthly payment amount. Clement said 60 Middle Road is caught up and the third payment is due on Wednesday. Mantegari asked about 427 Middle Road. Clement said there has been no progress there. Mantegari asked for updated statements for the next meeting.

Christiansen made a motion, 2<sup>nd</sup> by Faria to appoint Doug Finan as an alternate to the planning board for three years. All were in favor.

Artimovich made a motion, 2<sup>nd</sup> by Christiansen to sign a failed septic waiver for 452 Middle Road. All were in favor.

Artimovich made a motion, 2<sup>nd</sup> by Christiansen to sign a failed septic waiver for 141 Scrabble Road. All were in favor.

Christiansen made a motion, 2<sup>nd</sup> by Artimovich to sign a re-appointment slip for Eric Turer for the Local River Advisory Committee. All were in favor.

Faria made a motion, 2<sup>nd</sup> by Thompson to approve an elderly exemption. All qualifications have been met. All were in favor.

Christiansen made a motion, 2<sup>nd</sup> by Artimovich to sign a timber tax warrant. All were in favor.

Clement said 2 property owners did not submit reports of wood cut. She has emailed and spoken to them with no response. Clement also checked with the state to see if they received a copy. Due to the lack of response a timber warrant was prepared with double dooamage per RSA 79:12. Christiansen made a motion, 2<sup>nd</sup> by Artimovich to sign the timber tax warrant issuing double dooamage. All were in favor.

Clement said the Pinard contract is expiring June 30, 2020. She would like to see numbers for a 6 month extension to get the contract lined up with the budget year and then prepare a bid summer 2020 for the Jan 1, 2021 start date. Clement asked if the board was agreeable to that or if they would prefer to release an RFP this summer in order to secure a solid budget for 2020. Faria said he liked the extension and asked Clement what she was expecting for figures. Clement said the trash collection will increase by the same escalator as in years past, which will be a couple hundred dollars. The recycling environment has changed substantially in the last 5 years and that is where we will see a big increase. The 6 month extension will be reflective of what the market looks like today and cannot substantiate the same escalator that we were locked into.

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Clement said she would expect to see that with any vendor. The board agreed to move forward with a 6 month extension and hold the RFP for next summer.

Clement said Steve Cummings, town engineer, is proposing to submit for an emergency replacement for Rowell Road West. We can do this by submitting a simple plan and proceed to install the culvert. We can submit the final plan after the installation etc. Cummings is proposing to replace the twin corrugated culverts with a single arch 8' wide x 4' high. He has a quote for the precast culvert, footings etc. of \$25,000 delivered to the site. The product is in stock and we can proceed almost immediately once DES D&F is notified. Christiansen made a motion, 2<sup>nd</sup> by Faria to proceed with an emergency replacement. All were in favor.

Christiansen made a motion, 2<sup>nd</sup> by Thompson to approve the public minutes of 07/30/2019 as amended. All were in favor.

Christiansen made a motion, 2<sup>nd</sup> by Faria to approve the nonpublic minutes of 07/30/2019 as amended. All were in favor.

Thompson said the cemetery trustees would like it on the record that they are not happy with the mowing company.

Faria said the light at Lewis Builders at Rte. 125 and South Road is very bright. He asked if Kaiser could take a look.

Faria would like to donate \$400 to SST for the tables made. Clement said she will find the money. A motion was made by Christiansen, 2<sup>nd</sup> by Thompson to donate \$400 to SST and write thank you letters to SST, Highland Hardwoods, and Advanced Custom Cabinets. All were in favor.

At 7:27 pm a motion was made by Christiansen, 2<sup>nd</sup> by Faria to adjourn. All were in favor.

Respectfully submitted,

Karen Clement

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WEEKLY TREASURER'S REPORT				
<b>DATE:</b>		<b>8/6/2019</b>		
<b>Citizens General Fund:</b>				
	Previous Balance:	21,884.92		
	Deposits:	86,006.79		
	Payroll:	28,740.98	DD: \$24548.95	CK: \$4192.03
	FICA:	3,382.35		
	to Impact Fees	7,236.00		
	A/P: Regular	\$55,955.49		
	Non-A/P			
	void checks			
	From MMA			
	To Rec	-		
	TO MMA			
	Account Balance:	12,576.89		
	Interest Earned YTD:	29.77		
	CD's	3,500,000.00		
<b>MMA:</b>	Unrestricted Balance	930,447.58		
	Total Invested Funds:	4,430,447.58		
	Interest Earned YTD:	24,363.95		