

## Selectboard Minutes

January 10, 2023

Present: Andy Artimovich, Chair  
Jennifer Jones, Vice-Chair  
Robert Mantegari  
Jon Morgan  
Russ Kelly

At 6pm, Artimovich called the meeting to order.

The Board reviewed payroll and accounts payable then signed the register.

Mantegari motioned, seconded by Morgan, to accept the consent agenda which consisted of public minutes from 01/03/2023, recreation manifest, treasurer's report (found at the end of these minutes), and the following building permits:

- HPM Leasing, 415 Route 125, Electrical
- Anthony & Carol Marino, 26 Mill Pond Road, Building
- Elizabeth & Dennis Green, 67 Lyford Lane, Building
- 3 Ponds LLC, 72 Three Ponds Drive, Electrical
- 3 Ponds LLC, 70 Three Ponds Drive, Electrical
- 3 Ponds LLC, 60 Three Ponds Drive, Electrical
- Glen Cote, 8 Hilltop Lane, Electrical
- Winwood Commons, 77 North Road, Minor Projects - roof

All were in favor.

Karen Clement, Town Administrator, presented the board with the 2023 Assessing contract which was approved by the DRA. The only changes were a wording change from Board of Selectmen to Selectboard, and the rate increased to \$2,250 per month. Mantegari motioned, seconded by Jones, to sign the contract. All were in favor.

Chief Bird, Brentwood Fire Chief, was present to request funds for the fire department's purchase of interior and exterior cameras. He presented the board with four proposals ranging in price from \$7,000 to \$23,000. Chief Bird requested the board consider a \$9,894.79 proposal. He explained the lowest bid did not include all the coverage he requested to be quoted, a monitor for upstairs and does not have the capacity/capability to add more cameras in the future. Chief Bird explained the highest bid did not include a coverage map but does have the capability to add more cameras in the future and offers longer storage time.

Artimovich asked what the camera resolution was for the desired bid. Bird responded he was unsure of the specifications "off the top of his head", but the information could be found on the proposal. Jones asked where the funds would come from to cover the expense. Clement explained the fire department planned to encumber the funds. Mantegari asked if the footage could be sent to the cloud and how long the videos are stored. Artimovich stated the system has 60 TB of storage.

Kelly made a motion to accept the \$9,894.79 proposal from wickedMojoit for the outlined camera system and encumber the funds from the fire budget. Mantegari seconded the motion. All were in favor.

Chief Bird requested \$50,000 to be added to the existing capital reserve fund (CRF) for the purchase of fire and rescue vehicles. Mantegari motioned to recommend a warrant article To see if the town will vote to raise and appropriate the sum of Fifty Thousand Dollars (\$50,000) to be added to the existing capital reserve fund (CRF) for the purchase of fire and rescue vehicles. (Majority Vote Required). Morgan seconded the motion. All were in favor.

Wayne Robinson, road agent, presented the highway warrant articles. Robinson's third warrant article request was to raise and appropriate \$25,000 to be added to the existing Repair Town Bridges Capital Reserve Fund. Clement stated from Senate Bill 401, the town accepted \$89,000 last week. That money is a state grant for a specific purpose of bridge aid and is non-lapsing according to Clement. It is not recommended to move that money into the Capital Reserve Fund because the money is already restricted. Clement explained there is still about \$45,000 outstanding for the bridge project. Mantegari stated the grant money would be used first. Mantegari motioned, seconded by Jones, to strike this warrant article. All were in favor.

Selectboard Minutes  
January 10, 2023

Mantegari recommended the Road Repair warrant article “to see if the town will vote to raise and appropriate the sum of Three Hundred Fifty Thousand Dollars (\$350,000) for the purpose of public road repair and maintenance” and the CRF Highway Vehicles & Equipment warrant article “to see if the town will vote to raise and appropriate the sum of Fifty Thousand Dollars (\$50,000) to be added to the existing Highway Vehicles/Equipment Capital Reserve Fund”. Jones seconded the motion. All were in favor.

Robinson explained his plan for the road repair money which includes paving on Prescott Road, overlay and repair on South Road, and culverts on Mill Road. Morgan expressed his concern that \$350,000 will not be enough.

Kelly shared he was contacted by a few residents regarding potholes on Pine Road. Robinson explained those potholes had been filled today. Kadra Street was also brought up by Kelly. He asked if there is anything Robinson can do to help ensure there is not extra snow built up in front of his driveway from Fremont’s plowing. Robinson stated he would reach out to Fremont to see if a plan could be developed to eliminate large drifts in front of that driveway.

Robinson shared he would like to encumber funds for radios for the trucks. He is hoping to obtain radios for the 2 new trucks and 3 portables. Robinson explained there was an inability to effectively communicate during the last storm involving the wind and numerous downed trees. He also stated there was an issue using cell phones because there was no service during parts of the storm. Artimovich stated he would like to see radios for the fire department, police department, and highway department on one RFP. Morgan asked if there are any available grants. Artimovich responded there are none available for radios. Kelly asked if there is any way to repurpose radios from the fire department for the highway department. Artimovich stated it was unlikely. Artimovich asked if a repeater channel for the town had been considered. Chief Bird responded part of the issue is the age of the equipment Robinson is utilizing.

Robinson requested to encumber funds to replace his 2009 desktop computer. Artimovich responded that Clement would contact Block 5 to spec out a computer and explained that purchase would come from the IT Hardware budget not encumbered funds from Robinson’s budget.

Clement presented the board with two warrant articles. Mantegari motioned to recommend CRF IT Hardware warrant article “to see if the town will vote to raise and appropriate the sum of Twenty-Five Thousand Dollars (\$25,000) to be added to the existing Information Systems Hardware Capital Reserve Fund” and the CRF Revaluation warrant article “to see if the town will vote to raise and appropriate the sum of Twenty-Five Thousand Dollars (\$25,000) to be added to the existing Revaluation Capital Reserve Fund to meet our constitutional and statutory requirement that assessments are at full and true value at least as often as every fifth year”. Morgan seconded the motion. All were in favor.

Mantegari motioned, seconded by Morgan, to encumber \$4,185 for audit expenses. All were in favor.

Mantegari motioned to encumber \$63,119.56 for the power load stretcher for the fire department. Morgan seconded. All were in favor.

Morgan motioned, seconded by Mantegari, to encumber \$20,000 for the clean up of Smith Road should it be needed. All were in favor.

Following the annual fire inspection, there was a request to encumber \$2,143.20 for replacement of LED lights, signage, and remote heads in the government buildings. Artimovich asked the money to be taken from the Capital Reserve Funds for buildings. Mantegari made a motion, 2<sup>nd</sup> by Morgan to expend \$2,143.20 from the CRF for maintenance of town owned buildings. All were in favor.

Mantegari motioned, seconded by Kelly, to encumber \$6,000 from the Planning Board for Plan NH. All were in favor.

The request was to encumber \$25,000 from TAN for legal contingency. Clement explained there are two cases going to trial this year. Mantegari expressed his concern that it will not be enough to cover legal costs. Morgan asked what happens if there is not enough money to cover legal expenses. Artimovich explained they would overspend that budget item and increase the amount in the next budget. Jones motioned to encumber \$10,000 from Planning Board for legal expenses. Mantegari seconded the motion. All were in favor.

Jones asked if the board desired to encumber the remaining funds for legal funds. Artimovich stated if the board thought they would need additional funds they should have budgeted for it.

## Selectboard Minutes

January 10, 2023

Clement presented the board with the request from the Conservation Commission to encumber \$4,200 for an appraisal. Mantegari motioned, seconded by Jones, to accept the request to encumber those funds. All were in favor.

Clement shared an update with the board from the previous meeting. She explained the fire department does have a well-being list which is maintained by Captain Cynewski.

Clement offered an update about childcare for the Town Meeting. She explained the town has been granted permission for childcare. Clement has been asked to reach out to Mr. Kew to coordinate use of a few rooms. She explained Andy Gray, Rec Director, is working to find staff to cover the childcare services.

Artimovich shared the Budget Committee reopened the library budget. He explained they reached an agreement with the library on a few salaries which decreased the budget about \$9,000. Mantegari motioned, seconded by Jones, to reopen the budget. All were in favor.

Mantegari motioned, seconded by Jones, to recommend the acceptance of the \$317,992.15 library budget. All were in favor.

Carole Belliveau, Mill Road, requested the chair state the new rates the Director and Assistant Director will be receiving. Artimovich responded \$34.82/hour and \$30.55/hour respectively.

Kelly shared the Communications Committee has a meeting this Thursday.

Morgan shared that Economic Development met last night. They have decided the first quarterly breakfast will be May 8<sup>th</sup> at 9am. He requested Clement add him to the Town Meeting schedule to allow for a quick update on Economic Development happenings.

Mantegari asked the board if he should remain on the future building committee for the police department or if a replacement should be found now. Artimovich suggested Mantegari remain on the board until after elections.

Jones shared the School Board held a meeting last night. There was a presentation on social/emotional learning which was presented by the school psychologist according to Jones. She also shared the school was awarded a \$20,000 safety grant. Jones added there is no school on March 14<sup>th</sup> and the building can be used for the elections. She also updated the board that Letty Bedard will be presenting the school warrant articles.

Letty Bedard, as a member of the school board but not on behalf of the schoolboard, shared it was decided at the meeting that the school could be used for the March and November elections, but not the primaries.

Letty Bedard, Middle Road, speaking as a citizen, asked about the guardrails on Mill Road that were previously discussed. She asked if there was still a plan to install them with or without the assistance of the developer. Artimovich stated it would not be until next summer. Robinson responded there is work that needs to happen with the road and trees before the guardrails can be installed.

At 7:03pm, Mantegari motioned, seconded by Jones, to go into non-public for consideration of matters relating to the preparation for and carrying out of emergency functions, personnel, and legal. All were in favor.

At 7:28 pm, Mantegari motioned to come out of nonpublic and seal the minutes from the non-public meeting. Jones seconded the motion. Jones – aye; Mantegari – aye; Kelly – aye; Morgan – aye; Artimovich – aye.

At 7:28 pm Mantegari made a motion, 2nd by Jones to Adjourn. All were in favor.

Respectfully submitted,

Tamera Peek

Selectboard Minutes  
January 10, 2023

WEEKLY TREASURER'S REPORT				
<b>DATE:</b>			<b>1/10/2023</b>	
<b>General Fund:</b>		<b>TD BANK</b>		
Previous Balance:		8,095,322.74		
Deposits:		88,296.59		
Payroll:		26,360.91	DDP: \$25,865.88	
			CHK: \$495.03	
FICA:		6154.87		
PD Admin CC			Reg A/P Cks \$5,817.11	NHRS \$
A/P:		5,817.11	Swasey : \$	CO-OP: \$
GF to Impact Fees				
Trans to Rec CC Pd		(100.00)		
Account Balance:		8,145,186.44		
Interest Earned YTD:		13,476.34		
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Joyce A. Gallant, Treasurer				