

Board of Selectmen
Minutes January 18, 2022

Convened at 6:00 pm

Present: Ken Christiansen
Robert Mantegari
Andrew Artimovich
Jon Morgan

Christiansen called the meeting to order.

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

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

Mantegari made a motion, 2nd by Morgan to approve the public minutes of 01/11/2022 as written. The motion carried with Artimovich abstaining.

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

- Biscotti Family Trust, 36 Longmeadow Drive, electrical HVAC: signed by Board
- Brian Sullivan, 11 James Circle, electrical for basement: signed by Board
- Adam Rauwerdink, 5 Wendell Drive, plumbing for a bath remodel: signed by Board
- Three Ponds LLC, 50 Three Ponds Drive, new dwelling: signed by Board
- Three Ponds LLC, 31 Three Ponds Drive, new dwelling: signed by Board.

Wayne Robinson, Road Agent, was present to discuss warrant articles for the highway department.

Road Repair: 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.

Clement said this was discussed a couple of weeks ago and the question is whether or not this money should include the paving of the parking lot at the BRC. Artimovich reviewed the 2021 budget and suggested encumbering \$82,000 for the paving of the BRC. This would allow all \$350,000 to be used on roads. Morgan asked if the \$82,000 was removed from the warrant article if that would be enough money or if we should keep it. Artimovich said we should keep it as \$350,000 annually is not enough to keep up.

Robinson said before the board voted to encumber all of that money, he wanted to mention repairs needed on the 2006 dump truck. He said the side delivery is collapsed and the body is bent. He can use the truck but not the side delivery. The cost to replace the body will be about \$50,000. Artimovich said if the engine is good a new body will extend the life of the truck. Morgan asked how much time we could get out of it. Mantegari said a new truck is \$200,000. Over 20 years, which is \$10,000 of value each year. If the truck is already 16 years old, he did not think it was worth spending \$50K on. Robinson said he has a 2001 truck with a new body. He said he could take the body off that truck in the spring and put it on the 2006 truck, then dispose of the 2001. The board agreed that would be the way to go.

Mantegari made a motion, 2nd by Morgan to encumber \$82,000 for paving of the BRC parking lot. All were in favor.

Artimovich made a motion, 2nd by Mantegari to recommend: 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. All were in favor.

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Robinson said a new truck is about \$200,000. He has 4 trucks that will need to be replaced within the next 6 years. He said they are costing more than they are worth to repair. Clement said there is about \$111,000 in the capital reserve fund (CRF) now. Robinson is requesting an additional \$50,000 for the CRF. Artimovich suggested increasing that to \$100,000 and eliminating the warrant article for winter maintenance. Robinson said he would be okay with that.

Morgan made a motion, 2nd by Artimovich to recommend: To see if the Town will vote to raise and appropriate the sum of One Hundred Thousand Dollars (\$100,000) to be added to the existing Highway Vehicles/Equipment Capital Reserve Fund. (Majority vote required). All were in favor.

CRF Repair of Town Bridges: 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 Repair Town Bridges Capital Reserve Fund. (Majority vote required). Tabled until 2/1/2022 when the Mill Road Bridge Bids will be opened.

ETF Winter Maintenance: To see if the town will vote to establish an expendable trust fund under RSA31:19-a for the purpose of winter maintenance and to raise and appropriate the sum of Fifty Thousand Dollars (\$50,000) to be placed in this fund. This amount to come from unassigned fund balance. Further, to name the selectmen as agents to expend from said fund. (Majority Vote Required). Eliminated for 2022.

Rebecca Dunham, Historical Society, was present with the application for the grange to be added to the state registry of historical places. Mantegari made a motion, 2nd by Artimovich for Christiansen to sign the application. All were in favor.

Dunham said this shows the determination and value of volunteers and this could not have been accomplished without them.

Mantegari made a motion, 2nd by Artimovich for Christiansen to sign the state application for mosquito control. All were in favor.

Joe Bird, Fire Chief, was present to discuss his budget. At the last budget meeting the budget committee voted for the 2 additional firefighters to be a warrant article and removed from the budget. Bird said the budget for 2 at 12 hours, per diems, and standby with the pay matrix is a budget of \$804,994. The increase accounts for the pay matrix, moving the standby pay to the operating budget and increasing the wage to \$100 per night, moving the training to the operating budget (both were previously accounted for in the ambulance budget), and the administrative assistant position going full time. Mantegari made a motion, 2nd by Artimovich to open the fire budget. Artimovich made a motion, 2nd by Mantegari to approve the fire budget of \$804,994. All were in favor.

Bird said the firefighters will be \$91,183.91. Clement said removing these 2 positions from the budget reduces the benefits budget by about \$32,000. The new budget needed for benefits is \$332,131. Artimovich made a motion, 2nd by Mantegari to open the benefits budget. All were in favor. Mantegari made a motion, 2nd by Artimovich to approve the benefits budget of \$332,131. All were in favor.

Clement will work with Bird to finalize the warrant article. Artimovich said Bird was not needed next week if the numbers are ready.

Bird said he would like to ask for \$50,000 to be added to the CRF. He said a new truck will be about \$1M. Clement said there is \$168,000 in the fund now. No deposits have been made since 2017 when the old fire station was sold. Morgan asked for clarification on the \$1M. Bird said they would likely do a lease purchase and whatever is in the CRF would be used as down payment. Mantegari made a motion, 2nd by Artimovich to recommend: To see if the Town will vote to raise and appropriate the sum of Fifty Thousand Dollars (\$50,000) to be added to the previously established Fire/Rescue Vehicles Replacement Capital Reserve Fund. (Majority vote required) All were in favor.

Bird said he has a GOFERR grant application for \$50,000 for lifepaks. The total cost is \$58,601.54 leaving the town

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contribution to be \$8601.54 (10% grant match of \$5860.15 plus remaining balance over grant award of \$2741.39). He would like to encumber the funds as the grant award is pretty much guaranteed. Clement said as long as the application has a 2021 date on it, it will be acceptable. Mantegari made a motion, 2nd by Artimovich to encumber \$8601.54 towards the grant for lifepaks. All were in favor.

Julie Avant, Brentwood Newsletter (BNL), was present to continue the discussion on funding for the BNL for 2022. Avant distributes a memo to the board. Mantegari reads the memo into the record (memo attached). Mantegari said the general government budget will need to be reopened. The cost is \$1472.73 per month, which would account for an increase of \$1869 in the general government budget. Alina Arida, 25 Lebreux Street, suggested adding an online version to reduce the printing and postage costs. Becky Dunham, BNL, said a survey was done in 2018 and only 4 percent of the participants wanted it online at that time. Morgan said they are asking for a large increase, and he was not sure the entire cost should be absorbed by the town. He said advertisers are paying for something to be published. If the ad is not published, there is no cost to the advertiser so they should not be hesitant to continue to advertise.

Mantegari made a motion, 2nd by Artimovich to open the general government budget. The motion carried with Morgan opposed. Mantegari made a motion, 2nd by Artimovich to approve the general government budget of \$33,416. The motion carried with Morgan opposed.

Kim Leo, 23 Lebreux Street, said over the summer the town asked for a contract to be put in place with some journalistic standards. She said it is not adding up and would like to see receivables for what we are getting for the money. She is concerned that the town made a commitment to put a contract in place and that it will not happen. Christiansen said it will be discussed next. Mantegari said the commitment made was for a warrant article but discussion about a contract will be coming. Artimovich said we should have a contract in place to define the services to be received. Morgan said this just needs to be transparent. Christiansen asked Avant if she thought a contract was necessary. Tracy Descoteaux, BNL, asked what the contract would say. If it says, they will produce 11 issues a year, then they would sign a contract. They have received \$3700 in advertising last year. Dunham said that is for 3 business directories.

Artimovich said there needs to be a standard of what gets in and what does not. He said if the recreation director submits something, it should be published. Clement said recreation had submitted programming information and was told by the BNL that it would not be published. Descoteaux said Robin Wrighton had responded to Gray that those programs would be promoted one time and then only would be for a fee as they saw it as free advertising. Clement said the programs are town sponsored and the participants are offered a discounted rate to participate through our recreation department. Morgan said they are town services. Clement said if the town employees or town departments make a submission, it should be published and should not be up to the BNL to cut that content. The service provided should be layout and design and not which town programs should be published or not. If there is a question on content from a town department then it should be up to the town to say yes or no, not BNL. Christiansen said if the recreation director sends something, that should be honored as he is a town employee and is promoting town programs.

Avant said she would provide a list of what content is usually included on each page of the issues. Clement said elections, trash and collection, recreation sports and programming, historical society, school district updates, and local news. Dunham said fire, police, and church news is often included as well. Artimovich asked if editorials should be included. Dunham said she felt strongly that editorials should be included to generate healthy discussion in town. Morgan said everyone should be held accountable and was okay with editorials if on a local level. Jim Berlo, 38 Scrabble Road, said conceptually you are about to neuter the newsletter, and this is an attempt to micromanage what they like or do not like about it.

Janice Wiers, Library Director, said she finds the newsletter to be extremely valuable. It is how most patrons learn of library programs and she wants to make sure she gets the most exposure to promote her programs. Over time the content of the library has been cut and space reduced. It is essentially just a calendar now. There are no hours included either. She said if the town is going to pay for the newsletter, then it should include town news. She said the December

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issue had a whole page on poinsettias which was beautiful but, in the meantime, she was cut to ½ a page so that a whole page could feature this article on poinsettias. Recreation and library news should not be cut for these articles. Dunham said we need a cover story to draw interest.

Eric Turer, 33 Peabody Drive, said a couple of years ago he put forward a petition warrant article for a process to be created for content to be reviewed. Turer said there is a pool of volunteers that have been doing it a long time and why not consider bringing it inhouse.

Lois DeYoung, 105 Crawley Falls Road, said Wrighton spends 40-50 hours a month as editor. That would cost a position and benefits to bring that in house. The BNL is a separate organization and that was done at the request of the town a couple of years ago.

Wiers said she wants to make sure her budget dollars make the most impact. Avant suggested the library comes with what they want presented. Wiers said she does but then is asked to cut it down. A lot of patrons do not use the computer and go to the library to read them. DeYoung asked if she got lots of copies. Wiers said she used to but does not anymore. Wiers said she would like to work with Wrighton, but her hands have been tied. Dunham said the number of copies has been short because of costs. Wiers said that is why she has asked for a pdf and offered to make the copies herself and that was not allowed.

Sue Mitchell asked if there was a list of volunteers. She said she did offer to volunteer and never heard back. Leo said if they need volunteers, they should publish the contact information as that cannot be found anywhere. Jim Johnson, 31 Shannon Way, said call and ask when to show up. Mantegari said we probably do not have the volunteers we used to have, no one's showing up.

Dunham said the newsletter was used for a lot of the content for the 275th book. It is a great tool for an archive of town history.

Bill Dunham, 9 Block Drive, said this was nothing more than politics and should continue in the same vein.

Christiansen said let's get back to the warrant article. Morgan said he is concerned about a warrant article without a contract in place. Artimovich suggested that advertising revenue be submitted in December 2022 and that dollar amount is reduced from the 2023 warrant article or budget. Descoteaux, said that would also cover the first 3 months of 2023. Clement asked if they wanted to allow opinion pieces. Christiansen said editorials no, opinions okay. Mantegari said editorials are not needed or warranted. Mantegari said when Linda was editor if someone wrote something then the other side was presented the next month, so it was always balanced. Morgan said Linda used to be contact people if an article was going to run about them to allow them an opportunity to respond in the same issue.

Matt Lipinski, 222 Middle Road, asked if the warrant article was put forward, but a contract was not able to be negotiated can you pull the warrant article before it goes for a vote to the people. Artimovich said it could be tabled at town meeting. Lipinski said it is a reasonable point that Morgan makes but the board has the ability to withdraw the warrant article so there the town would be covered.

Mantegari made a motion, 2nd by Artimovich to recommend: To see if the Town will vote to raise and appropriate the sum of Eleven Thousand, Seven Hundred Eighty-One Dollars (\$11,781) for the purpose of printing, postage, and distribution costs for 8 issues of the Brentwood Newsletter. (Majority vote required). The motion carried with Morgan opposed.

At 8:02 pm Artimovich made a motion, 2nd by Mantegari to adjourn. All were in favor.

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Respectfully submitted,

Karen Clement

| WEEKLY TREASURER'S REPORT | | | | |
|---------------------------|----------------------|------------------|------------------|------------------|
| DATE: | | 1/18/2022 | | |
| General Fund: | | TD BANK | | |
| | Previous Balance: | 6,928,608.57 | | |
| | Deposits: | 97,791.04 | | |
| | Payroll: | 21,938.05 | DDP: \$21,779.73 | |
| | | | CHK: \$158.32 | |
| | FICA: | 5552.79 | | |
| | to Impact Fees | - | Reg A/P Cks \$ | NH Retirement \$ |
| | A/P: Regular | 16,022.49 | Swasey : \$ | CO-OP: \$ |
| | void checks | | | |
| | Account Balance: | 6,982,886.28 | | |
| | Interest Earned YTD: | | | |
| Former MMA | Interest Earned YTD: | | | |