

Board of Selectmen
Minutes April 21, 2020

Convened at 6:00 pm

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

Artimovich called the meeting to order. The board granted permission for Mantegari to participate telephonically. The board opened the meeting with the Pledge of Allegiance.

In accordance with the Emergency Order #12 and #23 pursuant to Executive Order 2020-04, we are utilizing YouTube Live for this electronic meeting. The public has access to contemporaneously listen and, if necessary, participate in this meeting by clicking on the following website address: <https://youtu.be/ecmwQukP1FE>.

The "Chat" feature in YouTube Live will be enabled to allow the public to participate. Please use this feature to type your public comments or questions for the BOS. If anybody has a problem, please email at: kclement@brentwoodnh.gov.

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.

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

- Three Ponds LLC, 8 Three Ponds Drive, finish basement: signed by the Board
- Letty Bedard, 198 Middle Road, electrical permit for whole dwelling: signed by Board
- Revision Energy, 7A Commercial Drive, electrical and minor permit for solar array: signed by Board.

Kaiser prepared a memo for 313 Rte. 125. Artimovich read the memo aloud (on file in BOS office). The board agreed that should be mailed and Mantegari was put on notice in reference to potential health violations.

Faria made a motion, 2nd by Christiansen to approve the public minutes of 04/14/2020 as written. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

Christiansen made a motion, 2nd by Faria to approve the nonpublic minutes of 04/14/2020 as written. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

Christiansen made a motion, 2nd by Faria to approve the public minutes of 04/07/2020 as written. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

Christiansen made a motion, 2nd by Faria for Artimovich to sign the equitable sharing agreement and certification for the drug forfeiture account. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

Christiansen made a motion, 2nd by Faria to sign the CAI GIS Internet Agreement (for online tax cards and mapping). Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

Mantegari made a motion, 2nd by Faria to re-appoint Tammy McNeil and Jessica Duffy as members to the recreation commission for 3 years. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

Clement prepared the RFP for engineering services to repair/replace the Mill Road Bridge over the Exeter River. Clement reviewed the scope, timeframe, and included the most recent DOT inspection report. Artimovich suggested the pre-bid conference be held by appointment only. Christiansen made a motion, 2nd by Faria to approve the RFP as amended. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

Artimovich said with the current environment, the town will experience a decrease in revenue. He suggested a spending cap to help reduce expenses during the pandemic. Mantegari suggested \$1000; Artimovich suggested \$500. Police Chief, Ellen Arcieri, said that would be problematic if they needed to obtain PPE. Clement said the board is also only meeting 2 times per month, but they could approve expenditures electronically or exempt PPE. Christiansen made a motion, 2nd by Mantegari to impose a spending cap of \$500 for all purchases with the exception of obtaining PPE for the purpose of Covid -19. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

Clement said Remote Learning was extended through the end of the school year. She said it was expected to hear a decision from the Governor as to the stay at home order by early next week. She asked the board if they had any thoughts on the impact if the stay at home order was to be lifted while remote learning was in place. Christiansen said they are aware that would pose a significant hardship on many employees. Faria said he did not see why we would not continue with status quo and did not anticipate the stay at home order being lifted on 5/4/2020.

Arcieri was present to discuss a schedule for the officers during the Covid-19 pandemic. The schedule is based on 2 platoons, each working 7 days in a row with the following 7 days off. Each work day would be 9 hours. The officers would work 63 hours, with 17 hours built in for report writing alleviating the need to pay overtime. They would be paid for 80 hours regardless. Mantegari said he wants to be sure there is no overtime paid. Clement said the board would need to define the work period as 80 hours over 14 days. Arcieri said if she loses an officer to an exposure, they would be paying overtime to backfill that position. The purpose of the schedule would reduce exposure for the officers and several surrounding towns have moved to this model. Artimovich said the opposite platoon will need to be limited on details during their “off” week otherwise, we are not limiting their exposures. Mantegari said he would like to wait and see what happens next week with the stay at home order. This will be tabled until the 5/5/2020 meeting.

Thompson asked about the office being cleaned. Clement said the town office is being cleaned after meeting nights, the BRC was cleaned when the stay at home order was placed and is not being cleaned 2

times a week while the building is not in use. Clement said those cleanings have been reallocated to the police department as they have higher risk of exposure at this time. Clement also said that the cleaners have purchased special equipment to do a deep cleaning when we begin to open back up.

Mantegari said the library would like the balance in their impact fee account as they are looking into ADA compliant doors and an elevator.

Mantegari asked how working remotely was working for the town office staff. Clement said everyone is keeping busy and putting in their time. They are tracking work performed on their timesheets. Artimovich suggested voicemail to email option while remote working.

Thompson said the porch at the Grange was complete, and it looks great.

Artimovich said Senator Morgan has reached out to check in and see if the town needs anything Mantegari said Yokela has reached out as well. Artimovich thanked them both.

At 6:46 pm a motion was made by Christiansen, 2nd by Faria to go into nonpublic sessions per RSA 91-A: 3, II for (a) personnel. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

At 7:58 pm a motion was made by Christiansen, 2nd by Faria, to come out of nonpublic session and seal the minutes. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

At 7:58 pm a motion was made by Mantegari, 2nd by Faria to adjourn. All were in favor.

Respectfully submitted,

Karen Clement

WEEKLY TREASURER'S REPORT

DATE:

4/21/2020

Citizens General Fund:

Previous Balance:	14,007.36		
Deposits:	32,319.40		
Payroll:	21,328.10	DD: \$20070.28	CK: \$1257.82
FICA:	5,276.11		
to Impact Fees			
A/P: Regular	\$17,114.68		*via ACH
void checks	34.55		
From MMA	10,000.00		
A/P adjustment for March			
TO MMA			
Account Balance:	12,642.42		
Interest Earned YTD:	7.88		

MMA:

CD's	2,500,000.00		
Unrestricted Balance:	486,099.61		
Total Invested Funds	2,986,099.61		
Interest Earned YTD:	11,920.94		