

Selectboard Minutes

May 2, 2023

Present: Jennifer Jones, chair
Andy Artimovich, vice-chair
Jon Morgan
Russ Kelly
Paul Kleinman

At 6pm, Jones called the meeting to order.

The Board signed the payroll and accounts payable summary register.

Artimovich motioned, seconded by Kelly, to accept the consent agenda which consisted of public minutes from 04/18/2023, nonpublic sealed minutes from 04/18/2023, recreation manifest, intent to cut, treasurer's report (found at the end of these minutes), and the following building permits:

- Gregory & Aleksandra Craven, 19 Eleanor's Way, Electrical
- Megan Ulin, 63 Peabody Drive, Electrical
- Lattime Family Revocable Trust, 167 Crawley Falls Road, Building
- Donna & Daniel Daigle, 20 Idyllwood Drive, Solar
- 3 Ponds LLC, 78 Three Ponds Drive, Electrical
- 3 Ponds LLC, 80 Three Ponds Drive, Electrical
- 3 Ponds LLC, 84 Three Ponds Drive, Electrical
- 3 Ponds LLC, 86 Three Ponds Drive, Electrical
- 3 Ponds LLC, 83 Three Ponds Drive, Electrical
- 3 Ponds LLC, 85 Three Ponds Drive, Electrical
- Zahid Corp, 374 Route 125, Electrical
- Frank Harriman Trust, 140 Pickpocket Road, Minor Project – roofing system installation
- Jon Lariviere, 87 Three Ponds, Building – New Dwelling
- Jon Lariviere, 91 Three Ponds, Building – New Dwelling
- Jon Lariviere, 106 Three Ponds, Building – New Dwelling
- Jeanine Fischer & John Sheppela, 22 Lebreux Street, Electrical
- Tiffany Fabiano, 304 South Road, Pool
- SCL Realty, 26 Route 125, Electrical
- 3 Ponds LLC, 78 Three Ponds Drive, Plumbing
- 3 Ponds LLC, 85 Three Ponds Drive, Plumbing
- 3 Ponds LLC, 84 Three Ponds Drive, Plumbing
- R & D Family Trust, 92 Deer Hill Road, Electrical
- Massimo & Brooke Rosati, 35 Longmeadow Drive, Minor Project

All were in favor.

Lois DeYoung, Crawley Falls Road, submitted her Statement of Interest for a library trustee position.

Liz Faria, South Road, stated she was at the School Board meeting last night. She asked about the \$16,000 deficit and questioned how \$10,000 of police impact fees could be accepted. Jones responded there was a safety and security project that needed to be done. She explained the project was added to the Capital Improvement Plan for the town allowing for school and police impact fees to be used toward the project. Jones added the police department voluntarily offered the impact money toward this important yet unanticipated expense.

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Faria claimed town money could not be used for the school. She explained she does not understand how this need was missed. Faria stated every year money is put into safety and security at the end of the year. Jones replied that legal counsel for both the town and school were consulted. She explained after discussions, it was determined impact fees could be utilized. Faria asked who legal counsel was. Jones responded the town consulted with Mitchell Municipal Group and that she was unsure who the school counsel was.

Becky Dunham, Block Drive, shared with the board the Robert Schroeder dedication sign has peeled off. She requested a new sign be put up. Karen Clement, Town Administrator, responded she believes the rock was placed there by the highway department, but the sign was the project of the Swasey PFG. Jones stated she believes the sign is under the purview of the school. Dunham offered a photo she had taken. Clement requested Dunham email her the photo. Clement offered to pass along the photo and info.

Clement presented the board with a tech upgrade proposal. She explained updating the server licensing prevents hardware replacement for five years. Clement explained this is already budgeted for in the IT Capital Reserve Fund. Artimovich motioned, Morgan seconded, to expend \$14,948 from the CRF: IT Hardware with the contingency that the speed on quote 1555 is 1000Mbps or 1G of internet service otherwise expended funds would be reduced to \$14,488. All were in favor.

Artimovich added the speed increase may help with the camera situation.

Jones addressed some follow-up items that were previously before the board. She reminded the board Chief Bird had previously been before the board during budget season to request the fire department's PTO and sick time to be examined. Chief Bird had proposed the policy be adjusted to reflect the 24 hour schedules the full-timers are working. Clement stated the police chief and fire chief would be meeting in the next few weeks and should be coming to the board with a proposal at one of the next few meetings.

Jones shared the status of the website contract. Clement explained Primex had reviewed the initial terms and conditions of the website agreement. They had suggested some changes which were presented to MunicipalOne. Clement explained MunicipalOne was agreeable to striking instead of changing some of the amendments. Kleinman asked about the escalator cap. Clement responded they were agreeable to that. Kleinman asked if Clement was going to go back to MunicipalOne about the governing state being Missouri. He stated MunicipalOne was in favor of striking an entire clause rather than just rewording it to name NH as the governing state of authority in a dispute. Clement stated a request to extend the deadline beyond May 1 was sent. Morgan questioned if striking a clause is unusual. Kleinman stated he felt it was unusual.

Jones, as the Selectboard rep, shared she attended the School Board meeting last night. She explained the topic of elections arose as discussion of setting the school schedule was covered. Jones shared the School Board seems to be opposed to closing the school additional days for the primary elections. She explained it appeared the School board was in agreement to allowing the use of the building for the March and November elections, but opposed to the two primaries in February and September being held at Swasey.

Clement asked what the reasoning was for the School Board declining the request. Jones responded that the school does not want to close for 2 additional days. Letty Bedard, school board member, stated it is not possible to section off voting from the area students are in and it would prevent the cafeteria from being utilized by students. Morgan stated he is not willing to have the elections at the school while school is in session. Kleinman questioned the adamancy of all the elections being held at the same location. Jones responded that the town has outgrown the space at the Rec Center when voter turnout is over 1,000 now. She explained there is not space to divide lines by last name as required and there was a counting error due to cramped space. Jones added the Town Moderator and the Town Clerk have both approached the board for assistance in finding a new venue.

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Artimovich believes having different voting locations for different elections will cause confusion. Morgan believes elections can work at the rec center. He pointed out there are “third-parties” that use some of the extra floor space. Artimovich argued that the Rec Center cannot adequately accommodate the presidential primary. Kelly recommends finding a way to use Swasey for all of the elections. He suggested Jones work with the school board. Jones added the primaries will be held in two different school years. Artimovich suggested Jones and Daphne Woss, Town Clerk/Tax Collector, request to be on an upcoming school board agenda. Jones agreed to request to be on the next school board agenda.

Jones addressed the committee reappointments. She announced the Recreation Commission openings have been posted and will close next Thursday. She added there have been three submissions thus far. Jones shared the library openings close on May 20th. She encouraged anyone interested in volunteering on either board submit their Statement of Interest prior to the deadline. Jones added the ZBA member openings and communications subcommittee openings will be the next to be posted.

Jones shared there was a piece of mail explaining the state will be paving North Road. She asked when it was slated to start. Clement stated there will be a kick-off meeting and invited Brentwood to attend. At that meeting, she explained the schedule and traffic details will be discussed. In order for the Brentwood police to provide traffic details the state requires specific training, according to Jones. Clement will be looking into whether or not the Brentwood officers meet the requirements.

Jones shared that she saw the library has started their gofundme fundraising efforts to repair the amphitheater. Artimovich asked where the library stands with bringing project numbers back to the board. Jones explained she recently spoke with Liz McConnell, chair of the library trustees. Jones explained McConnell stated they are vigorously working with their contractor on getting quotes and determining what work can be completed and in which phase.

Clement presented the board with a large event permit for an event being hosted by Grace Ministries and held at the BRC on June 24th from 12-5pm. Jones asked what number triggers the need for a large event permit. Clement responded it is for any event over 100 people. Artimovich moved to sign the form pending emergency management approval. Kelly seconded the motion. All were in favor.

Clement provided the board with a copy of the Selectboard Handbook. She explained references to Selectmen were changed to Selectboard or board member depending on the context. Jones asked if the committee reappointment updates were part of the handbook. Clement confirmed the changes were attached. Artimovich suggested a vote wait until the next meeting to allow the board members to review the handbook. Kleinman requested Clement email it to him. Artimovich reminded him it could be accessed through One Drive.

Artimovich had no committee updates.

Morgan shared Economic Development is hosting their first quarterly Brentwood Breakfast on May 8 at 9am at the Brentwood Recreation Center. Congressman Pappas will be the special guest according to Morgan. He shared it is open to the public and requested people email Jillian Benedix at jbenedix@brentwoodnh.gov if you would like to attend.

Morgan reminded the board and attendees there will be a Community Engagement Seminar on Friday, May 12th and Saturday, May 13th at the Recreation Center. He highlighted 2 input sessions on Friday:

- 3:30 – 5pm → public listening session to actively seek input
- 6:30 – 8pm → public listening session to actively seek input

Morgan shared that if you are not able to attend, but would like to offer some input, please email Jillian Benedix at jbenedix@brentwoodnh.gov.

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Morgan addressed the board regarding the latest Route 125 tragedy. He believes since the town has visibility from Councilor Stevens, it would be a good time to send a letter to Governor Sununu requesting an emergency session for a public safety change. Kleinman shared he had a recent call with Councilor Stevens. He explained they spoke about signage, and she stated she was speaking with the governor as she understands it is a crisis and needs a remedy. Jones shared she appreciated Chief Ventura's quotes in the seacoast online article. Morgan stated he believes Chief Ventura is doing his part and feels the board needs to do their part as well.

Kelly stated the towns have increased coverage on Route 125. Kleinman believes the only solution is a light at South Road. Artimovich believes lowering the speed limit will also help prevent tragedies and is a great start. Morgan shared his frustration that the intersection has been an issue for years.

Morgan motioned, seconded by Artimovich, to draft a letter to the governor requesting a crisis response team be formed to address the intersection of South Road and Route 125 with immediate action. All were in favor. Morgan asked for Councilor Stevens to be cc'd as well.

Kelly stated ZBA would be meeting this month. He asked for clarification on his role on that board. It was determined based on the 4/4/23 vote, Kelly would remain on the board as a non-voting member.

Kelly updated the board on the Energy & Efficiency Committee meeting. He shared Standard Power gave a presentation to the committee recently. Kelly explained the committee is in the info gathering stage and has not yet made a decision on a power coalition. Kelly expressed his gratitude and how impressed he was with the committee during that presentation. He shared Rick Labrecque, Energy & Efficiency Committee chairperson recently attended the CPCNH meeting. Kelly asked when the committee should update the selectboard. He noted their next meeting is the 3rd Wednesday of May.

Kelly noted CPCNH has been in the news for both positive stories and highlighting their struggles with legislative items. Jones shared Rick Labrecque has been assisting Swasey with the exploration of solar. She mentioned they have sung his praises there as well.

Kelly thanked the members of the Communications Subcommittee for all their hard work as well.

Kleinman shared Mark Kennedy has been appointed to the open position on the Planning Board. Jones requested the Planning Board chair come to an upcoming Selectboard meeting to share information on the housing grant and its process. She believes it would be helpful for the public to be informed of the process.

Jones shared she believes it has been 15 months since the bond was accepted by the Conservation Commission. She noted the Conservation Chair has not been before the board in some time. She requested the Chair come to a meeting to offer an update on any discussions on land conservation. Artimovich responded the Conservation Commission will be meeting on May 10th and he will suggest that at the meeting.

Clement shared the Arkell Memorial Service will be held on Friday, May 12th at 11:30am at the Tonry Cemetery.

At 6:50pm, Artimovich motioned, seconded by Morgan, to enter into non-public for legal, personnel, reputation, and real estate. All were in favor.

At 7:41pm, Morgan motioned, seconded by Artimovich to seal the minutes and go into public session. All were in favor.

At 7:41pm, Morgan motioned, seconded by Artimovich to adjourn. All were in favor.

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Respectfully submitted,

Tamera Peek

WEEKLY TREASURER'S REPORT				
DATE:			5/2/2023	
General Fund:		TD BANK		
Previous Balance:		4,140,110.32		
Deposits:		75,765.94		
Payroll:		33,937.43	DDP: \$32,325.04	
			CHK: \$1,612.39	
FICA:		7436.84		
A/P:		787,077.80	Reg A/P Cks \$20,840.80	NHRS \$
			Swasey \$181,000.00	CO-OP: \$585,237.00
Transfer to Impact Fees		10,854.00		
Admin CC Pd		(2,200.97)		
Voided Check				
Account Balance:		3,374,369.22		
Interest Earned YTD:		43,155.29		
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Joyce A. Gallant, Treasurer				