

Board of Selectmen  
Minutes May 05, 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 Faria 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/gFz7-KF2VVM>.

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](mailto: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:

- Daniel Pearson, 364 Middle Road, 2 car garage: signed by Board
- David Eldridge, 65 Middle Road, swimming pool: signed by Board
- Three Ponds LLC, 36 Three Ponds Drive, new dwelling: signed by Board.

Christiansen made a motion, 2<sup>nd</sup> by Mantegari to approve the public minutes of 04/21/2020 as written. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

Christiansen made a motion, 2<sup>nd</sup> by Mantegari to approve the nonpublic minutes of 04/21/2020 as written. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

Clement said businesses are beginning to flex open and the stay at home order was extended through 5/31/2020. Christiansen made a motion, 2<sup>nd</sup> by Mantegari to continue to allow remote working through 5/19/2020. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

Clement asked that we expand the spending cap exemptions to include utilities and emergency vehicle/building repairs. Clement said this would be for routine utility invoices for electricity or heating fuel. She would also like authorization to approve emergency repairs such as a furnace or plumbing issue. Christiansen made a motion, 2<sup>nd</sup> by Faria to authorize Clement to exceed the spending cap to

approve routine or emergency expenditures related to buildings and vehicles. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

There are no livescans being conducted while the emergency order is in place. Clement asked if the board wanted to offer waivers as we move through a hiring process or if we should wait until the order is lifted. Artimovich said we should do the state criminal record check and ask the police department to do fingerprint cards.

Fire Chief Bird would like permission to spend up to \$16,000 on routine vehicle maintenance service and inspections. These are required annually. Christiansen made a motion, 2<sup>nd</sup> by Mantegari to approve Bird to spend up to \$16,000 to get this fleet serviced and inspected. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

CPAT testing is not being conducted and they are recommending allowing 6 months to complete this component. This is the physical agility component for firefighters. Will you allow for this waiver? Mantegari made a motion, 2<sup>nd</sup> by Christiansen to allow for up to 6 months for a new hire to complete the CPAT test. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

Clement said she has a MAPS invoice for the hazard mitigation plan update. \$3500 down payment, total cost is \$10K, of which the town will be responsible for \$2500 (\$7500 to be reimbursed by a grant). Mantegari made a motion, 2<sup>nd</sup> by Christiansen to approve an expenditure of \$3500 for the MAPS contract. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

Wayne Robinson, Road Agent, needs to replace a tire and rim on the loader. The cost is \$2300 per tire, needs 1 but prefers 2. Mantegari made a motion, 2<sup>nd</sup> by Christiansen to approve purchasing 2 tires and rims for the loader. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

Governor's Office For Emergency Relief and Recovery funds anticipated at \$106,905 for Brentwood. We will need to post a hearing to accept these funds. Artimovich said more guidance is coming but these funds could be used for the hazard pay that was ordered to begin 5/4-6/30 for police and fire.

Clement said KRT would like to eliminate interior inspections from the contract and only perform exterior inspections. DRA said the revaluation needs to be completed this year and no extensions will be granted. Christiansen made a motion, 2<sup>nd</sup> by Mantegari to amend the contract to eliminate interior inspections. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

Mantegari made a motion, 2<sup>nd</sup> by Christiansen to cancel all field and building rentals through 5/31/2020. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

Clement said Andy Gray, Recreation Director, is still looking into summer camp. Researching what that will look like if we are able to run it safely.

Gray would like to recommend keeping adult softball for now and cancelling all youth programs. Mantegari made a motion, 2<sup>nd</sup> by Christiansen to approve Gray's recommendations. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

Mantegari said the school board is looking to put together a car convoy to celebrate the Brentwood high school graduates. Mantegari made a motion, 2<sup>nd</sup> by Thompson to approve this. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

Clement said as the stay at home order is extended, fire and police are receiving more and more requests for drive-by appearances. Will this be allowed? The board agreed yes, as long as fire, police, and emergency management are all on the same page as to safe parameters.

Joyce Keegal, cemetery superintendent, would like to put together a virtual Memorial Day. This would entail filming the bag pipes and speeches one at a time, editing the footage, and releasing the video on Memorial Day. Artimovich made a motion, 2<sup>nd</sup> by Mantegari to allow Keegal to use the town camera and tripod for filming. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

Clement said the painter's school has not been able to submit all documents due to Covid-19. Michaud, contract assessor, would recommend a contingent approval pending the receipt of the rest of the required documentation. Christiansen made a motion, 2<sup>nd</sup> by Mantegari to conditionally approve the educational exemption pending the receipt of the rest of the documentation. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

Christiansen made a motion, 2<sup>nd</sup> by Mantegari to sign 12 deed waivers. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

We received a complaint on potholes on Crawley Falls Road. Robinson will look into it.

Faria said it looks like at least \$100K will be returned to the general fund from Swasey. Artimovich said the school board has given the superintendent a lot of spending power and Melisa Litchfield appears to be the only board member advocating for saving.

Robinson said he needs to grade a portion of Ole Gordon Road for storm water management to maintain Lake Road.

Robinson needed to install a culvert and some piping for storm water management on Lake Road.

Robinson said there are about 6 trees on Lake Road that need to be removed. He deems them to be a hazard and a danger to life and property. Christiansen made a motion, 2<sup>nd</sup> by Thompson to remove the hazardous trees as a threat to life and property. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

The board reviewed the quote to re-pave the BRC parking lot. Artimovich said we should not be spending that kind of money right now.

Clement said she would like to request authorization to maintain the ability for remote work through June 12<sup>th</sup> for those of us that have children remote learning. Christiansen made a motion, 2<sup>nd</sup> by Thompson to allow remote work through June 12 for employees that have children remote learning. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

Faria asked if the board wanted to implement additional measures like temperature checks or masks. Clement said there are high regulations on temperature checks and there is not one designated person

or location that would be able to meet that standard. All employees know that if they are experiencing symptoms, they are not to report to work. All office doors are kept shut. If the employees are in common areas of the hall or kitchen, masks are available to them.

At 7:06 pm a motion was made by Mantegari, 2nd by Christiansen to adjourn. All were in favor.

Respectfully submitted,

Karen Clement

WEEKLY TREASURER'S REPORT					
<b>DATE:</b>		<b>5/5/2020</b>			
<b>Citizens General Fund:</b>					
Previous Balance:		20,118.30			
Deposits:		77,198.09			
Payroll:		28,852.71	DD: \$26,077.95	CK: \$2,774.76	
FICA:		7,401.12			
to Impact Fees		7,236.00			
A/P: Regular		\$826,860.10	Co-op*: \$628,363	Swasey*: \$190,000	*Via ACH
void checks		1.36			
From MMA		793,000.00			
TO MMA					
Account Balance:		19,967.82			
Interest Earned YTD:		8.69			
CD's		1,200,000.00			
<b>MMA:</b>					
Unrestricted Balance		678,250.95			
Total Invested Funds:		1,878,250.95			
Interest Earned YTD:		17,072.28			