

Board of Selectmen
Minutes May 19, 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 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: kcllement@brentwoodnh.gov.

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

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

Christiansen made a motion, 2nd by Mantegari to approve the public minutes of 05/05/2020 as written.

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

- Richard Heath, 42 Haigh Road, new roof: signed by Board
- Stephen Floyd, 80 South Road, electrical permit for kitchen remodel: signed by Board
- Josh Jennings, 287 South Road, electrical permit to add 100 amp service: signed by Board
- Joseph Delisle, 31 Michael Bennett Road, add bathroom and kitchen over garage: signed by Board
- Tom Curdy, 246 Pickpocket Road, in ground pool: signed by Board.

Kaiser prepared a memo in reference to zoning violations noted at 313 Rte. 125. He viewed the site on 5/7/2020. All drums were removed. The three dismantled vehicles that were said to have been removed by Preservation Auto Werks are still on site. There are more vehicles (approximately 19) including a couple RV style campers. Kaiser asked the planning board for an opinion and the consensus is that there are no restrictions listed on the site plan. However, a zoning violation in relation to junk as referenced in 200.041 of zoning and RSA 236.112 exists. Kaiser recommends this serve as the trigger for a letter of Notice of Violation. Please note that certified letters have been sent to both R&D and Preservation Auto Werks on two occasions. Thompson said the site does not look bad. Faria agreed and said he would like to drive by. Artimovich said the law is the law and it does not matter if the site looks fine if it does not comply with the law. Mantegari made a motion, 2nd by Artimovich to send a Notice of Violation. The motion carried with Thompson opposed.

There were 2 bids received for the renovations at the police department:

- Target New England Historical Renovations: \$58760
- Paxor Construction: \$55912.78.

Kaiser submitted a memo that stated both were above the budgeted amount. He would like to reduce the scope and present a new plan for approval. Christiansen made a motion, 2nd by Mantegari to table this until Kaiser has had a chance to work with Chief Arcieri to revise the scope. All were in favor.

Chief Ellen Arcieri, Police Chief, submitted 3 proposals to have the cruisers detailed and decontaminated against Covid-19.

- Amesbury Auto: \$780.78, \$525 recurring (optional)
- National Car: \$1190
- Detail Doctor: \$980.

Mantegari suggested purchasing the disinfectant and spraying the vehicles as a less expensive alternative. Artimovich said other towns have purchased sprayers or foggers for decontaminating town vehicles. He would support a one-time detail and decontamination and then look into purchasing the equipment to maintain it ourselves. Christiansen made a motion, 2nd by Mantegari to approve a detail and decontamination of 7 cruisers, one time for \$780.78. All were in favor.

Arcieri said she created a new Facebook page for the department. Clement asked for the link to add to the town's website.

Rebecca Dunham, Historical Society member, thanked the board for the funds to repair the porch at the Grange. She said the porch looks great. Dexter Swasey, Historical Society member, built 3 flower boxes for the Grange Hall. He also applied for and received a grant from the Exeter Garden Club to pay for all of the plantings. Mantegari thanked Swasey for his work on the flower boxes and plantings.

Dunham said the Historical Society is interested in applying for a program to place the Grange Hall on the state registry of historical buildings. She read off the pros and cons to the town. She was looking to see if the board would support them exploring the program more to see if it would be viable. Christiansen made a motion, 2nd by Mantegari to initiate the application and come back to the board with a budget and costs to proceed. All were in favor.

Swasey presented the board with a list of items that were donated to the town back in the 80's. Swasey said they are asking for those items to be donated to the Historical Society. Dunham said this would allow them to be able to catalog the items. Faria made a motion, 2nd by Christiansen to donate the inventory items to the Historical Society. All were in favor.

Clement said the board had previously approved remote working through 5/19/2020. She is requesting that to be extended through 5/31/2020 with a phased re-opening to begin June 1st unless the guidance at that time suggests something different. Artimovich would like the departments to create a 3 phase plan and how they will execute re-opening. This will be reviewed at the 6/2/2020 meeting. Mantegari made a motion, 2nd by Christiansen to maintain status quo with a reduced schedule through 6/2/2020. All were in favor.

Mantegari made a motion, 2nd by Christiansen to accept up to \$106,905 from the State of New Hampshire per RSA 21-P:43 from the Governor's Office for Emergency Relief and Recovery due to Covid - 19. All were in favor.

Mantegari made a motion, 2nd by Christiansen to sign the Governor's Office for Emergency Relief and Recovery (GOFERR) Grant application to be eligible for the \$106,905 designated to Brentwood. All were in favor.

Clement said the reimbursement request form for the GOFERR grant is due 6/1/2020. She does not have all of the information from department heads. She would like the board to review and sign the request form next week when they review the payroll manifest. Faria made a motion, 2nd by Christiansen for three selectmen to review and sign the Reimbursement Request Form for the GOFERR grant next week. All were in favor.

Christiansen made a motion, 2nd by Faria to re-appoint Artimovich to the ZBA for 3 years. The motion carried with Artimovich abstaining.

Artimovich said the office doors that are Dutch doors need a barrier installed to protect the employees going forward. He asked Kaiser to research and see what would be feasible. Kaiser submitted a memo recommending ¼ inch Plexiglas that would be attached to the bottom half of the door by a bracket. The cost is estimated at \$300 per door. Clement said she would need 4 doors: planning, recreation, finance, and building. Faria made a motion, 2nd by Christiansen to approve installing barriers on 4 doors. All were in favor.

Mantegari made a motion, 2nd by Christiansen to expend \$1000 for the Children Chamber's Fund as approved in the 2020 budget. All were in favor.

Christiansen made a motion, 2nd by Mantegari to sign the addendum to the KRT contract eliminating interior inspections. All were in favor.

Clement said a memo was submitted requesting an extension for 60 Middle Road. Mantegari made a motion, 2nd by Faria to approve an extension for 45 days due to Covid-19. All were in favor.

Mantegari made a motion, 2nd by Christiansen to send a letter to the School Board requesting permission to use the Swasey School for the primary in September due to space concerns to adequately social distance. All were in favor.

Artimovich said they have Plexiglas shields that can be used on a countertop. They should look into that for the ballot clerks.

Christiansen made a motion, 2nd by Mantegari to sign the tax warrant. All were in favor.

Thompson said the gate on Ole Gordon Road has a lock on it. She said the fire and police department should have a key. Artimovich said there should be a Knox box there.

At 7:14 pm a motion was made by Mantegari, 2nd by Christiansen 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 7:35 pm a motion was made by Mantegari, 2nd by Christiansen, to come out of nonpublic session and seal the minutes. Artimovich –aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

At 7:36 pm a motion was made by Mantegari, 2nd by Christiansen to adjourn. All were in favor.

Respectfully submitted,

Karen Clement

WEEKLY TREASURER'S REPORT				
DATE:		5/19/2020		
Citizens General Fund:				
	Previous Balance:	12,756.81		
	Deposits:	189,543.48		
	Payroll:	24,707.46	DD: \$23431.00	CK: \$1276.46
	FICA:	6,546.21		
	to Impact Fees	614.06		
	A/P: Regular	\$208,319.13	Swasey*: \$190,000	* Via ACH
	void checks			
	From MMA	60,000.00		
	TO MMA			
	Account Balance:	22,113.43		
	Interest Earned YTD:	8.69		
	CD's	1,000,000.00		
MMA:	Unrestricted Balance	818,298.17		
	Total Invested Funds:	1,818,298.17		
	Interest Earned YTD:	17,119.50		