

Selectboard Minutes

July 5, 2022

Present: Jennifer Jones
Robert Mantegari
Jon Morgan
Russ Kelly

Jones called the meeting to order at 6pm.

Mantegari motioned, seconded by Morgan, to approve the consent agenda covering public and non-public sealed minutes from the 6/21/22 meeting, treasurer's report (found at the end of the minutes), recreation manifest, land use change tax forms and warrants, an appointment slip for Justin Doty and the following building permits:

- CK Realty Trust, 299 Middle Road, Electrical
- Hi-Speed Hockey Productions, LLC, 11 Tanya Lane, Plumbing
- Valerie Gounis & John Meyer, 17 Wilson Way, Electrical
- Charles R Austin Rev Trust, 37 Scrabble Road, Solar
- Glover Construction, 2 Tanya Lane, New Dwelling
- Justin & Nicole Cunha, 7 Longmeadow Drive, Pool
- Thomas & Lisa Cicale Thomas, 41 Homestead Lane, Pool

All were in favor. The motion carries.

Chief Ventura introduced Justin Doty, a full-time certified police officer previously working in Lee as a Sergeant. Doty was certified as an officer in 2019. Daphne Woss, Town Clerk, was present to swear in Officer Doty as a Sergeant of the Brentwood Police Department. Sergeant Doty's fiancée, Taylor, was present to pin him.

The Board reviewed payroll and accounts payable then signed the register.

Chief Ventura was present to request funds for updating some connectivity equipment for the cruisers. Ventura explained that currently the department utilizes a puck system which is not ideal for use by the police department due to extreme temperatures, life span, and the constant use. The pucks are being replaced every 4-8 months and cost about \$400 each time. Ventura presented the desire to purchase three "fin" units to be installed on the three cruisers that are not currently reaching end of life. The other two cruisers, nearing end of life, will continue to use the puck system for the time being.

The quote presented by Chief Ventura was from NEVO. Ventura explained there is money in the detail fund to cover this equipment. These new parts would drastically increase connectivity for the officers. Jones asked why the pucks are needing replacement so often. Ventura explained the constant usage and extreme temperatures are the main factors. Mantegari asked if the pucks can come out of the vehicles. Officer Spitalere, who has been researching the replacement parts, answered the question. He explained the pucks can come out of the vehicles, but temperature is only one aspect of it and pointed out the cruisers are used 24 hours a day. The amount of use these pucks get is also a factor. They would be useful to use for connection if you were in a park for a few hours, for example. They are not as functional on the road having constant usage. Morgan asked what other departments use. Spitalere responded most departments use an antenna system that has a direct connection into the laptop, which is what the quote is for.

Jones asked if there is a monthly or yearly subscription cost. Spitalere responded it currently costs \$40 per month for the pucks. The cost would be the same for the new antennae system. Ventura added the quote is for three current cruisers. When it is time to find replacement cruisers for the 2 cruisers at end of life, the new cruisers will be quoted with this equipment already installed. Morgan asked if the two remaining cruisers will continue to use the pucks. Spitalere responded they would, and he would cycle through the pucks. Mantegari asked if the puck system has been built into the budget. Karen Clement, Town Administrator, responded the monthly fees are currently part of the budget. Spitalere added the laptop system is also obsolete and new cruisers would not be equipped with this same equipment. Mantegari asked what the cost would be for a new card. Spitalere explained the card is not compatible with the current system.

Mantegari motioned, seconded by Morgan, to expend up to \$5,000 from the special details fund for the purchase, installation, and activation of three (3) antennae systems. All were in favor.

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Kip Kaiser, Building Inspector, was present to discuss the Highway Shed proposal. The board was previously provided information on the highway shed costs and specifications to review ahead of the meeting. Kaiser explained the highway shed project was put out to bid, but there were no responses. Kaiser then reached out to a contractor that has done some jobs for the town. The contractor spent time drawing up the quote. Mantegari asked what the total square footage of the project would be. Kaiser responded the projected project would be 5000 SF. This includes 800 SF of office space with a bathroom and shower space and 4200 SF of unconditioned storage space for the highway equipment. Kaiser passed around drawings of the planned layout.

Kaiser explained he priced out a new highway shed about three years ago that was slightly larger but did not include office space and the pricing came in at about a half a million dollars. The projected building is smaller than designed three years ago but incorporates some office space and such. Kaiser explained another aspect is the increase of material costs from three years ago. Mantegari stated the project averages to about \$109 per square foot and he believes that seems reasonable in the current market. Mantegari asked what the town has in the budget for this project. Kaiser responded he thought there was \$400,000 in the budget for a new highway shed, but recently learned some funds had been drawn from that amount previously, more was not added and so the amount remaining is less than he expected. Kaiser stated money has not been added to the fund since the withdrawals.

Mantegari asked about the capital reserve fund. Clement responded there was a capital reserve fund with almost \$400,000 in it but then money was withdrawn to build the two salt sheds and that money was not replaced. Mantegari asked if that amount was \$60,000. Clement confirmed it was. Kaiser added there was also money withdrawn for paving done near the lower end. Morgan asked when these withdrawals occurred. Clement responded she believes it was 2019. Jones asked if the money was supposed to be used for a specific purpose. Clement responded it was capital reserves for anything highway related. Mantegari stated there would need to be a warrant article because of the amount of money needed. Jones agreed.

Mantegari asked what there is available for impact fees. Clement responded that highway does not qualify for impact fees because money cannot be put aside for infrastructure. Morgan asked if there was any federal money available for this project. Clement responded the only federal money would be ARPA funds. Morgan stated he was referring to any new grants. Clement answered there could be. She mentioned there is the timing aspect to consider. Morgan replied it would take time anyway if it is a warrant article.

Bill Faria, South Road, stated the town did not spend \$300,000 doing the salt sheds. Jones responded there is money remaining and the full \$400,000 was not spent. Mantegari responded there is \$300,000 remaining. Jones clarified that there is not enough to do the project in full not that there is no money to do the project. Faria questioned why there was no money added. Mantegari responded that funds should have been replenished.

Mantegari asked how long the pricing was valid. Kaiser responded that the town should expect the pricing to change if the project is pushed off for a while. Jones asked if there was a reason why the replacement or addition to this fund was not on last year's warrants. Clement responded she was unsure why it was not on the 2020 warrant, but in 2021 and 2022 not a lot was on the warrants because of Covid.

Mantegari asked Kaiser if he could get pricing on doing just a shell. Kaiser responded he could. His suggestion would not be to do just a shell. He pointed out the building is split (one story and the height of two stories) and could possibly be done in 2 phases. Kaiser's recommendation again would not be to do a shell, leaving a poured slab out in the elements for two or more years, but to instead see if the builder would be willing to tackle it as 2 separate projects. Mantegari stated that if the builder was willing to start the project, it could possibly save the town 15-20%. He went on to explain that if pricing increases, he would rather the pricing increase affect only a portion of the project rather than the entire project. Kaiser stated he understood and sees some areas where pricing could be reduced, such as one locker room instead of two. The cuts Kaiser found would not be enough to complete the project as currently quoted with just the existing funds. Kaiser's recommendation would not be to pour the entire slab all at once. Jones suggested the builder might have some suggestions of what would be feasible to do and when. Kaiser stated there is also the consideration of the builder's schedule, availability, and desire to do this project in a phased approach.

Kelly questioned the precedent of doing a project with the assumption funding will be available in a warrant article in the future to complete a project. Mantegari responded costs are going up. Kelly was in agreement that costs are rising and stated he is not disagreeing with that aspect. He again questioned the precedent of starting a project prior to having funds available. He shared he has read enough stories about planned projects that were started but unable to be completed due to permit issues, lack of funding, etc. Kaiser shared some aspects of the job not reflected in the quote including a well, septic, electric feed (overhead versus underground) and other unlisted aspects of the project. Mantegari asked what amount of electricity Kaiser was expecting to have in the new shed. Kaiser replied he believed

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200amp panel would be sufficient. The electricity would be for an office, lights and some receptacles and Kaiser believes that panel would be adequate.

Jones, understanding road agent Wayne Robinson was not present, asked Kaiser what the long-term projection of savings or break-even point would be. Kaiser replied he was unsure a full assessment of that had been done. He added equipment that does not have cabs will have less damage to the upholstery by being in a covered space, vehicles may experience less rust and joints losing grease from weather exposure, but also safety is a huge factor. Mantegari agreed that safety is a definite factor. Morgan asked if there would be a price lock if the town chose a phased approach. Kaiser replied a new quote will need to be obtained if the decision is to do a phased project. Jones requested Kaiser speak with the contractor to gauge interest in doing a phased project and to report back to the board.

Mantegari updated everyone on the Mill Road bridge project. Currently sandbags were being filled for water diversion to begin tomorrow. He explained trees have been cut down and the stumps will be removed during the course of the project. Mantegari explained there is some concern with the roots possibly compromising the existing concrete in the area. The engineer, Bob Stevens, will be going out to assess the situation.

Clement shared another portion of the site review was examining the guardrails. It seems there may be an additional cost of about \$2500 for 30 linear feet of guardrail that was not originally accounted for in the quote. WP Davis will be firming up the length and pricing. Jones asked for clarification on the guardrails and their location. Mantegari explained the section of guardrail Robinson spoke about at a previous meeting was beyond the bridge and not the same guardrails Clement was referring to. Clement further explained the portion of guardrail in question is not new but based upon the scope of work on the plans, that portion was left off. Mantegari added the guardrail has the old wood footings as well.

A waiver is being sought from the dam owner to allow access to the bridge by way of his property, according to Clement. She explained there is about 3 weeks to work through those details with the owner. Jones asked what the plan would be if an agreement cannot be reached. Mantegari explained the engineer would have to find another solution to how to tie things together. Jones asked if it seemed likely an agreement would be reached. Clement responded the dam owner wanted the agreement in perpetuity. Clement hopes an agreement can be amended to reflect the scope of the work and timeframe.

Bill Faria, South Road, stated he understands the dam owner has been ordered by the state to do improvements some time ago. He asked what happens if the owner does not respond to the town's request. Mantegari responded the town will need to let the state handle that aspect. He pointed out the majority of the dam actually belongs to Fremont and the cost of repairing the dam could be a million dollars. Jones asked for updates from Clement as they become available.

Jones shared the Swasey paving was done and commented it looks great.

Kelly stated he wanted to learn more about the history of and the town's relationship with the county courthouse on North Road. Mantegari stated Artimovich would probably have some information on the relationship because of his previous role. Jones stated she did not believe the town had any say in the project. Clement confirmed that was accurate and stated it was voted on by the delegation. Clement shared Jude Gates, facilities manager for the county, could be a good resource to obtain information from. Chief Bird shared the project is currently in limbo because meadowlarks were spotted in the fields. He went on to explain the county has already moved the planned building location because there was an issue with the grade and then the clay required the building to be redesigned. Clement shared once the project gets underway, Chief Bird and Kip Kaiser will be meeting with the project team weekly.

Bill Faria, South Road, stated the courthouse will be remaining in its current location. The registry of deeds will move to the new building along with an expanded sheriff's department. There is also a plan for a drug treatment facility to be added. Kelly thanked Faria for the information.

Kelly again requested some direct correspondence about the proposed county building project. Morgan stated he attended a briefing on the planned project in the time frame prior to the new selectboard members joining. Jones shared maybe it would be possible to have another briefing of sorts. Clement will reach out to Jude Gates.

Kelly spoke about the upcoming increase in electricity and asked if there is something the board can do. He offered the thought for possible future discussion before the increase takes effect. Clement stated town wise, the supply portion will be increasing from \$.10 to \$.22 which will be about a 30-40% on the total bill. Mantegari asked if it would be possible to approach other suppliers. Clement

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responded changing suppliers would affect the net metering contract. She reminded the board members that Revision will be at the next meeting on August 16 and could possibly have some suggestions to help off-set that portion of the bill.

Clement spoke about fuel costs for fire, police, and highway. She explained fire and police are at about 50% of their budget, but highway has depleted the fuel line at this point. Clement added that Chief Ventura is having Kendra Brackett, police administrative assistant, looking into a state bid for fuel. Mantegari added an additional thought on the highway shed project regarding the fuel tanks. He suggested considering a larger tank at the new location to possibly get a lower rate for purchasing a higher quantity.

Clement shared the next communications subcommittee meeting will be held on Thursday, July 14th at 6:30pm at the Town Hall.

Liz Faria, South Road, asked for the total of part-time and full-time police. Clement responded there are eight (8) full-time police officers and four (4) part-time police officers. Jones explained the selectboard voted to add an additional position to cover an upcoming military deployment. Faria asked if the budget will now be overextended with the addition of the new position. Mantegari replied that the department will not be over extended because there was no Sergeant in place for a period of time and the department was not fully staffed but money had been budgeted for the positions.

Faria requested clarification on the amount of money Chief Ventura had requested earlier in the meeting. She claimed he had requested \$16,000. Jones, Mantegari and Clement confirmed the requested amount was \$1600 for the radio installations, but the total voted on was \$5,000.

At 6:59pm, Mantegari motioned, seconded by Morgan to enter non-public session for hiring and legal. Jones – aye; Mantegari – aye; Morgan – aye; Kelly – aye.

At 7:15pm, Mantegari motioned to come out of nonpublic and seal the minutes from the non-public meeting. Morgan seconded the motion. Jones – aye; Mantegari – aye; Kelly – aye; Artimovich – aye.

At 7:31pm Mantegari made a motion to adjourn. Morgan seconded the motion. All were in favor.

Respectfully submitted,

Tamera Peek

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WEEKLY TREASURER'S REPORT

DATE:

7/5/2022

General Fund:

TD BANK

Previous Balance:	6,406,160.91		
Deposits:	1,092,249.88		
Payroll:	36,266.76	DDP: \$34,330.02	
		CHK: \$1,936.74	
FICA:	8189.61		
to Impact Fees		Reg A/P Cks \$66,050.64	NH Retirement \$
A/P: Regular	66,050.64	Swasey : \$	CO-OP: \$7
TD CC Pd /PD from GF	3,973.92		
Returned Check	(4,872.00)		
Account Balance:	7,379,057.86		
Interest Earned YTD:	2,322.02		

Joyce A. Gallant, Treasurer

Ambrose Kizza Deputy Treasurer