

Board of Selectmen
Minutes August 18, 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.

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

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

Chief Ellen Arcieri, Police Chief, swears in Officer Christopher Spitalere and Officer Samuel Matos. Arcieri explained the hiring process and what it takes to onboard a qualified candidate. The full time academy is beginning at the end of the month and after graduation they will participate in a 12 week field training program. Arcieri read statements of each of their backgrounds and qualifications. Officer Spitalere and Officer Matos were sworn in by Daphne Woss, Town Clerk.

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

- Deanna Markey, 59 Stevens Drive, Remodel bed and bath: signed by Board
- Walter Porter, 166 Pickpocket Road, 50X60 Barn/Hangar: signed by Board
- Carol Ann Head, 24 Deer Hill Road, kitchen remodel: signed by Board
- Three Ponds LLC, 3 Tuck Drive, plumbing permit for new dwelling: signed by Board
- Three Ponds LLC, 1 Tuck Drive, plumbing permit for new dwelling: signed by Board
- Laurie Loosigian, 66 Rowell Road East, covered porch: signed by Board
- Robert Miller, 47 Northrup Road, mini split: signed by Board.

Christiansen made a motion, 2nd by Mantegari to approve the public minutes of 08/04/2020 as written. All were in favor.

Christiansen made a motion, 2nd by Mantegari to approve the nonpublic minutes of 08/04/2020 as written. All were in favor.

Joyce Keegal, Cemetery Superintendent, was present to discuss welfare burials. She said in the instance of an unclaimed deceased person with no family, the welfare department will assist with coordinating cremation and the Superintendent will take care of the burial. Keegal said a small marker for the plot may also be placed relatively inexpensively. She said the cemetery trustees will discuss this further at the next meeting to create a policy to outline this procedure in detail.

Keegal went on to ask if the board had any suggestions on where to locate the Purple Heart Community signs. She said it should be placed on a main thoroughfare in town. Faria suggested on the Welcome to Brentwood signs on Rte. 125. Clement said we would need approval from DOT before installing them.

Mike Ebbett, Block 5, was present to discuss a Disaster Recovery Plan. He is proposing upgrading the servers and joining them into a pair of redundant servers, keeping a replicated copy available at all times. Currently, they are single points of failure and there is the potential for 1-3 days of downtime if a server

should fail. Clement said this project was approved last week to process through the grant; however, the scope is outside of what is allowable for reimbursement. Clement said that 4 laptops were purchased that would typically be purchased from the capital reserve fund (CRF) will be reimbursed. She proposed using those CRF funds for this project. Ebbett said he would further discount the labor costs by 30% if that would help. Clement said she also has a proposal for a used server cage to complete the project. Christiansen made a motion, 2nd by Mantegari to approve expending \$7013 from the CRF for IT Hardware to complete the server project as proposed. All were in favor.

Clement said due to Covid-19, there have been delays with completing the revaluation. She anticipated hearings to take place the beginning to middle of September. She is proposing an extension to the contract and to the MS-1 until October 1. Mantegari made a motion, 2nd by Christiansen to approve the extension until 10/1/2020. All were in favor.

Congressman Pappas will be at the fire station Friday am in reference to the grant that was just awarded for the air packs.

Clement said the damaged cruiser originally came in at \$3008.90 for repair, BOS had agreed to take the \$3008.90. The Primex appraisal is \$2230.18. \$2230.18 is the number on the table for subrogation if repairs are not made. This vehicle is set to be decommissioned. Clement asked if the board wanted to accept the appraisal figure or make the repairs and try to sell the vehicle for more. Artimovich said he did not think we would get more money in the sale if we repair it. Christiansen made a motion, 2nd by Mantegari to accept the \$2230.18. All were in favor.

Clement asked if the board wanted to consider increasing the spending cap or lifting it for routine expenditures. Artimovich asked where the revenue was at. Clement said she believed that tax collection rates were stable as usual. She asked that if the spending cap were not lifted that the limit be increased and the exemptions expanded to include routine annual expenses (such as fire alarm inspections). Artimovich said he proposed the spending cap in the event that revenue were decreased significantly. Christiansen made a motion, 2nd by Thompson to left the spending cap. All were in favor.

Clement said the transportation commission needs confirmation of our projects for the 10 year plan. Clement asked if the intersection of Pickpocket Road and Rte. 111A was the only one for the list. Christiansen said yes.

Clement reviewed the terms of the Families First Coronavirus Response Act (FFCRA), which expands FMLA leave eligibility to parents whose children's school is closed. Faria made a motion, 2nd by Christiansen to allow employees to request intermittent leave under FFCRA. All were in favor. Clement asked if the board wanted to allow for "topping off" which would allow for the use of earned time to supplement income if the FFCRA pay was not their full pay. Faria made a motion, 2nd by Christiansen to allow for "topping off". All were in favor.

Faria made a motion, 2nd by Mantegari to accept the resignations of Corporal George Abele (police), Donald Tilbe Jr. (fire), and Judy Kauffman (conservation). All were in favor. On behalf of the board, Artimovich thanked them for their years of dedicated service to the town.

Thompson made a motion, 2nd by Mantegari to continue the employee appreciation program for \$10 (all full and regular part time employees in good standing are eligible, names are drawn at random) and to begin a \$20 award once per quarter (all full and regular part time employees in good standing are eligible, must be nominated by supervisor for exhibiting above and beyond performance). All were in favor.

Artimovich said there was a small brush fire at the town office on Thursday night (8/13). Officer Turner put the fire out. A claim will be submitted to Primex. Mantegari said the area was cautioned off, and we have a duty to mitigate.

Arcieri said she would like to remove and update the graphics from car 4 and 6 and repaint the doors. The purpose is to create a uniform fleet of vehicles. The cost is about \$3100. Mantegari said he can remove the graphics to decrease costs some. Christiansen made a motion, 2nd by Faria to expend up to \$3100 to update the graphics. The motion carried with Mantegari opposed.

Christiansen said Household Hazardous Waste Day is cancelled for 2020 due to Covid-19. The vendor comes from New Jersey.

At 7:18 pm a motion was made by Mantegari, 2nd by Christiansen to go into nonpublic sessions per RSA 91-A: 3, II for (b) hiring and (a) personnel. Artimovich – aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

At 8:25 pm a motion was made by Christiansen, 2nd by Thompson, to come out of nonpublic session and seal the minutes. Artimovich – aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

At 8:25 pm a motion was made by Christiansen, 2nd by Mantegari to adjourn. All were in favor.

Respectfully submitted,

Karen Clement

WEEKLY TREASURER'S REPORT				
DATE:		8/18/2020		
Citizens General Fund:				
	Previous Balance:	20,640.51		
	Deposits:	33,234.59		
	Payroll:	23,216.20	DD: \$22,493.00	CK: \$723.20
	FICA:	6,104.30		
	to Impact Fees			
	A/P: Regular	\$232,555.33	Swasey: \$205,000**	**Via ACH
	void checks	63.83		
	From MMA	225,000.00		
	TO MMA			
	Account Balance:	17,063.10		
	Interest Earned YTD:	13.71		
	CD's			
MMA:	Unrestricted Balance	4,903,754.14		
	Total Invested Funds:	4,903,754.14		
	Interest Earned YTD:	23,578.47		