

BRENTWOOD BOARD OF SELECTMEN
MINUTES OF 10/14/08

Convened: 6:30 p.m.
Present: David Menter
Kevin Johnston
Jeffrey Bryan
Andrew Artimovich
George Waldron

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

Jonathan Ellis was in to present the weekly Treasurer's report. Jonathan Ellis, as chairman of the Conservation Commission, then presented their proposed budget:

- They are requesting level funding for the Board Secretary, FICA/Medicare, and training.
- The Professional Auditing of Easements line is requested at a \$2,000 decrease to \$500. A substantial portion of the budgeted amount for this in 2008 will be requested to be encumbered for use in 2009.
- ERLAC dues, ads/notices, and dues are requested for level funding.
- The Conservation Commission would like to purchase a digital camera so they have increased the supplies line to \$600 from \$1.
- The postage line will remain at \$1 to keep it open.
- In regards to the Conservation Commission fund, in order to maintain the agreed upon figure of \$75,000 they would need to budget approximately \$10,000. A definite figure is not yet available until they determine their actual expenses through year end, but the \$10,000 is a good estimate.
- The 2009 proposed budget total for all conservation commission lines is \$13,041. This is a decrease from the 2008 budget of \$46,442.

The Selectmen reviewed the minutes of the 10/7/08 meeting. Johnston made a motion to approve the minutes as written. Motion was seconded by Artimovich, all voted in favor. The Board reviewed the minutes of the nonpublic meeting that was held 10/7/08. Waldron made a motion, seconded by Johnston, to accept the minutes as written. All voted in favor.

The Board reviewed the following building permits:

- Chris Barlow of 262 Pickpocket Road to erect a garage. Selectmen signed permit.
- At a previous meeting, the Board had signed a permit for Prefontaine Properties of Industrial Drive to replace an existing sign but indicated that the other Industrial Drive business owners needed to sign a letter of consent. A signed letter of consent was submitted with the permit.

The Board reviewed the notes:

- The Trails Committee is requesting permission to sell raffle tickets at the November 4th election. Unfortunately due to the anticipated turn out and lack of

space, the Board decided they would not be able to sell tickets inside but are welcome to set up a table outside.

- The Planning Board has notified Green & Co that the Town will not accept Eleanor's Way as a Town Road until a number of sprinkler heads are removed from the Town's right of way.
- The Town employee/committee Christmas party will be December 11th.
- Johnston made a motion to pay \$2,100 to Mainstay Technologies for website development from the Town Office impact fees. Artimovich seconded the motion, all voted in favor.
- The Firemen's Association hearing with Musso is scheduled for 10am on October 21st. Johnston hopes to attend.
- Johnston made a motion, seconded by Waldron, to accept a bid of \$375 from Tri State Striping to have the upper lot at the BCC lined. All voted in favor. A motion was then made by Bryan and seconded by Waldron, to allow Julie Stevens to approve of having an additional handicapped space lined near the downstairs entrance if the price is reasonable. All voted in favor.
- Mainstay Technologies has submitted a quote of \$34.92/month for offsite data storage for the Town office and PD. The Selectmen would like us to start this in November and budget for next year.

Carole Belliveau, Emergency Management Director, was in to present their proposed budget for 2009:

- Payroll is requested at slightly less than 2008 - \$2,300 vs. \$2,325
- FICA/Medicare calculates to the same amount.
- Training/Certification is reduced to \$1 to hold the line open. Training/Certification is covered by Seabrook so no need to budget for this but she would like to keep it open with the \$1 in case of emergency.
- \$4000 is being requested for a new computer and/or laptop. There will probably be a grant available for this but it would be one where we need to spend the funds and then get reimbursed.
- Books/Pamphlets is being level funded at \$50.
- Supplies/Uniforms is being budgeted for \$1,000 less than 2008 to be more in line with actuals and to try to keep the budget down.
- Meals line is requested for level funding.

Belliveau reminded the Board that there is another drill on November 5th. She gave each of the Board members a copy of the Selectmen's Emergency Response Procedures.

Julie presented the following budgets:

Health Office

Has 1 line of \$100 for the health officer's stipend. This is level funded.

General Assistance

- **Salaries:** Requesting an increase from \$1,612 to \$2,000. Sue Benoit, our welfare director, does an incredible job of keeping our welfare assistance expenses down and it is felt that this increase is more than compensated for by the savings she provides the town.

- **FICA/Medicare:** Is a percentage of salaries.
- **Seminars/Training:** Since this line hasn't been used in a couple years it is recommended to reduce it to \$1 to keep the line open.
- **Dues:** This line has been reduced to \$1 as well.
- **Direct Assistance:** Reduced to \$4,500 to more accurately reflect expenditures over the past couple years and to offset the increase in salary.
- **Total budget:** \$6,655

Health Agencies & Hospitals

- The following health agencies have requested level funding: RVNA, Seacoast Hospice, Sexual Assault Support Services, Seacoast Mental Health, Area Homemakers, Child & Family Services, RSVP, New Outlook.
- Seacoast Red Cross has reduced their request from \$400 to \$350.
- A Safe Place has requested \$2,500 for '09, up from \$2,100 in 2008.
- Richie McFarland Children's Center has increased their request from \$2,700 in '08 to \$4,200 in '09. They request \$300/family and the number of families has increased from 9 to 14. The Selectmen are asking that a representative come before the Board.
- Rockingham Nutrition's request is \$538, a slight increase over the '08 request of \$527.
- Rockingham Community Action has submitted a request for \$5,707. Sue Benoit has indicated that they may be having some administrative problems and would like to look into it before the Town appropriates any money for them.
- Big Brothers/Big Sisters submitted a request for \$810. Since they have not requested funds since 2006 it will need to be voted on as a warrant article at Town meeting.
- Lamprey Health Care was included as a warrant article in 2008. They requested level funding for 2009 and will need to be included as a separate article in 2009 as the Board requires new agencies to be included as separate warrant articles for 2 years before being included in the budget.
- The total of all submitted requests is \$25, 226 which represents a 13% increase over last year's total of \$22, 270 (including health agency warrant articles).

The Board signed the following documents:

- An agreement between the Town and Dept of Motor Vehicles allowing Phyllis to act on our behalf in the use of their software system in the registration process.
- A letter to Mr. Gigante regarding drainage at Gigante Park.
- A letter to Mr. Sneiderman regarding the drainage at Budget Storage.

The Selectmen reviewed and approved a draft of the Board of Selectmen's Emergency Notification Procedures. They also reviewed and approved a letter to Dr. Reiner, the Town's health officer, informing him of these notification procedures.

Duane Demeritt was in to inform the Selectmen that there will be a blasting demonstration on October 23rd at 9:30 a.m. at the Town Shed.

At 7:45 p.m. Johnston made a motion, seconded by Waldron, to go into nonpublic session per RSA 91-A:3 II(a) to discuss an employee evaluation. Menter, Johnston, Bryan, Artimovich, and Waldron voted in favor.

At 7:50 p.m. Artimovich made a motion to come out of nonpublic session and seal the minutes. The motion was seconded by Bryan; Menter, Johnston, Bryan, Artimovich & Waldron voted in favor.

At 7:51 p.m. Artimovich made a motion, seconded by Johnston, to adjourn. All voted in favor.

Respectfully submitted,

Julie Stevens