

Board of Selectmen
Minutes November 18, 2014

Convened at 6:00 pm

Present: Ken Christiansen, Chairman
Jeffrey Bryan
Andrew Artimovich
Jane Byrne
Robert Mantegari

Christiansen thanked Jeff Bryan for his donation of gutters and downspouts and the time to install them on the fire station.

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.

Bryan made a motion, 2nd by Mantegari to approve the public minutes of 11/10/2014 as written. All were in favor.

Christiansen said Rescue 2 has some structural damage and Lemoine estimates the repairs to cost about \$5000.

Clement said she wanted to clarify the pay for the officers that will be attending the National Law Enforcement Officers Memorial in DC in May. Artimovich said the full time officers would be paid for 40 hours and the part time officers will be paid based on their average weekly hours worked.

Acting Building Inspector, Jeff Bryan, had the following building permits to be signed: Bryan abstained from signing the below permits as a selectmen.

- Larry Hansen, 506 Middle Road, electrical permit for generator: signed by Board
- Keith and Karen Montecalvo, 31 Washington Drive, replace 50 gallon water heater: signed by Board
- Nathaniel Jones, 34 Lyford Lane, electrical permit for addition: signed by Board
- Debra Flagg, 240 Rte. 125, 40 X 50 storage building: signed by Board
- Nordins LLC, 67 Rte. 27, foundation only: signed by Board
- John Buckels, 20 Skim Milk Lane, electrical and minor building permit for solar panels: signed by Board
- Deer Hill Electric, Tonry Cemetery, electrical permit: signed by Board.
 - Artimovich made a motion, 2nd by Mantegari to waiver the permit fee for the Trustees of the Cemetery. All were in favor.

Clement said that she and Bryan had interviews last week for the Building Inspector position. Bryan made a motion, 2nd by Mantegari to extend a conditional offer of employment to Kip Kaiser contingent on a satisfactory background and medical screen. All were in favor.

The board reviewed the following budgets:

Information Systems, Karen Clement

Board of Selectmen
Minutes November 18, 2014

Clement said Mainstay's fee is increasing about \$100 per month. Software support is down because last year they budgeted for an assessing interface; in 2015 the town will only need to buy the support. Bryan made a motion, 2nd by Mantegari to approve the information systems budget of \$30,175. All were in favor.

Regional Associations, Karen Clement

Clement said the American Red Cross requested a significant increase. Clement called the organization 3 times to confirm the request and never heard back; therefore, she level funded the request. Child and Family Services and Richie McFarland have requested increases based on actual services provided to Brentwood residents. Mantegari said he was opposed to the increase in funding; Artimovich said these organizations help keep our welfare budget down. Bryan made a motion, 2nd by Byrne to approve Regional Associations budget of \$19,894 (an increase of \$1000 from 2014). The motion carried with Mantegari opposed.

Library: Bob Gilbert, Doug Petterson, Betsy Solon

Gilbert said the salary line was increased for 2% merit increases, changing the children's librarian from hourly to salary, and the extra pay period for 2015. Benefits were increased to reflect NHRS increases and the change from a single to a family in coverage. Media was increased slightly for database and downloadable book fees. Electricity and heat was also increased anticipating an increase in costs. Mantegari asked why they would change the position from salary to hourly. Gilbert said this person has excelled at her position and as an effort to be fair and budget conscious the library trustees would recommend making this person salaried. Bryan made a motion, 2nd by Byrne to approve the library budget of \$241,663.65. The motion carried with Mantegari opposed.

Town Clerk, Phyllis Thompson

Thompson is requesting a merit increase for herself and both her staff. She is also requesting to increase the clerk's hours from 24 to 32 hours weekly beginning in April. Thompson requested that the Town pay for her to go on Medicare and opt out of the town insurance. She said this would be a savings of about \$4500 annually. Bryan made a motion, 2nd by Byrne to pay for Thompson's Medicare premiums in lieu of town insurance. All were in favor.

Bryan made a motion, 2nd by Mantegari to approve the Town Clerk budget of \$68,129. All were in favor.

Tax Collector, Phyllis Thompson

Thompson is requesting a merit increase for herself and both her staff. She is also requesting to increase the clerk's hours from 24 to 32 hours weekly beginning in April. Thompson also needs to order tax bills in 2015. Bryan made a motion, 2nd by Mantegari to approve the tax collector's budget of \$66,989. All were in favor.

Recreation, Bob Regan and Margaret Dullea

Regan said they are requesting a merit increase for Dullea. Dullea said they are also increasing the electricity anticipating an increase in PSNH's rates. Regan said they are requesting to create a second position to help with the building rentals. Regan said the budget is \$12/hr. for 4 hours per week. Dullea said the position would help with showing the building and processing applications. Artimovich suggested increasing the rental fee to offset the cost. Mantegari suggested charging an administration fee for building rental. Bryan said to make the increase palatable, to fund the new part time position out of the revolving fund, offsetting the increase with an increase in rental fees for a

Board of Selectmen
Minutes November 18, 2014

year to see what the actual figures will be. Artimovich made a motion, 2nd by Mantegari to add \$50 to rentals for any new rentals effective immediately. All were in favor.

Dullea asked if they would go ahead and post the position since it will be funded out of the revolving fund. The board said yes.

Bryan made a motion, 2nd by Mantegari to approve the recreation budget of \$42,584. All were in favor.

Clement asked if Dullea could be granted earned time. This would be a change based on Dullea's supervisory status as a department head and not a change in benefit offering for part time employees. Clement said employees receive 13 days of earned time annually up to year 5. Artimovich made a motion, 2nd by Mantegari for Dullea to accrue 78 hours of earned time annually. All were in favor.

Chief Robinson came in and said that the Epping dog officer has approached him to see if we need the help. Robinson said they have been handling the dog calls internally and will reevaluate if it becomes too burdensome on the officers.

The Mill Road Bridge was placed on NHDOT's red list about a year ago. Robinson said he had a quote from Miche Corp. for the repairs. He will bring that to the next meeting to discuss funding options.

The board reviewed the bids for curbside pickup and has a few questions for Pinard on the bulky item collection. Clement will review that information and the board will continue the discussion next week.

Bryan made a motion, 2nd by Mantegari to sign the land use change tax bill and warrant for 304 Middle Road per Michaud's recommendation. All were in favor.

Bryan made a motion, 2nd by Byrne to abate the building taxes for 102 Rte. 125 as the building was removed prior to April 1, 2014. All were in favor.

Clement had a hawkers and peddlers permit for a representative from Edward Jones to solicit residents door to door. Christiansen made a motion, 2nd by Bryan to deny the permit. All were in favor.

Artimovich made a motion, 2nd by Mantegari to nominate Eric Turer to serve as a Brentwood representative to ERLAC per Wofchuck's recommendation. All were in favor.

Bryan made a motion, 2nd by Byrne to appoint Paul McFarland as the Deputy Emergency Management Director. All were in favor.

Clement had a draft contract from Dubois and King. Mantegari made a motion, 2nd by Artimovich to send the draft to counsel for review. All were in favor.

Motion to adjourn at 7:16pm made by Bryan, 2nd by Mantegari; all were in favor.

Board of Selectmen
Minutes November 18, 2014

Respectfully submitted,

Karen Clement

WEEKLY TREASURER'S REPORT				
DATE:			11/18/2014	
Citizens General Fund:				
	Previous Balance:		20,301.72	
	Deposits:		200,310.30	
	Payroll:		15,940.02	DD: 9252.93 CK: 6687.09
	FICA:		4,283.32	
	to Impact Fees			
	A/P: Regular		190,150.85	Swasey: \$180,000
	From MMA		7,000.00	
	TO MMA			
	Account Balance:		17,237.83	
	Interest Earned YTD:		23.69	
CD's:	Unrestricted Balance:		-	
MMA:	Unrestricted Balance:		694,271.18	
	Total Invested Funds:		694,271.18	
	Interest Earned YTD:		2,523.24	