

Board of Selectmen  
Minutes February 9, 2021

Convened at 6:00 pm

Present: Andrew Artimovich, Chair  
Ken Christiansen  
Phyllis Thompson (via Zoom)  
Robert Mantegari  
William Faria

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. The Selectmen reviewed and signed the recreation register.

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

Ellis spoke about Citizens bank requiring us to add Fraud Protection at a cost of \$200 per month and explained that if we did not agree we would have to sign an indemnity agreement. Clement and Ellis met with a representative from TD Bank. They would require Fraud Protection but only on the general fund account. We would estimate an interest of \$600 a month with TD bank. TD bank will cover the cost of the checks and deposit slips for the first year. Mantegari made a motion, 2<sup>nd</sup> by Christiansen to move our accounts to TD Bank. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries. Ellis said that the transition would take approximately 6 weeks to complete with a target date of April 1<sup>st</sup>.

Artimovich made a motion, 2<sup>nd</sup> by Mantegari to allow Thompson to participate electronically (via Zoom) for the meeting. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries.

Mantegari made a motion, 2<sup>nd</sup> by Christiansen to approve the public minutes of 1/26/2021 as written. Faria – aye, Christiansen – aye, Mantegari – aye, Thompson - aye and Artimovich – aye. The motion carries.

Mantegari made a motion, 2<sup>nd</sup> by Christiansen to approve the nonpublic minutes of 1/26/2021 as written. Christiansen – aye, Mantegari – aye, Thompson – aye, and Artimovich - aye. The motion carries.

Thompson left the meeting.

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

- Alan Agrella, 44 Spruce Ridge Drive, Wire small room under deck: signed by Board.
- Jonathon Morgan, 51 Lake Road, Install 48 solar panel system: signed by Board.
- 3 Ponds LLC, 19 James Circle, Plumbing for new home: signed by Board.
- 3 Ponds LLC, 13 James Circle, Plumbing for new home: signed by Board.
- 3 Ponds LLC, 11 James Circle, Plumbing for new home: signed by Board.
- Kevin Allard, 92 Prescott Road, New dwelling: signed by Board.

The Historical Society and Pilgrim Church (serving as the food pantry) would like a page in the town

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report. Christiansen asked if there were any prohibitions, Clement said no. Christiansen made a motion, 2<sup>nd</sup> by Mantegari to allow the Historical Society and Pilgrim Church to have a page in the town report. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries.

Update on Town Meeting: Clement said in order to host town meeting out of Brentwood, the only requirements are that we post the notice at the new venue and provide transportation from the original polling location to the new venue. Exeter High School auditorium is available on Saturday, March 13<sup>th</sup>. Daphne Woss, Town Clerk, Clement and Mr. Chamberlain, Town Moderator are meeting on 2/10/21 at the High School to discuss how it will be set up. The school has agreed to provide 2 buses under their contract for a reduced rate. The buses will arrive at Swasey for 8am and wait until about 8:20am then go to Exeter High School and standby until the meeting is over. Christiansen asked about Police protection. Chief Ellen Arcieri (via zoom) said that she had an email from Chief Poulin, Exeter Police Chief, and we just have to reach out to him – we are good to go with our security. Clement said it would have been \$850 for us to hire the buses, under the school it is \$300. Faria made a motion, 2<sup>nd</sup> by Christiansen to approve the cost of the buses. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries.

Artimovich stated that the Town Meeting will be at 9am at Exeter High School – 2 buses will provide transportation from Swasey or you can drive yourself.

Christiansen made a motion, 2<sup>nd</sup> by Mantegari to sign the Election Warrant. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries.

Clement presents the Town Meeting warrant. Mantegari made a motion, 2<sup>nd</sup> by Christiansen to approve and sign the town meeting warrant. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries.

Artimovich asked for a vote to approve the report for BOS for the town report, Christiansen said outstanding work, very well written. Clement thanked him. Mantegari made a motion, 2<sup>nd</sup> by Christiansen to approve the report of BOS for town report. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries.

Artimovich asked for a vote to approve town report. Clement said that she had made draft copies of it so the BOS can see how it was put together. Mantegari made a motion, 2<sup>nd</sup> by Christiansen to approve the town report as written. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries.

Christiansen spoke about the carpet install that will begin on 2/10/21 and he thinks it will be a good idea to have employees working remotely at home and productive. Christiansen made a motion, 2<sup>nd</sup> by Mantegari to allow employees to work remotely the day their office is being done. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries. Clement explained that the Town Clerks office is being done on 2/15 which is a Holiday to limit disruption to the public.

Artimovich said that the budget committee did not approve the \$25,000 to the capital reserve for the police facility fund, so that will go down as approved by the Board of Selectmen, not approved by the budget committee.

Chief Arcieri spoke to the K9 equipment that was for sale. We re-negotiated a \$400 agreement based on the canine cage and a couple of ballistic items that were donated that we had no use for – there was a misunderstanding regarding door panels. They were part of the K9 equipment, and we did not

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realize. We would have to pay to find new panels and have them installed. Sheriffs department said they would be getting a whole new system. Artimovich asked that we follow up with Adamson's to find out why we paid to have equipment taken out of the car that was not removed completely. Chief said she had put a call in to them a couple of weeks ago and is looking for a credit.

Artimovich asked for an update on the sale of the old cruiser. Clement explained that it is posted on Craigslist and 4 people were interested but backed out. Clement went on to say that there is one employee that is interested and is offering \$1500.00. Christiansen made a motion, 2<sup>nd</sup> by Mantegari to sell the old cruiser to the employee. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries.

Documents to sign:

1. Intent to cut – 2 parcels owned by the Swasey's. Faria made a motion, 2<sup>nd</sup> by Mantegari to approve the intent to cut. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries.
2. Special Permit Application – Mosquito. Mantegari made a motion, 2<sup>nd</sup> by Christiansen to approve the pesticide application and authorize Artimovich to sign. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries.
3. Legend Software Contract – Clement explained Mainstay Technologies used to manage our website and one of their employees has started his own business – Legend Software. The new contract is the same cost and for a period of 2 months. Mantegari made a motion, 2<sup>nd</sup> by Christiansen to accept the Legend Software contract and authorize Artimovich to sign. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries.
4. COVID 19 Relief Election Form – Clement explained that this is an offering through Health Trust for employees participating in FSA. It will allow employees to enroll outside of the normal enrollment period, extends their grace period to the end of the calendar year, and eliminates the carry over limit at no extra cost. Mantegari made a motion, 2<sup>nd</sup> by Christiansen to accept the COVID 19 Relief Election Form. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries.
5. Homeowners Association (HOA) letters to Firefly and Arrowhead –The 2 workforce housing developments are required to have a monitoring agent hired by the HOA. The monitoring agent for these developments has passed away. We do not have the current functioning HOA to enforce this component, so we need to send a letter to them to reconstitute their HOA. Christiansen made a motion, 2<sup>nd</sup> by Mantegari to send the HOA letters. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries. Clement said we will do a mail merge to all property owners in each of these developments. Artimovich read the HOA letter to the Board.
6. Appointment slips (3) - Mantegari made a motion, 2<sup>nd</sup> by Christiansen to appoint Erin Merrill and Patrick Farrell as alternate members of the recreation commission for one year. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries. Mantegari made a motion, 2<sup>nd</sup> by Christiansen to appoint Aaron Kelly as a member of the recreation commission for three years. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries.

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7. Veterans credit (3) and a blind exemption - Christiansen made a motion, 2<sup>nd</sup> by Mantegari to approve three Veterans credits and one blind exemption. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries.
8. Gravel warrant for Magnussen Farm - Christiansen made a motion, 2<sup>nd</sup> by Mantegari to sign the gravel warrant for Magnussen’s pit. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries.
9. Intent to excavate for Magnussen’s Farm - Mantegari made a motion, 2<sup>nd</sup> by Christiansen to approve the intent to excavate for Magnussen’s Farm. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries.
10. First application for excavation in a public right of way, to start work next week and end of date proposed 3/15. They are looking to excavate and replace 3” of conduit in the roadway on Dudley Road. Christiansen made a motion, 2<sup>nd</sup> by Mantegari to approve the permit contingent on Highway taking baseline photos and obtaining the insurance certificate. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries.
11. Notice of Extension from Stevens Associates (SA) – Clement said SA is looking for an extension until 2/16 to execute the construction contract with AN Whipple. Mantegari said he has spoken to Bob Stevens and his contractors are working on that. Mantegari made a motion, 2<sup>nd</sup> by Christiansen to approve the extension. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries. Clement asked that a BOS representative be designated to approve documents and change orders related to the Mill Road project in between meetings. Christiansen made a motion, 2<sup>nd</sup> by Faria to designate Mantegari approve documents and change orders related to the Mill Road project. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries.
12. Becky Dunham to be reappointed for the Regional Associations sub-committee. Mantegari made a motion, 2<sup>nd</sup> by Christiansen to reappoint Becky Dunham for 3 years to the Regional Associations sub-committee. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries.
13. PD Grant – Chief Arcieri said that this is additional money that the New Hampshire Highway Safety Grant has for some equipment. This is a 50% match, one is for a Lidar unit and the other is another radar display sign, like the one that is at Exeter High School. Artimovich explained that a Lidar is a laser radar. We have the money in the PD budget. Clement said that we can use impact fees on both for our 50%. Christiansen made a motion, 2<sup>nd</sup> by Mantegari approve the grant using impact fees for our match. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries.

Mantegari spoke about an issue he brought up to the Library Trustees, another complaint from someone that had inquired if they could get reimbursed for their fees as they are going to a different Library – they are going to Kingston Library, versus our Library, because they realize ours is not accessible. They asked if a motion could be made to defund the Library and Mantegari said that he would bring it up at the Selectman’s meeting. Artimovich said that legally we have no control over the Library because the Trustees control the Library. Artimovich asked who was on (zoom) from the Library – Janice Wiers, Heather Lindsay, Tracy Waldron and Tom Walker are present. Wiers explained that Waldron had written back to Mantegari about this issue. Wiers asked Waldron to speak to that.

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Waldron said legally you cannot vote to defund the Library – if you have a public Library in your town you can't vote to defund it. Mantegari said that a constituent had asked about it and it was our duty to keep them (Trustees) informed that there is a frustration out there. The constituent had asked that 1) if they can get paid back for the fee that they had to pay for an out-of-town Library and 2) is it possible to make a motion to take away money or defund the Library and push the burden back to the Library. Mantegari asked if what Waldron was saying is that the Library cannot be defunded from the town meeting. Waldron said that is correct. Artimovich asked that any source should be sent directly to the trustees. Mantegari said that he asked the constituent to reach out the trustees directly. Waldron said that almost all Libraries in the Seacoast area are closed and doing curbside pickup. She went on to say that they are as frustrated as everyone, but they are trying to be safe for everyone, for the public and staff. Artimovich asked if they are zooming the Library Trustee meetings. Waldon replied yes.

Mantegari said he received a compliment on the Police Department which he wanted to pass along. He wanted to address a complaint about speed at the Highway, but he saw the person coming in and they were fine. Artimovich stated they were doing an outstanding job in plowing. Mantegari mentioned some kids flying by on tubes with a rope coming off the back of a car during the snow storm which the Police unfortunately didn't get to.

Faria said that he had heard from Thompson who wanted him to pass on to the Town that they very much appreciate the work the town has been doing through COVID and wanted to recognize the fact that the Town has been doing a really nice job. Artimovich said we need to keep the employee recognition going.

Liz Faria, 209 South Road – what is the fee for the Kingston Library? Mantegari said he believes it is \$50. Faria asked if that is the only one open and Artimovich said his Library knowledge is only based up on the one next to him. L. Faria asked for clarification on the laser that is being used. Artimovich explained how it is used. Faria said if there is a ticket does Brentwood see any of that? Artimovich said no, but when we put a cadet into the Academy we do not pay for the Academy. Faria said about the increase in road traffic once the new massive facility goes up in Kingston, we will see an increase in volume. Artimovich said it is good for business.

Faria asked about Tom Arkell, was he Police? Artimovich said he was Steve's Father, who died in the line of duty. The Police Department represents their families at funerals. Chief Arcieri said she had a conversation with Jeff Arkell about an hour before the meeting started and extended our condolences for the loss of Tom Arkell. They are not doing anything right now in light COVID, he will keep us posted, maybe nearer the summer. We will be making arrangements to send a floral arrangement to Marion Arkell and family.

At 7:05 pm a motion was made by Mantegari, 2nd by Faria to go into nonpublic session per RSA 91-A: 3, II for (a) personnel. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries.

At 7:37pm a motion was made by Mantegari, 2nd by Christiansen, to come out of nonpublic session and seal the minutes. Christiansen –aye, Mantegari – aye, Thompson - aye, and Artimovich - aye. The motion carries.

At 7:37 pm a motion was made by Mantegari, 2nd by Christiansen to adjourn. Faria – aye, Christiansen – aye, Mantegari – aye and Artimovich – aye. The motion carries.

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Respectfully submitted,

Sarah Parkhurst

Sheet1

WEEKLY TREASURER'S REPORT

<b>DATE:</b>	<b>2/9/2021</b>		
<b>Citizens General Fund:</b>			
Previous Balance:	16,387.57		
Deposits:	71,820.00		
Payroll:	23,257.42	DD: \$22434.90	CK: \$822.52
FICA:	5,827.31		
to Impact Fees			
A/P: Regular	\$55,327.67		
Non-A/P	4,081.00		
void checks	4,081.00		
From MMA	10,000.00		
Transfer to Rec	(70.00)		
Transfer to PD Details	304.00		
TO MMA			
Account Balance:	13,421.17		
Interest Earned YTD:	1.63		
<b>MMA:</b>			
CD's			
Unrestricted Balance:	5,540,852.76		
Total Invested Funds	5,540,852.76		
Interest Earned YTD:	554.36		



Jonathan Ellis, Treasurer  
Joyce A. Gallant, Deputy Treasurer