



**TOWN OF  
BROOKLINE, NEW HAMPSHIRE**

**PLANNING BOARD**

**P.O. BOX 360 – 1 Main Street  
BROOKLINE, NH 03033-0360**

+  
Telephone (603) 673-8855  
Fax (603) 673-8136

[kristen@brookline.nh.us](mailto:kristen@brookline.nh.us) [valerie@brookline.nh.us](mailto:valerie@brookline.nh.us)  
<http://www.brookline.nh.us>

**PLANNING BOARD MEETING**

**Minutes**

**January 21, 2010**

**Present: Alan Rosenberg, Co-Chair, Voting**  
**Richard Randlett, Member, Voting**  
**Kevin Gorgoglione, Selectmen's Representative Alternate**  
**Paul Anderson, Alternate**  
**Mike Papadimatos, Alternate (Voting for Ron Pelletier)**  
**Dana MacAllister, Alternate (Voting for Michele Hakala)**  
**Valérie Maurer, Town Planner**

**Absent: Michele Hakala, Co-Chair and Ron Pelletier, Member.**

**Minutes**

**Richard moved to approve the Public Planning Board minutes of January 7, 2010 as Amended.**  
**Seconded by Kevin. Vote yes 3-0.**

**Kevin moved to approve the Non-Public Planning Board minutes of January 7, 2010 as written.**  
**Seconded by Richard. Vote yes 3-0.**

**Membership**

**Alan** read Michele's letter of resignation from the Planning Board. Michele's term expires in March of 2010. **Alan** said this means she will not be volunteering for another three year term. The first meeting in April there will be an open full member position on the Planning Board if anyone is interested. **Valérie** said she will put membership on the agenda for March 18, 2010 to discuss.

**Master Plan Update**

**Alan** said they have decided on TF Moran to do the Master Plan update. The Board of Selectmen had no issues with the choice we made or why we picked them. We also asked TFM if they would revisit the proposal that was submitted in the amount of \$75,000. They came back with new pricing of \$61,150. **Paul** asked what was cut to bring the price down. **Alan** said they cut back on meetings. **Valérie** said we still need to have these meetings but the Planning Board will have to hold them. **Dana** asked if we ever received a proposal from NRPC. **Alan** said they did not submit one. **Valérie** said NRPC will still be involved in this process by provided data to the consultant. **Valérie** said that, since TF Moran will not be involved in all the meetings previously scheduled, the Planning Board will need

## PLANNING BOARD MEETING

January 21, 2010

Page 2 of 3

to put money in the budget for mailing, brochures, meetings, copies, etc. She thought \$3,000 might be enough for the two years. The Board probably will spend more the first year than the second and suggested budgeting at least \$2,000 for 2010. The Board agreed that the Town should also have a bulk mailing permit. **Valérie** said it would cost .27 cents to mail out flyers rather than .44 cents that it would cost without the permit. **Valérie** said she will look into it tomorrow when she goes to the post office. **Valérie** said the first flyer explaining what the Master Plan is and why it needs to be updated should go out before Town Meeting. The Board also agreed on holding an informative meeting before the town meeting. We should schedule an informational meeting on March 4<sup>th</sup> 2010 for the residents and the Planning Board to discuss the update. **Alan** said we will need to have Jerry Coogan from TFM come in to discuss his proposal with the Planning Board. **Valérie** said she will call him and see if he can attend the February 4<sup>th</sup>, 2010 Planning Board meeting.

**Valérie** read the warrant article that has been put together and reviewed by Town Counsel and that will be voted on at Town Meeting:

*"To see if the Town will vote to authorize the Board of Selectmen to enter into a two (2) year contract for the planning board to update the Brookline Master Plan at a cost of \$62,000 and to raise and appropriate the sum of \$31,000 for the first year's payment for that purpose, or take any action relative thereto. Said contract contains a fiscal funding clause which permits the termination of the lease on an annual basis should the funds necessary to make the required payments not be appropriated by town meeting. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until December 31, 2011."*

**Dana** asked what would happen if this doesn't get funded. **Alan** said the RSA's suggests that the Master Plan be updated every five to ten years; it has been 13 years since the last update was done. If this does not get funded the Planning Board would have to try to complete the update ourselves. **Paul** asked why the Planning Board hasn't already tried to do the update. **Valérie** said that for the past five years we haven't had the volunteers to work on updating the chapters and the town does not have the ability to create the maps or the software to update some of the information in the Master Plan. **Alan** said that once the Master Plan update is done, we would have an editable version that will be used for future revisions. **Richard** said a legal challenge because we have not updated the Master Plan could cost more than the actual update itself.

**Valérie** said the last update in 1996-1997 cost the Town \$29,445. This was a budget item and not a warrant article.

**Alan** said now that we have decided to go with TFM we are going to we need a contract and to meet with him.

**Richard** move to approach TFM about a contract in review of the proposal and the updated cost package. Seconded by **Kevin**. Vote yes 5-0.

**Valérie** said she will contact Jerry Coogan from TFM in the morning and try to reserve Brusch Hall for the informational meeting on 3/4/2010. She will also start working on a flyer that will go to every resident of Brookline so they are aware of what the Master Plan is and why it needs to be updated.

### NRPC Work Force Housing Seminar

**Dana** said he will be attending the seminar that NRPC is holding in Milford on 1/28/2010 for Work Force Housing. If anyone else is interested in going that would be great. **Dana** said he will bring back as much information as he can.

**Richard moved to adjourn at 7:55 pm. Seconded by Kevin. Vote yes 5 -0.**

**Alan Rosenberg, Co-Chair, Voting** \_\_\_\_\_

**Richard Randlett, Member, Voting** \_\_\_\_\_

**Kevin Gorgoglione, BOS's Representative, Voting** \_\_\_\_\_

**Dana MacAllister, Alternate (Voting for Michele Hakala)** \_\_\_\_\_

**Mike Papadimatos, Alternate (Voting for Ron Pelletier)** \_\_\_\_\_

**The next Regular Planning Board meeting will be 2/4/2010.  
Minutes submitted by Kristen Austin**