



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
SELECTBOARD**

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*Minutes
Selectboard
Monday, April 4, 2022*

Selectboard members present: Eddie Arnold, Brendan Denehy, Dana Ketchen, Steve Russo, and Ed Perry along with Town Administrator Tad Putney.

6:30pm Eddie opened the meeting with the Pledge of Allegiance and read the ground rules for hybrid meetings.

Public Input

Michael Plesac, 26 Laurel Crest Drive, asked why tax dollars are being used to remove the Wallace Brook beaver dam that has been there for 35 years without a problem. He said if the town felt that too much water was a risk, once it was removed, the beavers built another dam and reduced the water by at least 30%. He also asked why pipes were left on the side of the road creating a hazard. **Mr. Plesac** said when the dam was removed and the water drained there was no problem, so why would it be a problem if the dam let go on its own. **Eddie** said this issue was first brought to the Selectboard because the town was addressing the safety concerns with the dam, but the project is on Conservation Land, so we are directing any questions to the Conservation Commission. **Steve Spader**, 7 Wallace Brook Road, asked who the Conservation Commission reports to. **Eddie** said they are their own body. **Mr. Spader** said he has met with the Conservation Commission and was led to believe that anything the public works department does has to be run through the Selectboard. **Eddie** said for budgeting purposes yes. **Mr. Spader** said he is confused about why the second dam was taken down since it was 200 feet back from the culvert and wasn't posing any issues. He said with the water at about 50% less than it was originally, **Mike** just ripped down the dam, the pond drained and nothing happened, so we know it doesn't pose any issues. He said no abutters were notified when this happened two weeks ago, and one abutter's land got washed out downstream. **Mr. Spader** said he asked **Mike** when the pipes were going in and he said soon but was not specific. **Mr. Spader** said the town has destroyed the pond and he wants answers. He said as a taxpayer he deserves respect. **Eddie** referred **Mr. Spader** to the bottom of the agenda where it states how to address complaints about town employees outside of a Selectboard meeting. **Mr. Spader** asked when **Mike** is going to do the job he was supposed to do. **Eddie** said the situation has changed and at this point the Selectboard is directing concerns about the project to the Conservation Commission, given it is on their property. **Jamie Hoffpauir**, 74A Averill Road, asked who are the contacts on the Conservation Commission where questions should be directed and it is her understanding that there was a commitment to restore the pond back to a certain water level, should that be addressed to the Selectboard or

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the Conservation Commission. **Eddie** said **Dana Ketchen** is the Selectboard Representative and **Brendan Denehy** is the Alternate on the Conservation Commission. **Dana** said she doesn't recall any promise to restore the water level and she doesn't believe that the second dam was built all on it's own. She said there are email addresses on the website you can send a request to get on the agenda and discuss these questions at a Conservation Commission meeting. **Brendan** said you can contact the Conservation Commission Chair **Buddy Dougherty** through the secretary, **Kristen Austin**, to get on the agenda. **John Hoffpauir**, 74A Averill Road, asked why there was no notification sent out to begin with. **Tad** said we sent out letters back in July to a dozen people. He said at that time he had attended a Conservation Commission meeting to address the emergency services department heads' concerns about the dam and the decision was made for the public works director to work together with the Conservation Commission to address those concerns. **Mr. Spader** asked why the work didn't go as planned. **Tad** said the second beaver dam appeared very quickly after the original dam was removed and it was recently breached. He said now there doesn't seem to be any beaver activity, so it doesn't make sense to put in beaver deceivers at this time. **Mr. Hoffpauir** said what is the end game here. **Eddie** said to protect the infrastructure of the town and ensure that the beaver dam doesn't clog the culverts underneath the roadway and cause damage to the road. **Eddie** said the State of NH and DES were contacted and both supported the removal of the dam. **Brendan** said a few days ago a beaver dam let go in the Town of Wilton and wiped out a bridge on the main route from Milford to Mason. **Maggie Marszewski**, 12 Wallace Brook Road, said for 33 years a small group of neighbors have been wonderful keepers of the area with no floods. She said she is upset and frustrated that there seems to be no concern for them. She said it is a disgusting mess. **Eddie** said we hear you. **Chris Spader**, 7 Wallace Brook Road, said when they were inspecting the culverts, someone from the Conservation Commission said we need to put hay bales to protect from erosion on the stoneface, but nothing was ever done. She said she also filled in erosion holes on her own. **Mrs. Spader** suggested looking into using the Milner Wallace Trust Funds to fix the way it looks now.

Approve Minutes

Dana moved, seconded by Brendan, to approve the public minutes from the Monday, March 21st and Monday, March 28th meetings as written; Voted Yes 5-0. Dana moved, seconded by Brendan, to approve 10 sets of non-public minutes from the Monday, March 21st meeting as written; Voted Yes 5-0. Dana moved, seconded by Brendan, to approve 4 sets of non-public minutes from the Monday, March 28th meeting as written; Voted Yes 5-0.

Sign Warrants for Payment

Brendan moved, seconded by Dana, to approve Accounts Payable Warrant #13 in the amount of \$1,457,777.79, Payroll Warrant #14 in the amount of \$62,177.51, Police Detail in the amount of \$210 and Public Works Building Project Warrant #13 in the amount of \$118,349.82; Voted Yes 5-0.

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Notice of Public Hearing

Eddie announced a public hearing on April 18th at 6:45pm in the Town Hall meeting room to discuss proposed changes to building permit fees. The proposed fees are available on the town website.

Reappointments and Notices to Reappoint

Brendan moved, seconded by Eddie, to reappoint Tom Rogers and Jay Chrystal as Full Members to the Conservation Commission until March 2025; Voted Yes 4-0-1, Steve abstained. Dana moved, seconded by Brendan, to reappoint Sean McNair as Alternate Member to the Conservation Commission until March 2025; Voted Yes 5-0. As recommended by the Planning Board, the Selectboard gave notice to reappoint **Eric Bernstein** and **Scott Grenier** as Full Members and **Dennis Bechis** as Alternate Member to the Planning Board at their next meeting.

Police Chief and Administrative Assistant to Police Chief Job Descriptions

Brendan moved, seconded by Dana, to approve the job descriptions for the Police Chief and the Administrative Assistant to Police Chief; Voted Yes 5-0.

Accept Final Report from Open Government Working Group (OGWG)

Dana moved, seconded by Eddie, to accept the final report of the Open Government Working Group as edited; Voted Yes 5-0. **Eddie** said the group plans to re-charter with fewer members due to quorum issues and suggested the Board revisit this in June to discuss the new charter. **Eddie** thanked the OGWG members and **Brendan** asked that the Board send thank you letters to them.

Discuss Amendments to Street Numbering Ordinance

Emergency Management Director **David Coffey** reviewed minor amendments to the Street Naming and Numbering System Ordinance. **David** said he also went through and updated some of the language to bring it more in line with the times and proposed shifting the administrative duties from the Emergency Management Director to the Town Planner, in consultation with the Building Inspector. *Brendan moved, seconded by Dana, to approve the Street Naming and Numbering System Ordinance as amended; Voted Yes 5-0.*

Review and Approve 2022 Three-Year Lease for Police Cruiser

Dana moved, seconded by Steve, to authorize Eddie to sign the three-year lease agreement with Municipal Leasing Credit Corporation; Voted Yes 5-0.

Update on Town Planner and Town Administrator Searches

Tad said we received five applications for Town Planner by the deadline and after reviewing them we reached out to three and set up interviews for this week. He said we plan to have a Town Planner in place by mid-May to give enough time to shadow **Val**. **Tad** said MRI received twelve applications as of late last week for the Town Administrator position and plans to send follow up essays to at least six and then

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conduct interviews in late April. He said we expect to have a list of finalists from MRI for the Selectboard to interview in early May.

Update on Public Works Building

Tad said the fire pump passed its test on Friday. He said we are awaiting the final change orders, but are expecting several totaling around \$10,000 related to the fire pump installation. **Tad** said at this point we are estimating remaining contingency funds are around \$20,000. **Tad** said the building generator is scheduled for its final test on Friday, but the certificate of occupancy was not waiting on that. He said there is some minor work that remains around the grounds of the facility (loam and seed and addressing some erosion), which will be completed by CL Farwell in about a month once the ground dries out. **Tad** said the building committee will now focus on working through the closeout documents and final acceptance of the building.

Review 2022 Bridge Lease for 2 Ninth Street at Melendy Pond for Approval

Tad said the Melendy Pond lease for 2 Ninth Street expired on April 1st. He said the tenants have signed a “bridge” lease through the end of 2022, paid the rent for the year and are interested in signing a new lease at the end of this year. He said the prorated rent for the 2022 “bridge” lease is \$2,705 based on the higher rent levels in the most recent leases. ***Brendan moved, seconded by Steve, to approve the 2022 “bridge” lease for 2 Ninth Street at Melendy Pond; Voted Yes 5-0.***

Review Proposed Changes to Fire Department Permits

Tad said at a recent Board meeting there was discussion with the Building Inspector about recommended changes to building permit fees. He said there was a decision to hold a public hearing at our next meeting, but a desire to get feedback from the Fire Department on their permit fees, so all permit fees can be discussed together at the hearing. He said the Fire Department put together current permit fees from area towns and noted out of 15 types of fees they charge, they were recommending eight be increased by \$5 each and seven would remain unchanged.

Review Personnel Plan Changes for Approval

Brendan moved, seconded by Steve, to approve the updated Personnel Plan; Voted Yes 5-0.

Review First Draft of Energy Committee Charter

Brendan moved, seconded by Steve, to approve the first draft of the Energy Committee Charter as amended; Voted Yes 5-0.

Review Items for Next Meeting’s Agenda

It was agreed the following items will be discussed at the next meeting:

- Public Hearing – Building/Fire Permit Fees
- Appointments

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- Open SUV Bids
- Discuss Well Water Ordinance

Mail Folder

The Board reviewed the mail folder.

8:02pm *Eddie moved, seconded by, Brendan, to go into non-public session per RSA 91-A:3 II (c) reputation and (l) legal; potentially others; Roll Call Vote Yes 5-0.*

9:27pm *Eddie moved, second by Brendan, to come out of non-public session and seal the minutes; Roll Call Vote Yes 5-0.*

9:27pm meeting adjourned.

Minutes submitted by Sharon Sturtevant.

Eddie Arnold

Brendan Denehy

Dana Ketchen

Steve Russo

Ed Perry