



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
SELECTBOARD**

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

Telephone (603) 673-8855, ext. 213
Fax (603) 673-8136

Selectboard@brooklinenh.us

<http://www.brooklinenh.us>

*Minutes
Selectboard
Monday, April 5, 2021*

Selectboard members present via Zoom: Drew Kellner, Eddie Arnold, Brendan Denehy, Dana Ketchen and Steve Russo along with Town Administrator Tad Putney.

6:30pm Drew opened the meeting with the Pledge of Allegiance and said we are meeting under Executive Order #2020-04 and Emergency Meeting Orders #12 and #23, which allow for remote meetings. Selectboard members all stated where they were and that they were participating remotely due to COVID-19.

Public Input

Brendan reminded everyone that this Saturday is the annual COOP School District meeting at the high school beginning at 10am (rain date is the following Saturday).

Approve Minutes

Eddie moved, seconded by Steve, to approve the public minutes from the Monday, March 22nd meeting as written; Roll Call Vote Yes 5-0. Eddie moved, seconded by Dana, to approve 7 sets of non-public minutes from the Monday, March 22nd meeting as written; Roll Call Vote Yes 5-0.

Sign Warrants for Payment

Eddie moved, seconded by Dana, to approve Accounts Payable Warrant #13 in the amount of \$1,130,863.39, Payroll Warrant #14 in the amount of \$64,203.54, and Police Detail in the amount of \$3,150; Roll Call Vote Yes 5-0.

Comment on Timing of Future Town Meetings

Drew said it came to light before town meeting that we were holding it during Passover, but it was too late to make an adjustment. **Drew** said this was unintentional. He said **Ann Somers** has agreed to do some research and provide a list of common religious holidays to guide the future scheduling of such meetings.

Announce Opening on Souhegan Regional Landfill District (SRLD) Board

Tad said we have two individuals who are interested and the deadline for anyone else is Friday, April 16th.

Confirm Selectboard Representative as Alternate to the Planning Board

The Board appointed Steve Russo as Alternate Selectboard representative to the Planning Board.

*Minutes
Selectboard
Monday, April 5, 2021
Page 2*

Appointments and Re-Appointments

Planning Board - *Eddie moved, seconded by Dana, to re-appoint Alan Rosenberg as Full Member and appoint Eric Pauer as Alternate Member to the Planning Board until March 31, 2024; Roll Call Vote Yes 5-0.*

Zoning Board of Adjustment - *Eddie moved, seconded by Dana, to re-appoint Peter Cook and Webb Scales as Full Members to the ZBA until March 31, 2024; Roll Call Vote Yes 5-0. Eddie moved, seconded by Dana, to appoint Archer Batcheller and Kyle Lotring as Full Members to the ZBA until March 31, 2023; Roll Call Vote Yes 5-0.*

Conservation Commission – *Eddie moved, seconded by Dana, to re-appoint Francis Dougherty and Jerry Jaworski as Full Members to the Conservation Commission until March 31, 2024; Roll Call Vote Yes 5-0.*

Recreation Commission – *Eddie moved, seconded by Dana, to re-appoint Rich Vertullo, Yvonne Gutierrez and Tom LaRoche as Members to the Recreation Commission until March 31, 2024; Roll Call Vote Yes 5-0.*

Review and Approve 2020 Audit Engagement Letter

Dana moved, seconded by Steve, to authorize Drew to sign the 2020 Audit Engagement Letter; Roll Call Vote Yes 5-0.

Review and Complete the Selectboard’s Annual Audit Questionnaire

Brendan moved, seconded by Eddie, to authorize Drew to sign the Annual Audit Questionnaire for the Selectboard; Roll Call Vote Yes 5-0.

Review Upcoming Selectboard Meeting Schedule

The Board reviewed the Selectboard meeting schedule for the coming year.

Review and Re-adopt Code of Ethics

Eddie moved, seconded by Brendan, to re-adopt the Code of Ethics with the possibility of looking at amending it in the future; Roll Call Vote Yes 5-0.

Commendation to Scotty Knowles for Retirement From Fire Service

Drew read a letter to Scotty Knowles acknowledging his retirement after 40 years of combined service on the Brookline and Milford fire departments.

Review and Approve the MS-232 from Town Meeting

Brendan moved, seconded by Eddie, to approve the 2021 MS-232, Report of Appropriations Actually Voted at Town Meeting; Roll Call Vote Yes 5-0.

Review Draft of Melendy Pond Management Committee (MPMC) Charter

Tad said he added one bullet to last year’s charter, which includes developing a plan to deal with two leases that will be expiring at the end of 2021. Tad said Eddie suggested making this a multi-year charter. *Eddie moved, seconded by Brendan, to amend the Melendy Pond Management Committee Charter Draft, changing the first sentence in the last paragraph under “Purpose” to read, “The committee’s charter will end at the conclusion of the 2024 town meeting”; Roll Call Vote Yes 5-0. Eddie*

*Minutes
Selectboard
Monday, April 5, 2021
Page 3*

moved, seconded by Brendan, to approve the Charter for the Melendy Pond Management Committee as amended; Roll Call Vote Yes 5-0.

Discuss Seeking Members for the Melendy Pond Management Committee

The Board decided to follow the normal course of action and post that any interested candidates should email the Board their qualifications and interest for consideration by Friday, April 16th. The Board will notice their intent to appoint members at the next meeting.

Fire Engineers re Keeping Old Forestry Truck; storage of 1939 Truck in Annex

Charlie asked the Board if the town could sell the old forestry truck back to the Fire Association for one dollar. **Drew** said it will be put on the agenda for discussion at the next meeting. **Charlie** also asked if the 1939 truck could be stored temporarily in the Annex for one to two years with the stipulation that it be moved for a week before and a week after the Library's book sales. There were no objections from the Board. **Drew** and **Eddie** agreed the Annex along with all interested parties should be put on a meeting agenda, perhaps in the summer, to discuss its future use.

Review Request for Payment of Forestry Match From Fire Truck Cap Res Fund

Brendan moved, seconded by Eddie, to approve payment of \$7,804.76 be made from the Fire Truck Cap Reserve Fund by the Trustees of the Trust Funds for the Town's matching portion for the forestry truck; Roll Call Vote Yes 5-0.

Review and Approve Public Works Bond and Bond Anticipation Note Application

Dana moved, seconded by Eddie, to authorize Drew to sign the bond application for the building of the public works garage; Roll Call Vote Yes 5-0.

Review Draft Charter for BPW Building Committee

After review, *Eddie moved, seconded by Steve, to approve the BPW Building Committee Charter as presented; Roll Call Vote Yes 5-0.*

Discuss Seeking Members for BPW Building Committee

The Board decided to follow the normal course of action and post that any interested candidates can email the Board their qualifications and interest for consideration by Friday, April 16th. The Board will notice their intent to appoint members at the next meeting. **Tad** said he has received a draft of the contract from North Branch Construction which he shared with Primex, our insurer. He said he also shared it with **Cindy Lacroix** of the Finance Committee and will also have legal counsel review it. **Tad** asked, once he receives all feedback, would the Board consider a special meeting to review and approve the contract in the interest of time. The Board agreed.

Review and Approve 2021-2024 Police Union Contract

Moved to the next meeting agenda.

Mail Folder

The Board reviewed the mail folder.

*Minutes
Selectboard
Monday, April 5, 2021
Page 4*

Next Meeting Agenda

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

- Forestry truck sale to Fire Association
- Review and approve Investment Policy
- Discuss energy audit of town buildings
- Review Selectboard Task List
- Review and select SRLD Representative
- Ambulance Chief Jeffrey Stewart to discuss BAS reporting
- Letter to state legislators re petition warrant article about redistricting
- Thank you letters to last year's committee members

7:38pm Drew moved, seconded by Eddie, to go into non-public session per RSA 91-A:3 II (c) reputation, and (l) legal, other matters may be discussed, and to immediately upon coming out of non-public session, seal the minutes and adjourn the meeting; Roll Call Vote Yes 5-0.

8:50pm meeting adjourned.

Minutes submitted by Sharon Sturtevant.

Drew Kellner

Eddie Arnold

Brendan Denehy

Dana Ketchen

Steve Russo