



**TOWN OF  
BROOKLINE, NEW HAMPSHIRE  
SELECTBOARD**

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*Minutes  
Selectboard  
Monday, April 8, 2019*

Selectboard members present: Brendan Denehy, Eddie Arnold, Valerie Ogden, Ron Olsen and Drew Kellner along with Town Administrator Tad Putney.  
Also present: Ann Somers, Loring Webster, Mike Wenrich, Chief Jackson, Chief Quigley, Director Coffey, Roger Ogden, and Kevin Visnaskas.

6:30pm **Brendan** opened the meeting with the Pledge of Allegiance.

**Public Input**

**Brendan** announced the recent passing of longtime Brookline residents Rita Hall and Winston Hall who both resided on Mason Road. **Tad** announced several upcoming events: Household Hazardous Waste Collection on Saturday, April 20<sup>th</sup> from 8am-Noon at the Nashua DPW garage, Electronics Collection Day on Saturday, April 27<sup>th</sup> from 9-3 at the Transfer Station, Prescription-Take-Back at the Safety Complex from 10am-2pm also on April 27<sup>th</sup> as well as a Rabies Clinic behind the Fire Station from 9am-Noon.

**Approve Minutes**

*Eddie moved, seconded by Drew, to approve the minutes from the Monday, March 25<sup>th</sup> 2019 meeting as written; Voted Yes 5-0. Eddie moved, seconded by Ron, to approve three sets of non-public minutes from the Monday, March 25<sup>th</sup> 2019 meeting as written; Voted Yes 5-0. Eddie moved, seconded by Val, to approve the second set of non-public minutes from the Monday, March 11<sup>th</sup> 2019 meeting as amended; Voted Yes 4-0-1, Drew abstained.*

**Approve Warrants**

*The Board approved Accounts Payable Warrant #13 in the amount of \$1,261,847.38, Payroll Warrant #14 in the amount of \$57,119.43 and Police Detail Payroll in the amount of \$1,377.50.*

**Reappointments & Appointments**

*Drew moved, seconded by Eddie, for the Board to sign the re-appointment and appointment slips for the following positions:*

*Jay Chrystal as Full Member to the Conservation Commission – 3 Year Term*

*Tom Rogers as Full Member to the Conservation Commission – 3 Year Term*

*Eric Bernstein as Full Member to the Planning Board – 3 Year Term*

*Ron Pelletier as Full Member to the Planning Board – 3 Year Term*

*Minutes  
Selectboard  
Monday, April 8, 2019  
Page 2*

*Marcia Farwell as Full Member to the Zoning Board of Adjustment – 3 Year Term  
Yvonne Gutierrez as Member to the Recreation Commission – 2 Year Term  
Peter Keenan as Alternate Member to the Planning Board – 3 Year Term; Voted Yes 5-0.*

**Review Year to Date Expense Report**

**Tad** said at the end of March, we were 25% of the way through the calendar year and had spent 23% of the operating budget.

**Discuss Board Liaisons for Department Heads**

After a discussion, the Board agreed on the following department liaisons for the year: Ambulance – **Ron**; Public Works – **Eddie**; Police – **Val**; Fire – **Drew**. **Brendan** said he is happy to be an alternate whenever needed.

**Potential Purchase of Six-Wheeler**

Director of Public Works **Mike Wenrich** said he was expecting to spend \$50,000-\$70,000 for a used dump truck, but has found one for \$12,500. **Mike** said he went and looked at it with DNG Auto Mechanic **Danny Bent** and they both concluded that it is in good condition. He said it will need some work as well as a plow and sander. **Mike** estimated total costs for the truck, including work and the attachments, would be about \$30,000, well below what he was anticipating back at town meeting. ***Eddie moved, seconded by Drew, to allow funding of \$12,500 for the purchase of a 6-wheel dump truck from the Public Works Capital Reserve Fund; Voted Yes 5-0. Eddie moved, seconded by Drew, to allow funding of up to \$17,500 for work, a front plow and sander on the truck from the Public Works Capital Reserve Fund; Voted Yes 5-0.***

**Mail Folder Review**

The Board reviewed the mail folder.

**Review and Discuss Hoyle Tanner Invoice for the Bond Street Bridge Project**

***Drew moved, seconded by Eddie, to authorize the payment of \$13,239.68 to Hoyle Tanner for Invoice #0060593 from the Bond Street Bridge Capital Reserve Fund; Voted Yes 5-0.***

**Discuss Transfer Station Evaluation Committee Report**

After a brief discussion, ***Ron moved, seconded by Drew, to accept the 2018 Transfer Station Evaluation Committee report as written; Voted Yes 5-0.*** **Brendan** made note that **Mike Wenrich** will be in to discuss the report's recommendations at the May 6<sup>th</sup> Selectboard meeting.

**Discuss Request to Restore Involuntarily Merged Lots (Lot K-10)**

**Tad** said the Board received a request from **Jerry Farwell** to evaluate if Lot K-10 on Nissitissit Road had been involuntarily merged by the town. **Tad** said he has reached out to Town Counsel to conduct the needed research to address the inquiry and he expects an answer could be available for the May 6<sup>th</sup> Board meeting.

*Minutes  
Selectboard  
Monday, April 8, 2019  
Page 3*

**Chiefs Quigley and Jackson, Director Coffey re Safety Complex Second Floor**

**Chief Quigley** said in 2012 the police station addition was done through a committee. The end result was a police station with a plan to eventually finish the second floor. He said at seven years, we are now within the timeframe to build-out the second floor and we are maxed out for space in the current police department. He said on the second floor we would like four offices, a bathroom and a meeting/work room on the police side. He said he received one estimate for construction last fall, which was about \$195,000, including a required lift per the Americans with Disabilities Act. **Chief Jackson** and **Director Coffey** said they would like the ambulance/emergency management side finished at the same time to be more cost effective. **Chief Jackson** shared a drawing of the proposed renovations and noted a cost estimate of about \$108,000. It was agreed the Board would conduct a visit to the Safety Complex from 5-6pm before the April 22<sup>nd</sup> Selectboard meeting. **Brendan** asked for an overview of the plans and budgets from the police and ambulance by the end of the week.

**Chief Jackson re Purchase of New Ambulance**

**Chief Jackson** said three bids are required per the Purchasing Policy for the new ambulance and handed out bid specs for the Board's review. The Board gave **Chief Jackson** the go-ahead to finalize the bid specifications and put the package out to bid.

**Review Updated Mason Ambulance Mutual Aid Agreement and Annual Contract**

**Tad** said the Town of Mason requested to split the annual payment into four installments. He said he and **Chief Jackson** have revised the contract so that the first two installments are due upon execution of the contract given we are already through the first quarter of the year. He said the mutual aid agreement that is referenced in the annual contract had not been updated since 2003, so **Chief Jackson** has updated it and forwarded it to his counterpart in Mason for his review and signature. ***Eddie moved, seconded by Drew, to accept the contract as written; Voted Yes 5-0. The Board signed the annual contract.*** **Tad** said he will deliver the contract with the invoice to the Town of Mason tomorrow.

**Discuss Next Steps for Melendy Pond**

**Tad** said he has obtained the Melendy Pond files and will be going through them. He reviewed a list of next steps that he had drafted. **Tad** said the Melendy Pond Authority ran well for many years and asked if there should be a management committee delegated by the Board to manage Melendy Pond moving forward. **Eddie** suggested reaching out to the DPW for possible in-house demolition. **Tad** said he would. The Board agreed to appoint a Management Committee consisting of two Selectboard members (**Brendan Denehy** and **Eddie Arnold**) Town Administrator **Tad Putney**, one former MPA member and one non-tenant resident at large. **Eddie** suggested that it should be noted that the committee would have mandatory monthly meetings to set expectations for potential members. The Board will formalize the committee's charter on May 6<sup>th</sup>.

*Minutes  
Selectboard  
Monday, April 8, 2019  
Page 4*

*Eddie moved, seconded by Drew, to adjourn the meeting; Voted Yes 5-0.*

8:06pm meeting adjourned.

Minutes submitted by Sharon Sturtevant.

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Brendan Denehy

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Eddie Arnold

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Valerie Ogden

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Ron Olsen

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Drew Kellner