



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
SELECTBOARD**

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*Minutes
Selectboard
Monday, August 10, 2020*

Selectboard members present: Brendan Denehy, Eddie Arnold, Ron Olsen, Drew Kellner and Dana Ketchen along with Town Administrator Tad Putney.
Also present; Peter Webb, Patti Howard Barnett, Judy Cook, Lisa Markarian Proulx, Gary Proulx, and David Coffey (by phone).

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

Public Input

There was no public input.

Approve Minutes

Eddie moved, seconded by Drew, to approve the public minutes from the Monday, July 27th meeting as written; Voted Yes 5-0. Eddie moved, seconded by Drew, to approve seven sets of non-public minutes from the Monday, July 27th meeting as written; Voted Yes 5-0. Eddie moved, seconded by Drew, to approve the public minutes from the Monday, August 3rd meeting as written; Voted Yes 5-0. Eddie moved, seconded by Drew, to approve two sets of non-public minutes from the Monday, August 3rd meeting as written; Voted Yes 5-0.

Approve Warrants for Payment

The Board signed Accounts Payable Warrant #31 in the amount of \$1,443,455.72, Payroll Warrant #32 in the amount of \$63,057.34, and Police Detail in the amount of \$1,890.00.

Announce Delay of TAP-2 Sidewalk and Bridge Project

Tad said we were hoping to receive final plan approval from NHDOT and be able to proceed with construction this year, but we have received a letter identifying design concerns relative to bridge maintenance. He said further work is needed and this likely moves the bidding process to November for construction next summer. He noted we may get more favorable pricing with November bidding than we would now. **Tad** said this is frustrating as the bridge maintenance input should have been received in the preliminary design phase to avoid re-work of the final plans.

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Appointment to Wild and Scenic Stewardship Council

The Board signed the appointment slip for Tom Rogers to serve as Full Member of the Wild and Scenic Stewardship Council.

Review Year-to-Date Expenses

Tad said as of the end of July we were just over 58% of the way through the calendar year and had spent 52% of the budget. He added that Direct Assistance/Welfare spending in recent months has been trending more favorably. **Brendan** noted since the last update tax revenues have continued to come in.

Review COVID-19 Costs for Reimbursement

Tad said we currently are eligible for two reimbursement programs. He said FEMA provides 75% reimbursement for a narrow set of COVID-19 expenses. He said at this point, we have \$9,400 in expenses that qualify for this program. **Tad** said the second program involves GOFERR state reimbursement funds and is capped at \$126,347 for Brookline. He said the expenses incurred through August will be submitted by the deadline of September 15th. **Tad** noted eligible expenses for this program were recently expanded to include pay for emergency services personnel since March 1st and this will result in us maxing out our allocated reimbursement. He said we will continue to keep track of eligible costs in case additional funding becomes available.

Accept First Responder Stipends for COVID-19.

Dana moved, seconded by Drew, to accept \$60,828.67 from the State of New Hampshire for first responder stipends in May and June 2020; Voted Yes 5-0.

Update on Review of Transfer Station Hours

Tad said **Mike** told him he would like to collect more data concerning traffic counts at various times and come back to the Board with more accurate recommendations for any changes to the current Transfer Station hours.

Discuss Fall Elections with Election Officials

Peter reviewed with the Board some ideas to promote social distancing during the upcoming fall elections. There was also discussion of how voters without masks will vote. **Peter** outlined the suggested protocols and gym set-up he and **Patti** had discussed. The election officials and Board discussed several ideas and suggestions and will follow up further at the next Board meeting.

Propane Bids

Irving bid: \$1.211 per gallon

Ciardelli bid: \$1.349 per gallon

Rymes bid: \$1.199 per gallon

Drew moved, seconded by Eddie, to accept the Rymes bid of \$1.199 per gallon for the 2020-2021 heating season; Voted Yes 5-0.

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Replacement of Town Hall Generator

Tad said we received three bids to replace the generator at the Town Hall, two have recommended an upgrade to a 20KW generator from the undersized one we had. **Tad** recommended Generator Pro's bid of \$11,409, which includes some important extra work to be done, and still comes in at the lowest cost. **Tad** said the building inspector reviewed the bids and agrees with the recommendation. ***Drew moved, seconded by Eddie, to approve the contract with Generator Pro for the replacement of the Town Hall generator and necessary repairs for \$11,409 to come out of the Facilities Maintenance Capital Reserve Fund; Voted Yes 5-0.***

Potential Repairs to Safety Complex Walkway

Tad said we have \$7,500 in the budget to repair cracks in some concrete slabs at the main entrance to the Safety Complex. He said we received two bids and there was outreach to a third firm, but no response. He said the lowest bid was for \$8,175 for the replacement of 12 slabs. **Tad** cautioned that we don't know the cause of the cracks, so the final cost could be a bit higher. ***Eddie moved, seconded by Drew, to accept the estimate from Val's Concrete and Masonry for \$8,175; Voted Yes 5-0. Drew moved to approve up to \$10,175 for the Safety Complex sidewalk remediation project; \$7,500 to come out of the operating budget and the remainder to come out of the Facilities Maintenance Capital Reserve Fund; Voted Yes 5-0.***

Primary Election Coverage Schedule

Completion of the schedule was deferred to the next meeting.

Committee Updates

Brendan updated the Board on the Solar Committee.

Drew updated the Board on the BudCom Study Committee.

Eddie updated the Board on the DPW Building Committee.

Review Mail Folder

The Board reviewed the mail folder.

Next Meeting Agenda

The following agenda items were set for the next meeting:

- Further election discussion
- Interim update from DPW Building Committee
- Energy audit update
- Submission of 10-Year Plan projects
- Review upcoming Selectboard meeting schedule
- HealthTrust options for health insurance

8:11pm ***Brendan moved, seconded by Eddie, to go into non-public session per RSA 91-A:3 II (c) reputation; Roll Call Vote Yes 5-0.***

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A motion was made, and seconded, to come out of non-public session and seal the minutes; Roll Call Vote Yes 5-0.

9:13pm meeting adjourned.

Minutes submitted by Sharon Sturtevant.

Brendan Denehy

Eddie Arnold

Ron Olsen

Drew Kellner

Dana Ketchen