



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
SELECTBOARD**

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*Minutes
Selectboard
Monday, August 26, 2019*

Selectboard members present: Brendan Denehy, Eddie Arnold, Ron Olsen, Drew Kellner and Steve Russo along with Town Administrator Tad Putney.

Also present: Ann Somers and Mike Wenrich.

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

Brendan announced the passing of longtime resident **Hazel Corey** who taught kindergarten at her house on Main Street and was the voice of the Fire Department manning the radios for many years.

Public Input

There was no public input.

Approve Minutes

Eddie moved, seconded by Ron, to approve the minutes of the Monday, August 12, 2019 meeting as written; Voted Yes 5-0. Eddie moved, seconded by Drew, to approve six sets of non-public minutes of the Monday, August 12, 2019 meeting as written; Voted Yes 5-0.

Sign Warrants for Payment

The Board signed Accounts Payable Warrant #33 in the amount of \$109,729.73, 250th Anniversary Warrant #17 in the amount of \$8,608.97, Payroll Warrant #34 in the amount of \$56,398.58, and Police Detail in the amount of \$1,075.

Accept Resignation of Linda Chomiak as Finance Committee Member

Drew moved, seconded by Eddie, to accept the resignation of Linda Chomiak as Finance Committee Member; Voted Yes 5-0.

Accept Resignation of Steve Russo from Finance Committee and EDC

Eddie moved, seconded by Drew, to accept the resignation of Steve Russo as Finance Committee Member and Economic Development Committee Member; Voted Yes 5-0.

Appoint Ann Webb as Cemetery Trustee

The Board signed the appointment slip for Ann Webb as Cemetery Trustee.

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Discuss Authorizing Chief Corey to Issue Fire Permits for Melendy Pond

Tad said **Charlie** came to him last week and asked the Selectboard to authorize him to issue fire permits on Lot B-55 (Melendy Pond) as it is town-owned land. **Drew moved, seconded by Eddie, for the Board to sign the letter authorizing Chief Corey to issue fire permits on Lot B-55, known as the Melendy Pond property; Voted Yes 5-0.**

Discuss Construction Bond for Marjorie and Eastman Drives

Tad referenced a letter from the Planning Board recommending a Performance Guarantee in the amount of \$316,926 (\$205,195 for Marjorie Drive and \$111,731 for Eastman Drive) based on the construction bond estimates from Town Engineer Dennis LaBombard. **Ron moved, seconded by Drew, to accept the Performance Bond in the amount of \$316,926 to be put in place prior to the issuance of any building permits; Voted Yes 5-0.**

Review Revenues and Costs for Chapel and Brusch Hall

Tad said it has been a few years since we looked at revenues and expenses for the Chapel and Brusch Hall. He said in reviewing 2017, 2018 and year-to-date 2019 figures, the Chapel has revenues exceeding expenses by \$6,600 and Brusch Hall has expenses exceeding revenues of \$8,800. **Tad** noted the \$2,200 difference happens to approximate the amount the town paid toward the renovations of Brusch Hall that were recently spearheaded by the Women's Club.

Review Investment Policy

Tad said the auditors ask that the Board review the town's investment policy annually. After reviewing the policy, **Steve** pointed out two typos to correct. **Drew** asked if the auditors review the policy as well and **Tad** confirmed they do. **Eddie moved, seconded by Drew, to accept the investment policy as amended; Voted Yes 5-0.**

Review Anti-Fraud Policy

Tad said the policy needs some practical updates such as Board member changes, etc. **Drew** asked if the auditors review this policy as well. **Tad** said the auditors review all of our policies. **Steve moved, seconded by Drew, to accept the Anti-Fraud Policy as amended; Voted Yes 5-0.**

Mike Wenrich re Periodic Update and DPW Building Discussion

DPW Paving Plan - **Mike** said the paving plan should all get done this year. He said chip sealing will be happening on September 6th on Hobart Hill, Louis Drive, and Pope Road and has been posted on the town website and Facebook page. He said the Rideout Road project pricing will work as planned, as well as the paving of the backside of Old Milford Road and West Hill Road.

Transfer Station – **Mike** said he has plans to build a third bunker near the construction debris for the collection of metal. He said it will provide a safer and more cost-effective approach as it won't require an outside vendor to come

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in with an excavator to load the metal in roll-offs. **Mike** noted this will also leave room in the current metal area for better organization of tires, freon items, propane tanks and make for improved visibility across the entire area for attendants. He said he is working on possibly accepting electronics year around. He will be recommending construction debris price increases soon in order to adjust to increasing costs.

Public Works Building – **Mike** said he should have engineering of the site started by the end of the week. The work will provide a solid estimate for the site work costs related to a DPW garage at the Transfer Station. The committee has a 140'x 60' floor plan drawn up and we have Requests for Qualifications out for construction management companies. **Brendan** said next time we meet let's look at some conceptual ideas for the building, including potentially phased expansion of it.

250th Parade – **Mike** said there are various clean-up/spruce-up tasks planned for the center of town during the week before the parade.

Public Works 6-Wheeler – **Mike** said he continues to work on rehabilitating the 6-wheeler and estimates around \$50,000-\$70,000 will be needed for the final upfitting. He said it will result in a significant savings for the town over a new truck and it should be in service this winter.

Other Business

Fire Horn – **Brendan** said the Fire Department is aware that the fire horn is louder than in the past and they have cut the number of times it goes off in half. **Brendan** said other towns with volunteers still use a horn. **Drew** said it also serves the purpose of alerting people to get out of the way of emergency vehicles. **Brendan** said the Fire Department is also working on its personnel policy.

Melendy Pond Leases – **Brendan** asked if the Board wants to review and sign each new lease or authorize the chair to sign on behalf of the Board. ***Drew moved, seconded by Ron, to authorize the Selectboard Chair to review and sign the Melendy Pond leases as they are renewed; Voted Yes 5-0.***

Review Mail Folder

The Board reviewed the mail folder.

Review Next Meeting Agenda Items

Discuss Capital Improvements Plan with Planning Board and Finance Committee
Approve Road Closings for 250th Parade
Review updated estimate to renovate ambulance side of Safety Complex 2nd floor

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

Brendan moved, seconded by Eddie, to come out of non-public session and seal the minutes; Roll Call Vote; Yes 5-0.

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

7:44pm meeting adjourned.

Minutes submitted by Sharon Sturtevant.

Brendan Denehy

Eddie Arnold

Ron Olsen

Drew Kellner

Steve Russo