



**TOWN OF  
BROOKLINE, NEW HAMPSHIRE  
SELECTBOARD**

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*Minutes  
Selectboard  
Monday, February 22, 2021*

Selectboard members present via Zoom: Brendan Denehy, Eddie Arnold, Ron Olsen, Drew Kellner, and Dana Ketchen along with Town Administrator Tad Putney. Also present: Peter Webb.

**6:30pm Brendan** 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 are participating remotely due to COVID-19.

**Public Input**

None.

**Approve Minutes**

*Eddie moved, seconded by Drew, to approve the public minutes from the Monday, February 8<sup>th</sup> meeting as written; Roll Call Vote Yes 5-0. Eddie moved, seconded by Drew, to approve four sets of non-public minutes from the Monday, February 8<sup>th</sup> meeting, and two sets of non-public minutes from the Monday, February 16<sup>th</sup> meeting as written; Roll Call Vote Yes 5-0.*

**Approve Warrants for Payment**

*Eddie moved, seconded by Drew, to approve Accounts Payable Warrant #7 in the amount of \$130,255.18, Payroll Warrant #8 in the amount of \$67,587.85 and Police Detail in the amount of \$577.50; Roll Call Vote Yes 5-0.*

**Announce Candidate Forum**

**Tad** said **Peter Webb** will be holding a Candidate Forum on Tuesday, March 2<sup>nd</sup> at 7pm via Zoom. He said it will also be broadcast on channel 192 and available for streaming.

**Authorize Signature of Hood Road Wetlands Permit**

*Dana moved, seconded by Eddie, to authorize Brendan to sign the Hood Road Wetlands Permit Application; Roll Call Vote Yes 5-0. Tad* said a check in the amount of \$1,009.60 for the application fee was included in tonight's warrant.

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**Review and Sign Town Meeting Warrant and MS636**

**Brendan** said approval of the town meeting warrant and MS636 need to be approved by the Board and posted two weeks prior to town meeting. He said we have a two-part meeting beginning on March 9<sup>th</sup>, but over the weekend we received a petition warrant article from Pete D’Agostino, who said the Board has the authority to suspend the two-week rule due to the COVID emergency orders from the Governor. **Brendan** said we have operated under the emergency orders for the general operation of the town, to keep the government running, and to address issues related specifically to the pandemic. He said he does not want to use the emergency order to suspend rules to allow the late submission of a petition warrant article. After much discussion, **Drew** said allowing this tonight poses little risk. **Ron** said there is no time. **Dana** said if we rush this, we may set a precedent for the future with unintended consequences. She said the NHMA advice is clear this should not be allowed. **Eddie** said he agrees with **Drew**. **Tad** said RSA 39:5 requires we post the warrant for town meeting no later than today. **Brendan moved, seconded by Dana, to approve the 2021 town warrant as written; Roll Call Vote Yes 3-2, Eddie and Drew Voted No. Ron moved, seconded by Eddie, to approve the MS-636 as presented; Roll Call Vote Yes 5-0.**

**Update on Annual Town Meeting**

**Brendan** announced the business portion of town meeting will be held at CSDA on Saturday, March 27<sup>th</sup> beginning at 10am. He said the intention is to have the doors open to an area outside to allow for social distancing at the meeting.

**7:00pm Bond Hearing for Public Works Facility**

**Brendan** opened the hearing and **Tad** read the following warrant article: *“To see if the town will vote to raise and appropriate the sum of \$2.7 million (gross budget) for the purpose of constructing a public works facility adjacent to the Transfer Station located at 38 North Mason Road (Lot C-12) and to authorize the issuance of not more than \$2.7 million of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the appropriation of an additional \$20,000 for said construction, said amount to be received from interest on bond proceeds and to authorize the Selectboard to issue and negotiate such bonds or notes and to determine the rate of interest thereon. The sum to be bonded and repaid over 20 years is to include site development, construction, and any items incidental to and/or necessary for said construction, architectural fees, professional service fees, original equipping and furnishing and cost of sale of bonds. (60% ballot vote required). 5-0 (recommended by the Selectboard); 3-0 (recommended by the Finance Committee)”*.

**Eddie** walked through a prepared PowerPoint presentation then opened the meeting up for questions from the public. **Mike Kimball** of 15 Shady Rock Road asked for details on the interior and salt storage. **Eddie** said the salt is currently stored at the Transfer Station and the sand is stored separately at CL Farwell Construction on Route 13, which doesn’t allow us to mix the materials together when needed. **Mike** said the biggest problem that we have is we can only store 2 loads of salt at a time. **Tad** said the proposed salt/sand shed will save us money over time since we currently rent a sand shed and a backhoe and those costs will go away and break-even in about 10 years, at which time we will still be salting and sanding. **Eddie** said the radiant floor heating is

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expensive to install up front, but it saves a lot of money over time and is a much more efficient system. **Maria Beches** of 39 Pepperell Road asked if the town owns lot C-12, what is the total acreage, and were there no sites along Route 13 suitable for a public works site that didn't need to be logged. **Tad** said lot C-12 is 40 acres in size and the town already owns it, so there is no cost to acquire the land. **Mike** said the employees at the Transfer Station have no restroom or breakroom facilities, so having it right next door makes it very efficient for them and North Mason Road is very accessible to the town. **Maria** asked how residents on North Mason Road feel about this. **Eddie** said they were invited to attend a Zoom meeting to walk through the presentation, but no one attended. **Drew** said by using C-12, the town already owns it whereas if we purchased another property, we would be removing it from the tax base and losing revenue. **Mike Kimball** said there was no mention of forecasting the future staff for the DPW. **Mike** said he is looking at adding one person per year if the equipment is acquired as planned and previous studies have shown a 4-5 employee department is suitable for our town. **Tad** asked if North Branch could advise on material price increases. **Roland** said material has gone up 15% across the board, with no downward trend. He said they are holding their price. **Mike Kimball** asked what has been spent to date on this project. **Tad** said \$31,200 in 2019 and \$8,300 in 2020. **Mike** asked if the Board was holding a vote tonight or does this go to town meeting. **Eddie** said this meeting is required for the bond, but the vote on the project will be at town meeting. **Patti Smith** of Cleveland Hill Road asked if the Selectboard supports this project. All Board members answered yes. The Finance Committee said they are all in favor as well. **Patti** said if the building is built, is there a way to be more conscience about solar. **Eddie** said we looked at the site for roof mounted and ground mounted solar and ended up chartering a solar and energy committee to look at all town buildings. **Brendan** said the site hopefully will allow for ground mounted solar in the future. **Ann Somers** said the fact that all Board members are in favor of the project now, it seems like the right thing to do. **Drew** said a year ago we had a similar discussion, we had plans drawn up, but we voted to defer the project, so we would have more time to bring a more fleshed out warrant article forward. **Eddie** said the DPW Building Committee has Zoom meetings planned on March 11<sup>th</sup> and March 25<sup>th</sup> at 7pm. **7:43pm Brendan** closed the hearing.

**Building Energy Audit**

**Keith McBrien** from Energy Efficient Investments (EEI) said the energy audit involves getting input and gathering information from users of the town buildings. He said they will review records from the past 3 years of energy usage, conduct a physical walkthrough of buildings, give ideas and then get feedback. **Keith** said the initial start can begin in about 3 weeks but no construction/replacements would occur until 2022. **Brendan** said at our next meeting we will decide to move forward or not. **Keith** said there is no contract for the audit; we have been vetted through the school system.

**Review Year-to-Date Expenses**

**Tad** said as of the end of January we have spent 8% of the operating budget which includes some substantial bond payments. **Brendan** noted we are not seeing large payments to subcontractors for plowing. **Drew** said as we add to internal operations, we drop off subcontractors on the expense warrant.

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**Review Election Day Schedule**

The Board confirmed their availability.

**Notice to Appoint**

*Ron moved, seconded by Drew, for the Board to give notice to appoint Eddie Arnold to the SRLD at the next meeting; Roll Call Vote Yes 5-0.*

**Review Non-Public Minutes for Unsealing**

*Eddie moved, seconded by Drew, to unseal the following non-public minutes: February 13, 2020 Set #3, February 24, 2020 Set #5, March 9, 2020 Set #4, April 20, 2020 Set #4, May 4, 2020 Sets #3 & #4, May 21, 2020 Set #1, June 1, 2020 Set #4, June 3, 2020 Set #2, June 29, 2020 Sets #6 & #8, July 13, 2020 Set #3, July 27, 2020 Set #6, August 24, 2020 Set #1, August 31, 2020 Sets #1, #2 & #6, September 21, 2020 Set #6, October 5, 2020 Sets #3, #4 & #6, October 19, 2020 Sets #2 & #5, November 2, 2020 Set #4, November 16, 2020 Sets #2 & #7, November 30, 2020 Set #5, January 4, 2021 Set #1, January 5, 2021 Set #1, January 11, 2021 Sets #4 & #5 and January 13, 2021 Set #1; Roll Call Vote Yes 5-0.*

**Review Mail Folder**

The board reviewed the mail folder.

**Next Meeting Agenda**

The board agreed on the following agenda items:

- Discuss pending legislation with state legislators
- Discuss building energy audits
- Discuss in-person Selectboard meetings

*Brendan moved, seconded by Eddie, to go into non-public session per RSA 91-A:3 II (c) reputation and potentially discuss other matters, and immediately upon coming out of non-public session, to seal the minutes and adjourn; Roll Call Vote Yes 5-0.*

8:58pm meeting adjourned. Minutes submitted by Sharon Sturtevant.

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Brendan Denehy

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Eddie Arnold

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Ron Olsen

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Drew Kellner

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Dana Ketchen