



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
SELECTBOARD**

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*Minutes
Selectboard
Monday, July 11, 2022*

Selectboard members present: Eddie Arnold, Brendan Denehy, Steve Russo, and Ed Perry along with Town Administrator Scott Butcher. Also present: Michele Decoteau and Steve Sacherski.

6:31pm Eddie opened the meeting with the Pledge of Allegiance and read the ground rules for hybrid meetings.

Public Input

Brendan thanked all the groups and people who participated in the Fourth of July celebration. **Eddie** said it was a great success.

Approve Minutes

Brendan moved, seconded by Steve, to approve the public minutes from the Monday, June 27th meeting as written; Voted Yes 4-0. Brendan moved, seconded by Steve, to approve sets 1-6 and of the non-public minutes from the Monday, June 27th meeting as written; Voted Yes 4-0.

Sign Warrants for Payment

Steve moved, seconded by Brendan, to approve Accounts Payable Warrant #27 in the amount of \$2,595,599.85, Payroll Warrant #28 in the amount of \$83,826.12, and Police Detail in the amount of \$1,181.26; Voted Yes 4-0. Scott said there was a check written for \$8,489.99 that was a duplicate payment to the State of NH ARM Division for a fee due on the Bond Street Bridge Project. He said we believe the engineering firm Dubois & King paid the state and billed us back at some point, but not realizing that we paid it as well and the state sent the check back. **Eddie** said the check has been voided on the June 27th expense warrant reducing the final total to **\$55,823.92**.

Review Year-to-Date Expenses

Scott said as of the end of June we were within budget with the usual one-time hitters paid at 100% upfront, Executive OT over by 4% as previously discussed, and Revaluation showing 60% spent due to payment sequencing. **Scott** said General Assistance is at 71% spent. **Eddie** said that has been trending up. **Sharon** said we are adjusting that by paying from the Neighbors Helping Neighbors Donation Fund instead of Direct Assistance until it catches up in the year.

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Approve Payment of \$14,056.50 from Public Works Revolving Fund

Steve moved, seconded by Ed, to approve payment of invoices totaling \$14,056.50 from the Public Works Revolving Fund; Voted Yes 4-0.

Approve and Sign Documents for Conservation Commission Land Acquisition

Brendan moved, seconded by Ed, to approve the purchase of the conveyed premises pursuant to NH RSA 36-A:4 property being tax map D Lot 62; Voted Yes 4-0.

Update on Pierce Pond Dam and Grant Opportunity

Scott said he spoke with two engineering firms SLR Engineering and GHD Engineering to consult on proposal preparation for the state grant dam program that both companies are familiar with. He said SLR estimated the cost for the consulting could be \$2,000 - \$3000 to assess the scope of work and cost to modify the dam or remove it completely. **Scott** said GHD wanted to wait to visit the dam before estimating the cost of consulting. He said both companies are confident they can get us to where we need to be for the grant proposal. He said it is a tight timeline as it is due July 29th, and he wants to provide the state with as much information as possible. **Eddie** said we have a line item of \$20,000 in the budget under Highways, Streets and Bridges for Pierce Pond Dam Engineering, so that could cover the consulting costs. In the interest of time, *Brendan moved, seconded by Steve, to authorize Eddie to choose between the two company bids to consult on the proposal for the state grant dam program, not to exceed \$5,000; Voted Yes 4-0.*

After-the-Fact Building Permits/Certificate of Occupancy Steve Sacherski

Scott said he and **Steve S** had a conversation with **Chris Drescher** this afternoon about searching for other avenues since the affidavit inspection route works well with normal situations on newer properties but for older properties it's not a workable solution. **Scott** said if **Steve S** doesn't feel comfortable issuing an after-the-fact building permit or CO the town could send a letter of non-compliance and leave it at that, there is no practical way to enforce compliance other than deconstruction. He said people may be required to do something when they try to refinance or sell the property if banks are not agreeable to finance without a CO. **Steve R** said that is a good compromise. **Steve S** said the after-the-fact building permit is already in the code book, so it is enforceable for uncomplicated situations.

Discuss Structural Analysis of Town Buildings

Defer to next meeting.

Update on Town Hall Heating/Cooling Systems

Brendan said the Energy Committee was not able to collect all of the information it needed in time for a proposal at tonight's meeting, so we will need to defer this until the next meeting. **Scott** said we had a breakdown with the AC system downstairs last week and while Kevin from Absolute Mechanical Systems was able to temporarily repair it, it is only a matter of time before it fails. **Scott** said Kevin could not stress enough the poor condition of the current system.

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Review Mail Folder

The Board reviewed the mail folder.

7:00pm Open Public Hearing to Accept Locality Equipment Matching Funds

Eddie read the notice of Public Hearing Per RSA 31:95-b to accept and spend the Locality Equipment Matching Funds (GOFFER) in the amount of \$50,000. There were no comments from the public or the Board. 7:01pm Close Public Hearing. *Steve moved, seconded by Ed, to accept and spend the Locality Equipment Matching Funds (GOFFER); Voted Yes 4-0.*

Discuss Rechartering of Open Government Working Group

Scott said he spoke with former OGWOG member **Jill Ketchen** who said she is not interested in being a member again but would offer her assistance if needed. **Eddie** said former members reported they felt the committee was too large. **Brendan** said he would support a narrower focus and smaller committee. **Scott** will prepare a draft charter for the next meeting focused on the website, e-alerts, and a five member board.

Well Water Survey Results

Defer until next meeting.

Review Political Sign Policy

The Board discussed the hill side by the Transfer Station to allow for the display of political signs. **Brendan** suggested a sign be posted there saying “*The Town of Brookline does not endorse candidates.*” *Ed moved, seconded by Eddie, to amend prohibition of political signs on town property to include the exception of the hill side by the Transfer Station on a trial basis; Voted Yes 3-0-1, Brendan abstained.*

Michele said she received a query from the SAU asking where they could display help wanted signs on town property in Brookline. **Eddie** suggested the triangle on Main Street, Transfer Station, Safety Complex and Library, but keep Town Hall lawn clear. The Board agreed.

Board/Committee Updates

Eddie updated the Board on SRLD activity.

Eddie said we received word back from the NH Municipal Bond Bank regarding using left over bond funds from the PW building to either pay down debt service or buy capital equipment for the building and the answer is we can use the left over bond funds to pay down debt service, so that is an option we can evaluate once **Mike** comes to us with the proposed purchases.

Ed moved, seconded by Brendan, for Eddie to sign bank documents naming Deborah Johnson-Hawks as Trustee of Trust Funds and removing Clarence Farwell; Voted Yes 4-0. Brendan said we need to send a letter of thanks to Clarence from the Board.

Review Next Agenda

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

Well Water Survey Results

Structural Engineering Assessments

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Energy Committee Matrix
Draft OGWOG Charter
Sign Amended Political Signs Policy

7:31pm Eddie moved, seconded by Brendan, to go into non-public session per RSA 91-A:3 II (c)reputation and (l)legal and potentially others; Roll Call Vote Yes 4-0.

8:50pm Eddie moved, second by Brendan, to come out of non-public session and seal the minutes; Roll Call Vote Yes 4-0.

8:50pm meeting adjourned.

Minutes submitted by Sharon Sturtevant.

Eddie Arnold

Brendan Denehy

Steve Russo

Ed Perry