



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
SELECTBOARD**

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*Minutes
Selectboard
Monday, June 15, 2020*

Selectboard members via Zoom video conference: Brendan Denehy, Eddie Arnold, Ron Olsen, Drew Kellner, and Dana Ketchen along with Town Administrator Tad Putney. Also present: Emergency Management Director David Coffey and Rui Loura.

6:34pm Brendan opened the meeting with the Pledge of Allegiance. He said we are meeting electronically under Executive Order 2020-04 and Emergency Meeting Orders #12 and #23, which allow for remote meetings. The Board members all stated they were social distancing, some with others present in their homes, but not in the room.

Public Input

Eddie said the state is opening-up regarding permits for parades and there are some residents who are interested in pursuing one for July 4th. **Tad** said if it is pursued, he advises the group let Chief Quigley know as soon as possible. **Rui** said the state needs the town's approval before issuing a parade permit and asked if the Board can hold an off-cycle meeting to review a formal request, if needed. **Brendan** said yes, but the Board would want to see the parade route, schedule, and plan for social distancing. **Brendan** announced the Lions Club has asked the Selectboard to judge their Fourth of July House Decorating Contest. He said the Lions Club will send pictures of the contestants to the Board for judging.

Approve Minutes

Ron moved, seconded by Eddie, to approve the public minutes from the Monday, June 1, 2020 and Wednesday, June 3, 2020 meetings as written; Roll Call Vote; Yes 5-0. Ron moved, seconded by Drew, to approve the non-public minutes from the Monday, June 1, 2020 and Wednesday, June 3, 2020 meetings as written; Voted Yes 4-0-1, Eddie abstained.

Approve Warrants for Payment

Eddie moved, seconded by Ron, to approve Warrant #23 in the amount of \$217,811.68, Payroll #24 in the amount of \$60,333.64 and Police Detail in the amount of \$656.25; Roll Call Vote Yes 5-0.

Announce On-Line Payments for Vehicle Registrations, Taxes and Dog Licenses

Tad said the Town Clerk/Tax Collector's office is now accepting on-line payments for property taxes, renewals for vehicle registrations and dog licenses. He said residents will still have to come to the Town Hall for new vehicle registrations.

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COVID-19 Update and Discussion of Town Operations

David said we are seeing a statewide decline in COVID-19 hospitalizations, positive tests, and deaths. He said the governor has rescinded the stay-at-home order and released the limits for public gatherings, but masks and safe distancing are still encouraged. **David** said he was able to obtain some additional PPE for emergency services, so supplies are in good shape.

Reopening of Town Facilities

Tad said today's lifting of the stay-at-home order and allowing groups over 10 people to gather provides us with the opportunity to re-open town facilities with restrictions. **Tad** reviewed the recommended approach to opening the Town Hall, Fire Station, Safety Complex, Chapel and Brusch Hall:

- Buildings will be open to the public beginning Thursday, June 18th.
- Employees will be reminded not to come to work if they are feeling sick and must be fever-free for 72 hours before returning to work.
- Each day employees will take their temperature upon arrival to work to ensure their temperature is under 100 degrees.
- Common touch surfaces like door handles, counters, and copiers will be disinfected with wipes at the mid-point and end of each day.
- Pens used by residents will be single use and disinfected at the end of each day.
- Lower-level Town Hall visitors will be asked to enter at one door and exit at another to minimize passing in the narrow hallways and tape will be placed on the floor to keep waiting parties separated by six feet. Signs will be posted at exterior doors asking visitors to wear a mask, remain six feet apart, move through building efficiently, and not to enter at all if not feeling well.
- Fire and Police Departments will not require visitors to wear masks due to greater space and limited use.
- Allow Souhegan Karate Club to begin using the upstairs of the Town Hall as of June 18th, so long as they follow the state guidelines for "gyms" (six feet spacing and 50% capacity for our building).
- Allow for return of public meetings in the meeting room or upstairs, but with masks required for audience members if they are not able to be six feet apart (except Planning Board Zoom meeting already scheduled for this Thursday).
- Allow for the use of the Fire Station and Safety Complex meeting rooms at 40% capacity and with signage about social distancing and that visitors are not to enter if sick.
- Discontinue Wednesday Transfer Station hours for seniors after June 17th.
- Reinstate collection of Transfer Station fees as of June 18th.
- Allow use of Brusch Hall and Chapel, but at 40% capacity and signage for social distancing and masks. The Board agreed if Cornerstone Bible Church members adhere to the six-foot rule then they do not have to wear masks for the service.

Tad said there have been concerns about non-residents at the Grove and in the parking lot. He said the Grove opens this weekend and staff will be checking memberships.

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The Board discussed ideas for how to handle the Grove parking in the future. **Brendan** said we can revisit this topic at the July 27th meeting.

Year-to-Date Expenses and Revenues

Tad said through the end of May we were just under 42% of the way through the year and had spent 32% of the operating budget. He said “Personnel Administration”, at 31% of the budget spent, would be higher, but it does not include the May HealthTrust invoice (health and dental benefits), which was missed when they transitioned to online invoicing. **Tad** said “Highways, Streets and Bridges” was at 22% of the year’s budget and added we have seen the cost of street lighting drop significantly since the conversion to LEDs. **Tad** said “Sanitation” is at 42% largely due to the additional hours on Wednesdays for seniors. He said “Welfare” is at 61% largely due to reimbursable COVID-19 expenses. **Tad** said on the revenue side we have received more than he expected at this point in the year. He said the state informed us that the Meals and Rooms Tax is expected to be paid in full this year and the Highway Block Grant will be about 7 or 8% less than we were anticipating – an impact of about \$11,000. **Tad** noted we have received 100% payment for both the May and June emergency responder stipends from the state.

Open Bids for Ford Taurus Sedan

Tad said we received four bids for the Ford Taurus and read them as follows:

1. **Alexis Michaud** – no address given - \$1,200.
2. **John Rogers** of 25 Ben Farnsworth Road, Brookline - \$2,200.
3. **Kyle Smith** of 1427 Hurricane Hill Rd, Mason - \$805.
4. **Yousef Dabbagh** of 2438 Fen View Circle, Island Lake, IL - \$1,368.

Eddie moved, seconded by Dana, to accept the bid for the Ford Taurus Sedan from John Rogers for \$2,200; Roll Call Vote Yes 5-0.

Review Letter of Support for RTP Grant Work on Hobart-Fessenden Trails

The Board reviewed the letter of support for the Conservation Commission’s Recreational Trails Program (RTP) grant application for upgrades to Hobart-Fessenden Woods. *Eddie moved, seconded by Dana, to approve the letter of support addressed to the NH Bureau of Trails as written; Roll Call Vote Yes 5-0.*

Review Selectboard Project/Task Timelines for 2020-2021

The Board reviewed the schedule of projects and tasks for the balance of the term. **Brendan** said we should start thinking about the September and November elections and set aside some time to plan for what we may need to adjust for concerning public health.

Phased Opening for Library

Tad said starting today the Library will provide curbside service, but the building will remain closed to the public. He referred people to the Brookline Library website for further information.

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Review Solar Committee Charter

The Board reviewed the Solar Committee Charter drafted by **Tad**, which includes one Finance Committee member, one Selectboard member, two At-Large Residents and adding one Brookline School District member as suggested by **Brendan**. **Eddie moved, seconded by Ron, to approve the Solar Committee Charter as amended; Roll Call Vote 4-1, Dana Voted No.**

Dana moved for Eddie to serve as Selectboard representative on the Solar Committee, there was no second. Eddie moved, seconded by Drew, for Brendan to serve as Selectboard representative on the Solar Committee; Roll Call Vote Yes 5-0.

Discuss Potential Noise Ordinance

In response to noise complaints, **Brendan** said he had asked what the town has in place regarding them. **Tad** said while we sympathize with the complaints, Brookline does not have a noise ordinance and RSA 644:2 already provides police with a means to stop unreasonable noises for “disorderly conduct”. He said the RSA states that a person is guilty of disorderly conduct if they are making loud and “unreasonable” noises in a public place, or private place which can be heard in a public place or disturb persons with “average sensibilities”. **Tad** said some municipalities, but a limited number, have adopted noise ordinances such as Nashua and Portsmouth. He noted other towns, including Milford, have looked at creating a noise ordinance and opted not to due to noise thresholds being hard to define without expensive equipment. **Tad** said he thinks there is an opportunity here for good old-fashioned communication between neighbors to address concerns and if that fails, the police have the means to address it. **Dana** said she feels if we are going to be discussing this at the Board level, someone needs to own it, put it in a written complaint and include what they have already tried to do to resolve the issue. **Eddie** said he thinks this discussion is valid, but he doesn’t think a noise ordinance is necessary and agrees with **Tad** about good old-fashioned communication. **Drew** said this complaint seems to have gotten ahead of itself, online anyway, with comments like “go back to Massachusetts if you don’t like it this way”. He said he would like to see people take a step back and have a little trust in their government and have a little trust in their neighbors without it turning into something more. **Brendan** said he wanted to have this discussion because he personally has experienced issues with loud motorcycles driving by his house and people down on the lake screaming obscenities near small children. He said we now know there is some recourse for excessive noise disturbances. The Board chose not to move forward with a noise ordinance.

Appoint Board Members to Capital Improvements Committee/Union Negotiations

Tad said since the Board members have a full plate right now, he is happy to serve on the Capital Improvements Committee in their place. **Dana moved, seconded by Drew, for the Town Administrator to represent the Selectboard on the Capital Improvements Committee; Voted Yes 5-0.** **Drew** and **Dana** offered their assistance if needed. **Brendan moved, seconded by Eddie, for Ron and Drew to serve as Police Union Negotiators on behalf of the Selectboard; Voted Yes 5-0.**

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Update from Souhegan Regional Landfill District

Eddie updated the Board on the last SRLD meeting.

Update re DPW Building Committee

Eddie said the DPW Building Committee met last week and conducted a site walk at the proposed site next to the Transfer Station. He said they have switched to bi-weekly meetings while waiting on the Guaranteed Maximum Price (GMP) from North Branch.

Review Mail Folder

The Board reviewed the mail folder.

Agenda Items for Next Meeting

Transfer Station fees and potential opening of Still Good Table - Mike

Cable channel purchase of Castus equipment - Tad

Kecy Road parking area and turn-around - Drew

BudComm Study Committee update - Drew

Review 2020 budget items (items to “move forward on” or “defer”)

Review of 2020 unexpected expenses and savings to date

8:08pm ***Brendan moved, seconded by Eddie, to go into non-public session per RSA 91-A:3 II (c) reputation; Board may discuss additional non-public topics, and upon coming out of non-public session and sealing the minutes, the Board will immediately adjourn; Roll Call Vote Yes 5-0.***

8:38pm meeting adjourned.

Minutes submitted by Sharon Sturtevant.

Brendan Denehy

Eddie Arnold

Ron Olsen

Drew Kellner

Dana Ketchen