



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
SELECTBOARD**

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*Minutes
Selectboard
Monday, June 29, 2020*

Selectboard members present: Brendan Denehy, Eddie Arnold, Ron Olsen, Drew Kellner, and Dana Ketchen along with Town Administrator Tad Putney.
Also present: Karl and Michelle Dowling, Bill Hamel, Mike Wenrich and Bill Quigley.

6:31pm Brendan opened the meeting with the Pledge of Allegiance.

Public Input

None.

Approve Minutes

Eddie moved, seconded by Drew, to approve the public minutes from the Monday June 15th meeting as written; Voted Yes 5-0. Eddie moved, seconded by Drew, to approve the non-public minutes from the Monday June 15th meeting as written; Voted Yes 4-0-1, Dana abstained. Eddie moved, seconded by Drew to approve the non-public minutes from the Wednesday May 18th meeting as written; Voted Yes 5-0. Eddie moved, seconded by Drew, to approve the non-public minutes from the Thursday May 21st meeting as written; Voted Yes 5-0. Eddie moved, seconded by Drew, to approve the 6th set of non-public minutes from the Monday May 4th meeting as amended; Voted Yes 5-0. Eddie moved, seconded by Drew, to approve the non-public minutes from the Thursday May 28th meeting as written; Voted Yes 5-0.

Warrants

The Board approved expense warrant #25 in the amount of \$360,504.38, payroll warrant #26 in the amount of \$61,390.10, police detail in the amount of \$3,832.50, and emergency responder stipends for June in the amount of \$33,964.38.

Posting of Deputy Town Clerk/Tax Collector

Tad said that **Patti** has posted the opening for the position of Deputy Town Clerk/Tax Collector. He said the deadline for submitting an employment application and resume is Monday, July 6th.

Performance Guarantee for Common Drive – Lot G-39

Tad said at the last Planning Board meeting the Board recommended to the Selectboard that they accept a Performance Guarantee in the amount of \$12,000 for the paving of the common drive. *Eddie moved, seconded by Drew, to approve a Performance*

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Guarantee in the amount of \$12,000 for the paving of the common drive; Voted Yes 5-0.

Appointment to Solar Committee

Drew moved, seconded by **Eddie**, to appoint **Jacob Solon** and **Joel Shacklee** as the two at-large residents to the committee. **Ron** suggested adding two more voting members to the committee and allowing all four to serve on it. **Drew** withdrew his motion. **Ron moved, seconded by Drew, to amend the committee charter to have four at-large residents; Voted Yes 5-0.** **Dana moved, seconded by Eddie, to appoint Jacob Solon, Patty Smith, Joel Shaklee and Maria Bechis as at-large residents to the Solar Committee; Voted Yes 5-0.** **Tad** said the SAU Business Administrator will be the committee representative for the Brookline School District.

Review Year to Date Savings and Unexpected Expenses

Tad said that year to date savings against the budget total just over \$70,000 and the unanticipated expenses are just over \$30,000. He noted that some of the expenses will be reimbursed through COVID-19 funding. He noted an exterior window is needed for the Administrative Assistant's office at the police station due to ongoing ventilation issues. There was no objection from the Board members.

Discussion of Vehicles Speeds and Traffic on Townsend Hill Road

Chief Quigley said over a year ago **Karl Dowling** raised concerns about speeding vehicles and truck traffic on Townsend Hill Road. He said the slope and design of the road result in speeds well above the 25 MPH speed limit. He said there have been directed radar patrols every day, but speed concerns continue. **Karl** said that the Nashua Regional Planning Commission conducted a speed study and found a significant percentage of vehicles are going over 40 MPH in both directions. He said 20% of the traffic is large commercial trucks and the road has 800 vehicles a day. **Dana** asked if anyone else from the area had raised concerns. **Bill Hamel** said he also lives on Townsend Hill Road and he shares **Karl's** concern for the speeds and safety of pedestrians. **Chief Quigley** said we have exhausted our efforts short of adding temporary speed bumps to slow traffic. **Bill Hamel** said he would be fine with temporary speed bumps on the road. **Chief Quigley** said we would need to have two speed bumps – one just below CSDA and one near Ten Rod Road in order to effectively moderate speeds. **Dana** asked about the cost of the speed bumps. **Tad** said up to \$4,000, including needed signage to warn drivers. **Tad** said he spoke with the bus company about speed tables or speed bumps and they would favor the more gradual tables, but the speed bumps would be okay so long as they are removed from November 1 to April 1. He said the busses have issues stopping on a hill in icy conditions, so the bumps would need to be removed in the winter. **Eddie moved, seconded by Drew, to purchase 4 speed bumps plus signs at a cost of up to \$4,000; Voted Yes 4-1, Dana voted no.** **Tad** suggesting he send a letter to residents of Townsend Hill Road, Captain Douglass Drive and Blueberry Lane to advise them of the Board's plans to place temporary speed bumps on Townsend Hill Road. The Board agreed.

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Reconsider Having an Officer at the Polls

Chief Quigley said he would like the Board to revisit their decision not to have a police officer stationed at the voting polls for elections. He said the Secretary of State advises that an officer be present. He said this is going to be a contentious election and there will be no one present with conflict resolution skills. **Chief Quigley** said he does not need the Board's approval to have an officer present, but he does need their approval to pay the overtime to do so. **Tad** said he reached out to **Patti** (Town Clerk) who said she was in favor of having an officer present at the polls and **Peter** (Town Moderator) who said an officer would always be welcome though it has not been necessary in the past. **Dana moved, seconded by Eddie, to have an officer present at the polls going forward regardless of whether school is in session; Voted Yes 5-0.** **Chief Quigley** said the Brookline Chapter of Racial Justice wants to come in and interview him on Thursday at 1:00pm. He said he would like to have a Board member attend and **Eddie** said he can be there.

Transfer Station Fees and Operations

Mike reviewed with the Board his proposed revised fee schedule which doubles the fees for some items to cover construction debris costs and eliminates some other fees. He said he plans to streamline the Transfer Station even further to improve the flow of traffic and open things up so attendants can see things better. **Eddie moved, seconded by Drew, to accept the revised Transfer Station fee schedule; Voted Yes 5-0.** **Mike** said the still good table is not open yet but, when it does, we will be moving it out of the congested area it has been in and over near the old metal pile. He said the attendants do not have the time to manage the still good table, so he would like to be relying solely on volunteers to manage it. **Mike** said we will be moving away from the special Electronics Days and will soon start to accept electronics on a continual basis and with fees for disposal.

Potential Modifications to Kecy Road

Drew said the Conservation Commission owns a large parcel of property near the end of Kecy Road and is interested in having a few parking spaces put in with a turn-around that would also benefit emergency vehicles and plows. **Drew** said he met with **Nick Sorenson** who lives at the end of the road and, if the turn-around is successful, they discussed pursuing the discontinuance of the end of the road, which is effectively their driveway, and swapping that area for a small parcel along Kecy Road that currently is owned by **Nick**.

Review of Project Spending and Castus Media Server Purchase

Tad reviewed the list of projects deferred and planned for the balance of the year. He asked the Board for approval to move forward with the purchase of a Castus media server and by-pass the 3-bid purchasing policy rule because Access AV has exclusive rights to sell them in New England and will provide valuable, local service. The Board agreed to by-pass the rule. **Eddie moved, seconded by Ron, to approve the purchase of a Castus media server with the use of Cable Access Funds (no tax dollars).** **Eddie** asked that the Board move forward with the purchase of one speed feedback sign out of this year's budget. Following more discussion. **Eddie moved, seconded by Drew, to purchase one speed feedback sign; Voted Yes 4-1, Ron voting no.**

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Cornerstone Lease

Tad said that **Pastor Thomas** had signed the annual lease for the Chapel and Brusch Hall with the same terms as last year. *Eddie moved, seconded by Drew, to authorize Brendan to sign the rental agreement with Pastor Damon Thomas DBA Cornerstone Bible Church; Voted Yes 5-0.*

BudCom

Drew provided the Board with an update on the BudCom Study Committee's work. He said they were playing some catch-up after a late start, but had made solid progress, including collecting data on comparable towns and schools. He expects they will complete their work on schedule.

EOC Relocation Bids

The Board opened two bids:

- Paxor Construction (Merrimack, NH): \$27,538.10
- BWK Construction (Littleton, MA): \$47,500

It was agreed that **David** and **Tad** will review the bids and have a recommended contractor for Board approval at the next meeting.

Approve Engineering Payment from Bond Street Bridge Capital Reserve

Eddie moved, seconded by Drew, for the Board to sign the letter requesting the Trustees of the Trust Funds make timely payment of Hoyle Tanner Invoice #13 in the amount of \$16,378.36 from the Bond Street Bridge Capital Reserve Fund; Voted Yes 5-0.

Melendy Pond Lease Addendum

Brendan said the Melendy Pond Management Committee met with the son of a leaseholder recently. He said the leaseholder passed away and, based on the terms of the lease, the lease can be assumed by the son who had been given the structure. **Dana** asked if we had proof that the son was who he said he is. **Tad** said yes. *Drew moved, seconded by Eddie, to authorize Brendan to sign the "Addendum to Lease" for lot 2/2A on Melendy Pond; Voted Yes 5-0.*

Review mail folder

The Board reviewed the mail folder.

Next Meeting Agenda

It was agreed that items for the next agenda would include:

- First discussion of Capital Improvements Plan
- Mike's recommendation on which paving company we use this year based on the bids that were opened earlier today
- Recommendation for contractor to complete EOC relocation
- Discuss process for determining agenda topics

8:12pm Brendan moved, seconded by Eddie, to go into non-public session per RSA 91-A:3 II (c) reputation, (e) legal; Board may discuss additional non-public topics,

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and upon coming out of non-public session and sealing the minutes the Board will immediately adjourn; Roll Call Vote Yes 5-0.

8:45pm meeting adjourned.

Minutes submitted by Sharon Sturtevant.

Brendan Denehy

Eddie Arnold

Ron Olsen

Drew Kellner

Dana Ketchen