



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
SELECTBOARD**

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*Minutes
Selectboard
Saturday, March 14, 2020*

Selectboard members present: Brendan Denehy, Eddie Arnold, Ron Olsen and Dana Ketchen along with Town Administrator Tad Putney and Emergency Management Director David Coffey.

Brendan called the meeting to order at 9:00am and led the Pledge of Allegiance.

Brendan noted this is an emergency meeting following the governor's declaration of a state of emergency at 5pm yesterday related to COVID-19. (See attachment).

Brendan asked **David** for an update. **David** said the SAU has announced they are going to on-line learning and are closed for two weeks. He said given the governor's declaration yesterday, he wanted to get together with the Selectboard before the next scheduled meeting. There are currently seven positive cases of COVID-19 in New Hampshire and the state is confident they have identified the individuals' contacts, but expect the number to climb. There have been no confirmed deaths in the state. **David** said the impact could still be minor in the state, but it could change quickly.

David suggested checking on the following infrastructure-related items in the next few days: propane and fuel oil levels for buildings, check-in with phone and internet companies serving the town to confirm continuity of service. He said the state has heard from towns about concerns regarding expiring vehicle registrations and they are working on guidance.

David said he has been in contact with each of the emergency services departments on a daily basis. It was agreed that **David** would check with each department head to get their average weekly use of fuel and **Brendan** suggested then reaching out to a local gas station to see about holding a fuel reserve for the use of emergency services.

David said the state has not provided any indication of prohibiting public gatherings, though they are discouraging large groups. He will check with the library to see what their plans are for operations. **Ron** asked about the two-week school closure period for the schools. **David** said that is the same duration as the apparent incubation period.

David said he would contact the two daycares in town to check on their plans for operation.

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Eddie said the Souhegan Regional Landfill District will be meeting on Tuesday evening to discuss ongoing transfer station operations at the four member towns. He said that **Dennis Slocomb** would be there to discuss contingencies should his trucking capabilities become limited. **Eddie** said he and several other residents have certifications to work at the Transfer Station, so they could fill-in, if needed. He said that yesterday the decision was made to close the “Still Good” table temporarily to reduce the risk of spreading the virus and keep traffic flowing through the facility.

Dana said at her work they are regularly cleaning all hard surfaces. **Eddie** suggested doing so throughout the day. It was decided **Tad** will come up with a plan for regular cleaning in the buildings during workdays.

It was decided that **Tad** will contact each department head to identify items that residents can do on-line rather than coming into town offices. A communication will be prepared to go out to the community with the information. **Dana** said she wanted to review it before the communication goes out to the community. **Brendan** asked **Tad** to draft the communication. **Tad** asked about timing. It was agreed a brief communication will be sent out today and it will advise of a more substantial communication to follow of Monday afternoon.

Brendan asked if **David** had been in contact with his counterparts in Massachusetts given their proximity. He said no, but he will.

Brendan suggested that we include in our communication the closure of the “Still Good” table and the rationale for it.

Brendan said he would like to bring the Library into our conversations and suggested we could move their patron computers to the meeting room for public use.

Dana asked if **David** had any recommendations beyond what we are doing at this point. He said no. **Dana** asked if there are any specific triggers that elevate the situation to the next level. He said a “community outbreak” when people who have not travelled are getting sick and overwhelm the healthcare system.

Tad said that the town’s restaurants must be feeling a reduction in business and he said he could reach out to them to say if they move to do more carryout or delivery service, we are here to partner with them. The Board said for **Tad** to pursue outreach.

Brendan said at some point we will need to pivot to a longer-term view of dealing with the situation. He said this will involve continuing operations and providing the town’s younger citizens with a sense of stability. He said we may want to reach out to the Recreation Commission about coordination on potential activities. He suggested at our next regular meeting we should look at both our historic costs AND revenues on a monthly basis, so we can manage spending accordingly.

David said that on yesterday’s conference call there was a question in the event emergency responders are required to quarantine following a call, would they receive

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workers compensation coverage from Primex. Officials said clarification was being sought on this question.

David said the state Emergency Operations Center is currently open from 7am to 7pm and residents can call 2-1-1 if they have COVID-19 related questions.

The Board broadly agreed on the items to include in the town-wide communication and suggested residents also be directed to the town website, town Facebook groups, and Channel 192 for more information. It was agreed that **David** would also send out a CodeRed message on Monday afternoon. **Brendan** asked **Tad** to also send the communication to the Nashua Telegraph

10:00am meeting adjourned.

Minutes submitted by Tad Putney.

Brendan Denehy

Eddie Arnold

Ron Olsen

Dana Ketchen