



**TOWN OF  
BROOKLINE, NEW HAMPSHIRE  
SELECTBOARD**

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*Minutes  
Selectboard  
Monday, March 7, 2022*

Selectboard members present: Drew Kellner, Eddie Arnold, Brendan Denehy, Dana Ketchen, and Steve Russo along with Town Administrator Tad Putney.  
Also present: Graham Loff.

**6:30pm Drew** opened the meeting with the Pledge of Allegiance and reviewed the rules for hybrid meetings.

**Public Input**

**Drew** said 2021 town reports are now available at the Town Hall, the Post Office, the Library, and at CSDA during “All-Day Voting” tomorrow.

**Approve Minutes**

**Dana moved, seconded by Eddie, to approve the public minutes from the Tuesday, February 22<sup>nd</sup> meeting as written; Voted Yes 5-0. Dana moved, seconded by Eddie, to approve 10 sets of non-public minutes from the Tuesday, February 22<sup>nd</sup> meeting as written; Voted Yes 5-0.**

**Sign Warrants for Payment**

**Eddie** said his employer is one of the invoices on the warrant tonight and he wants to make it clear that there is no financial gain for him concerning the public works department purchases as another employee at his company handles the town’s account.  
**Eddie moved, seconded by Dana, to approve Accounts Payable Warrant #9 in the amount of \$1,031,732.42, Payroll Warrant #10 in the amount of \$68,241.94, and Police Detail in the amount of \$498.75; Voted Yes 5-0.**

**Reappointments**

**Dana moved, seconded by Brendan, to reappoint Tamara Sorell as Representative to the Nashua Regional Planning Commission until March 31<sup>st</sup>, 2025; Voted Yes 5-0. Brendan moved, seconded by Steve, to reappoint Kristen Austin as Deputy Treasurer until March 31<sup>st</sup>, 2023; Voted Yes 5-0.**

**Notice to Appoint and Reappoint**

**Drew** said, as recommended by the ZBA, the Selectboard gives notice to appoint, at the next meeting, **Dan Marcek** as a Full Member to the ZBA with a term expiring March 2023 and to reappoint **Marcia Farwell** as a Full Member and **Dave Partridge** as an Alternate Member to the ZBA with terms expiring March 2025.

*Minutes  
Selectboard  
Monday, March 7, 2022  
Page 2*

**Review Year-to-Date Expenses**

**Tad** said through the end of February we were just under 17% of the way through the year and had spent 16% of the operating budget. He pointed out that Welfare is at 36% of the year's budget spent, but the Welfare Officer does not feel there is a need to adjust the budget.

**Consider Lifting Mask Guidance and Requirement**

**Drew** referred to a memo from **Tad**, based on recent guidance from the state, recommending the Selectboard vote to end the requirement that unvaccinated individuals wear masks at meetings and to remove the signage on town buildings stating: "masks recommended inside this building for all unvaccinated individuals". **Dana moved, seconded by Eddie, to follow the state guidelines and end the requirement of masks in meetings and to take down signs recommending masks in buildings. Voted Yes 5-0.**

**Consider Adjusting Speed Limit on Dirt Section of Averill Rd from 20 to 25 MPH**

**Dana moved, seconded by Eddie, to increase the speed limit on the dirt portion of Averill Road from 20 to 25mph consistent with the RSA stating a minimum speed limit of 25 MPH; Voted Yes 5-0.**

**Update on TAP Sidewalk and Pedestrian Bridge Project**

**Tad** said we have received final comments from NHDOT on the construction plans and they have asked that the updates simply be incorporated into final bid documents. He said we are pushing to advertise for bidders as soon as possible. **Tad** said a final hurdle for construction this year is the approval of additional funding at annual town meeting. He said the additional funding relates to a change in the type of bridge, so it is longer lasting, and because it will be longer due to the request that it be set back further from the adjacent vehicular bridge. NHDOT has advised that if the additional funding is not approved, the scope of the project could be reduced to one bridge, but if the total project is not completed in 10 years NHDOT will ask that the 80% funded for engineering costs be paid back.

**Approve New Ambulance Chief Job Description**

**Eddie moved, seconded by Steve, to approve the updated job description for the Ambulance Chief position; Voted Yes 5-0.**

**Update on Public Works Facility**

**Tad** said we are awaiting the hook up of the propane lines to the building generator and the complete installation of the fire pump for the cistern/sprinkler system. He said by the third week in March, we are expecting to have a complete building.

**Discuss and Finalize Changes to the 2022 Operating Budget**

**Drew** said there are adjustments that have been recommended since the setting of the budget. He said they are mainly due to increasing fuel prices, snow removal, and adjustments to the library's budget. **Tad** said the four adjusted categories are; **1. Elections**, a reduction of \$1,500 for a tent not being needed at town meeting;

*Minutes  
Selectboard  
Monday, March 7, 2022  
Page 3*

**2. Highways - Snow and Ice Management**, an increase of \$60,000 (or \$40,000 if a 3<sup>rd</sup> employee is approved); **3. Library**, increase to \$313,078 as discussed at the last Board meeting; **4. Police, Ambulance, Fire, and Public Works Fuel Expense** increase of \$26,400. After some discussion, the Board agreed on the changes to the budget except the library, where they still need questions answered in non-public session later tonight.

**Finalize Speakers for Town Meeting Warrant Articles**

The Board finalized the assignment of town meeting warrant article speakers.

**Review Mail Folder**

The Board reviewed the mail folder.

**Review Next Meeting Agenda**

Election of Selectboard Chair and Vice Chair

Committee appointments

Finalize Personnel Plan

Review of proposed increases to building permit fees – Steve Sacherski

Update on well water discussion

*7:16pm Drew moved, seconded by Eddie, to go into non-public session per RSA 91-A:3 II (c) reputation and (l) legal; potentially others; Roll Call Vote Yes 5-0.*

*7:48pm Drew moved, seconded by Dana, to come out of non-public session and seal the minutes; Roll Call Vote Yes 5-0.*

*Drew moved, seconded by Brendan, to adjust the operating budget to \$5,969,338 in alignment with the recommended changes discussed tonight; Voted Yes 4-1, Dana voting no.*

7:51pm meeting adjourned.

Minutes submitted by Sharon Sturtevant.

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Drew Kellner

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Eddie Arnold

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Brendan Denehy

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Dana Ketchen

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Steve Russo