



**TOWN OF  
BROOKLINE, NEW HAMPSHIRE  
SELECTBOARD**

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*Minutes  
Selectboard  
Monday, May 3, 2021*

Selectboard members present via Zoom video conference: Drew Kellner, Eddie Arnold, Brendan Denehy, Dana Ketchen and Steve Russo along with Town Administrator Tad Putney. Also present: Yvonne Gutierrez and Peter D'Agostino.

**6:30pm Drew** opened the meeting with the Pledge of Allegiance and said we are meeting under Executive Order #2020-04 and Emergency Meeting Orders #12 and #23, which allow for remote meetings. Selectboard members all stated where they were and that they are participating remotely due to COVID-19.

**Public Input**

**Tad** advised people that land clearing will begin on Wednesday for the new DPW facility adjacent to the Transfer Station. He also announced a COVID-19 Vaccination Clinic taking place at the Safety Complex on Friday from 9am-4pm. He said online pre-registration is required and as soon as we have that information, we will post it on the town website and community Facebook page. **Eddie** said this year they are changing the national suicide hotline number to 3 digits which is another New Hampshire town's prefix, so people will have to start dialing the area code and number to dial a phone number in New Hampshire. He said he believes the official change will happen in the fall of 2021. **Eddie** thanked everyone who participated in "Town Clean-Up Week".

**Approve Minutes**

*Eddie moved, seconded by Dana, to approve the public minutes from the Monday, April 19<sup>th</sup> meeting as written; Roll Call Vote Yes 5-0. Eddie moved, seconded by Dana, to approve the public minutes from the Thursday, April 22<sup>nd</sup> meeting as written; Roll Call Vote Yes 5-0. Dana moved, seconded by Steve, to approve 6 sets of non-public minutes from the Monday, April 19<sup>th</sup> meeting as written: Roll Call Vote Yes 4-0-1, Eddie abstained.*

**Sign Warrants for Payment**

*Eddie moved, seconded by Brendan, to approve Accounts Payable Warrant #17 in the amount of \$863,627.04, Payroll Warrant #18 in the amount of \$63,638.91, and Police Detail in the amount of \$840.00; Roll Call Vote Yes 5-0.*

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**Appointments**

**Planning Board - Eddie moved, seconded by Steve, to appoint Dennis Bechis and Scott Grenier as Alternate Members to the Planning Board; Roll Call Vote Yes 5-0.**

**Souhegan Regional Landfill District - Dana moved, seconded by Eddie, to appoint Dennis Comeau as Representative to the Souhegan Regional Landfill District; Roll Call Vote Yes 5-0.**

**Public Works Building Committee - Eddie moved, seconded by Steve, to appoint Todd Croteau as At-Large Member to the Public Works Building Committee; Roll Call Vote Yes 5-0.**

**Melendy Pond Management Committee – Dana moved, seconded by Eddie, to appoint Tom Solon, Susan Holroyd, and Randy Haight to the Melendy Pond Management Committee; Roll Call Vote Yes 5-0.**

**Review and Approve Documentation for Police Cruiser Lease**

**Eddie moved, seconded by Steve, to authorize Drew to sign the 3-Year Lease/Purchase Agreement with Municipal Leasing Credit Corporation for a new Ford Interceptor SUV (three annual payments of \$19,124); Roll Call Vote Yes 5-0.**

**Review Addendum to Lease (Melendy Pond Lot 7) for Approval**

**Eddie moved, seconded by Brendan, to authorize Drew to sign the “Addendum to Lease” for Melendy Pond Lot #7, between the Lessee, Aaron Crandlemere, and the Lessor, Town of Brookline; Roll Call Vote Yes 5-0.**

**Littering Discussion**

**Dana** asked that this be deferred to the next meeting agenda.

**Discuss Objectives and Scope of Potential Social Media Policy**

**Drew** said increasingly people are turning to social media for national and local news, and employees and volunteers that serve on various boards and committees are also on those same platforms. He said perhaps we need to provide guidance for employees and volunteers to keep in mind when they are using those platforms. He said they have the potential to relay information to the public that needs to be handled delicately. **Drew** said others have expressed similar concerns to him and he wanted to get the view of the Selectboard and see what other towns are doing. **Eddie** said he knows of two other departments in Brookline that have social media policies. **Eddie** said we need to keep in mind there are freedom of speech laws in NH for government sites. **Brendan** said if there is enough interest maybe a draft could be put together for review.

**Venu Rao re Electric School Bus Initiative**

**Venu Rao** discussed a feasibility study to convert diesel fuel buses to electric power. He said the study was inspired by a 1988 study that concluded exhaust fumes produced by diesel fuel buses were worse on the inside of the buses than on the outside. **Venu** reviewed the cost savings and environmental and health benefits from such a conversion.

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**Mike Wenrich re Periodic Update on Department**

**Mike** said he will be presenting his paving plan in the near future and this year he will be focusing on overdue guardrail repairs, addressing frost heave locations and documenting culverts. **Dana** said she would like to see more communication between the state and the town concerning “state roads”. **Eddie** expressed particular concern about the condition of Mason Road. **Tad** suggested starting with the state engineer. **Drew** agreed and said a letter from the Board would be a more formal request for communication. **Mike** said, concerning repairs to the latest six-wheel truck, he is just waiting on some vendors and should have the proposed costs soon.

**Discuss Use of “BPW” or “DPW” for Public Works Department**

After some discussion, *Brendan moved, seconded by Steve, to name the department “Brookline Public Works” (BPW); Roll Call Vote Yes 4-1, Dana voted no.*

**Yvonne Gutierrez re Grove Parking Restrictions**

**Tad** said based on its authority, and because of increasing concerns and complaints about parking at the Grove, the Recreation Commission has removed trees and is pursuing re-grading the parking lot to increase parking capacity. He said they voted to restrict parking to “town residents only” from May 15<sup>th</sup> through September 15<sup>th</sup> and in the coming weeks will be making placards available to town residents who can prove residency. He said a seasonal membership to the Grove will not be required for a parking placard. **Tad** said it is important for police to be able to enforce these restrictions, so the Selectboard needs to set fines for them. **Tad** suggested a potential fine of \$25 between May 15<sup>th</sup> and September 15<sup>th</sup> if parking without proper display of the parking placard. **Tad** said Police Chief Quigley supports this recommended fine structure. **Tad** said one particular concern is parking on Potanipo Hill Road. He suggested posting a “no parking zone” in the area, but advised that the Board may want to hold a public hearing and it could happen at our June 1<sup>st</sup> Selectboard meeting. **Yvonne** reviewed the placard system. **Eddie** suggested changing the placard color every year. **Tad** suggested every 2-3 years due to the cost. **Yvonne** said the changes they have made in the Grove parking lot have increased parking by about 12 spaces. *Dana moved, seconded by Eddie, to impose a fine of \$25 for parking in the Grove parking lot between May 15<sup>th</sup> and September 15<sup>th</sup> without proper display of a Grove parking placard; Brendan moved, seconded by Dana, to amend the motion to include any misuse of the parking placard will result in a \$100 fine; Roll Call Vote on Amendment Yes 5-0, Roll Call Vote on Entire Motion Yes 5-0*

**Pete D’Agostino re Discussion About Open Government (committee or initiative)**

**Pete** reviewed a letter he sent to the Selectboard last week discussing the “open government initiative” and suggesting ways to improve it through technology (some of which the town already has in place). **Pete** said this is about getting the public involved and engaged in their government. He said technology can serve two purposes. It gets the information to the residents and there is also accountability on the residents to gain access to the information. **Pete** said Brookline is doing a pretty good job, but there are always ways to do better. **Tad** said it would be best to have any suggestions that involve costs be identified by the end of August, so they can be included in next year’s

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budgeting process. **Pete** reviewed the website of a town in Massachusetts. **Drew** asked if the Board wants to move forward with a smaller working group or form a committee. **Dana** said she thought it should be more informal. **Tad** said he could post on the town website to see if there is interest. **Drew** said he wants to be careful when using the term “open government” and be clear it means we are seeking residents to assist in the process of improving the dissemination of information of the town’s activities to the general public. **Tad** said he will post to the website and interested people can contact him and he will share with the Board at the next meeting.

**Other Business – Bond Anticipation Note**

**Tad** said we have received, through the help of the NH Bond Bank, two different bids for the bond anticipation note that will provide interim financing for the public works construction project until mid-August when the actual bond proceeds will be available. He said one bid was from TD Bank to finance the \$1.06 million dollars, at an interest rate of 0.95%. He said the other bid from Northway Bank to finance \$1.06 million dollars was at an interest rate of 0.55%. ***Dana moved, seconded by Eddie, to accept the bid from Northway Bank for the bond anticipation note for the BPW facility; Roll Call Vote Yes 5-0.***

**Mail Folder**

The Board reviewed the mail folder.

**8:28pm *Drew moved, seconded by Eddie, to go into non-public session per RSA 91-A:3 II (c) reputation and (e) legal, other matters may be discussed, and immediately upon coming out of non-public session, to seal the minutes and adjourn the meeting; Roll Call Vote Yes 5-0.***

9:49pm 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