



TOWN OF
BROOKLINE, NEW HAMPSHIRE

BOARD of SELECTMEN

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Minutes
Board of Selectmen
Monday, July 25, 2011

Selectmen Tad Putney, Clarence Farwell, Jack Flanagan, Darrell Philpot and Karl Dowling were present.

Present were Judy Cook, Dennis Skey, Helen Ballou and Hattie Bernstein.

The meeting opened with the Pledge of Allegiance.

Roads

Dennis submitted questions about highway department invoices. **Tad** said the selectmen will look into it. He said the selectmen aren't looking at the bills.

Townsend Hill Rd

Karl said the street crossing sign on Townsend Hill Road has been hit. **Clarence** said Jerry has another one for the start of school.

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Jack moved, seconded by Clarence to approve the 2 sets of non public session minutes of July 18th. Voted yes 5-0.

Clarence moved, seconded by Jack to approve the public session minutes of July 18th. Voted yes 5-0.

Warrant

Approved a warrant in the amount of \$1,505,804.95 and payroll in the amount of \$41,703.10.

Cross Rd/Pepperell Rd (Rte. 130)

Tad brought up the letter we sent to Pam Mitchell at the DOT in January regarding short term and long term safety concerns at the Cross Rd/Pepperell Rd (Rte. 130) intersection.

Short term recommendations were to improve the signage for westbound traffic on Route 130 approaching the intersection by adding two signs: "Dangerous Intersection" and "Use Directional Signals".

Long term recommendation was to evaluate making Cross Road a one-way road (eastbound) so traffic can not cut across Route 130 at this poor line-of-sight intersection. Instead, have traffic continue down Route 130 and then take a left turn onto South Main Street. This would require reconfiguring the Route 130/South Main Street intersection into more of a 90-degree turn for the benefit of larger vehicles that would make the turn.

Clarence said he would like the DOT to review installing a blinking yellow light at the intersection. As Pam Mitchell has retired since January, it was agreed Tad will draft a letter to Pam's replacement for review next Monday.

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Police

Jack moved, seconded by Clarence to authorize Tad to sign Form "E" for the NH Police Standards & Training Council regarding prior training & certification of Chief Quigley. Voted yes 5-0.

EECBG

Karl moved, seconded by Clarence to authorize Tad to sign Agreement Form #7 Request for Payment #2 as the lighting project is complete. Voted yes 5-0; Jack abstained.

10 Year - Charter Cable Franchise Agreement

Tad asked whether the selectmen wanted a cable attorney to review the Agreement. The Agreement was reviewed by Dot Grover, Director of Cable Services for the Town of Londonderry. Our cable committee members Alan Rosenberg and Chris St. George feel no changes are necessary. **Darrell** said we should go for more than the 3% in franchise fees. **Karl** said he's concerned with how they calculate the 3% fees. **Jack** said they're the only game in town. **Judy Cook** said that's not true. She recently changed to Direct TV and DSL with Fair Point and her bill is much lower. **Dennis Skey** said DSL is not as fast as broadband. **Judy** said she's had no problems. **Darrell** said he would talk to Rosie and Chris.

Audit

Sheryl Pratt and Mike Campo of Plodzick and Sanderson were present to review the 2010 audit.

Sheryl said the best opinion they can give a town or city is an unqualified opinion. She said of the 35 towns they audit, there are only 6 towns that get an unqualified opinion and Brookline is one of the 6. Sheryl went through the balance sheet and significant points of the audit. The unreserved fund balance is \$915,414 as of December 31, 2010. **Mike** said the only significant deficiency is policies which is very common in towns our size due to the size of the staff. He said we need anti fraud, credit cards, accounting policies and procedures, and disaster recovery policies. Mike noted three areas involving internal controls: 1. Journal Entry Approval Documentation (which is being addressed); 2. Trust Funds – Investment Policy (the trustees need to adopt the investments policy annually); and 3. Departmental Receipts – Timely Deposits (under Chief Quigley, deposits are now being made to Rena weekly).

Sheryl said she would check on policy templates that we could use.

Later in the evening, *Darrell moved, seconded by Karl to authorize Tad to sign the representation letter for the auditors. Voted yes 5-0.*

Planning Board

Tad noted that the planning board recommends that Judy Cook be appointed as an Alternate on the planning board until March 31, 2013. The selectmen will address the appointment next Monday.

Sawtelle Road

Tad mentioned an email Valerie received from Mike Dreyer with questions about who is responsible for the care and finish coat of pavement for Sawtelle Road and Bennett Road, placing the property bounds and whether the planning board is going to require a review of any plan for future development of lot H-75. **Tad** said we could tell him we are looking at alternatives and talking to town counsel. **Darrell** suggested a letter but Clarence suggested a phone call since we don't have all the answers. It was noted there is an auction scheduled for August 4th for lot H-75. Depending on the results of the auction, we may have some answers to the questions. **Karl** suggested a call and that we may have more answers by August 15th.

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Boston Post Cane

Clarence said the Historical Society will be honoring our oldest resident with the Boston Post Cane Pin next Monday.

Monius Property – H-42

Clarence said Randy Haight of Meridian Land Services did a survey of the Monius property. There are 16.5 acres, 11.8 acres is dry land. Clarence explained that we paid the Monius' \$30,000 for an option to buy the property which expires December 31, 2012. **Jack** said we need to get 2 appraisals. **Judy** said it's the only large piece of land to create a town center. **Clarence** suggested we ask Randy to determine the number of buildable lots in the parcel. All agreed. **Judy** asked if the Monius' would agree to extend the option. We don't know whether that is a possibility. Realtors Marcia Farwell and Laura Flanagan will be asked for appraisals of the property.

Conservation Commission

Jack said he was approached on whether the town is doing any management of trees on town land. **Tad** said the Conservation Commission is working on it with Craig Birch.

Non Public Session

Tad moved, seconded by Clarence to go into non public session under RSA 91-A: 2, (a) (collective bargaining) and 91-A: 3, II, (a) (dismissal, promotion, compensation or the investigation of any charges). Voted yes 5-0.

On returning to public session, *Tad moved, seconded by Clarence to seal the minutes. Voted yes 5-0.*

Gen. Business

Meeting adjourned at 9:45 pm.

Minutes submitted by Rena Duncklee.

Tad Putney

Clarence L. Farwell

Jack B. Flanagan

Darrell Philpot

Karl D. Dowling