



TOWN OF
BROOKLINE, NEW HAMPSHIRE

BOARD of SELECTMEN

P.O. BOX 360 – 1 Main Street
BROOKLINE, NH 03033-0360

Selectmen@brookline.nh.us <http://www.brookline.nh.us>

Telephone (603) 673-8855
Fax (603) 673-8136

Minutes
Board of Selectmen
Monday, November 14, 2011

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

Also present were Ann Somers, Loring Webster, Helen Ballou and Hattie Bernstein.

The meeting opened with the Pledge of Allegiance.

Facilities Committee

Peter Cook reminded the selectmen their next meeting of the Facilities Study Committee is Wednesday at 7 pm at the Safety Complex.

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Jack moved, seconded by Clarence to approve the public session minutes of November 7th. Voted yes 5-0.

Darrell moved, seconded by Karl to approve the two sets of non public session minutes of November 7th. Voted yes 5-0.

Clarence moved, seconded by Jack to approve the minutes of November 8th. Voted yes 4-0; Darrell abstained.

Warrants

The selectmen approved Warrant #62 in the amount of \$17,853.38 and payroll in the amount of \$43,326.76.

Planning Board

Darrell moved, seconded by Jack to appoint Dana MacAllister as a full member of the planning board until March 31, 2013. Voted yes 5-0.

Transfer Station

Clarence asked to waive the background check for Russell Haight as a part time employee at the transfer station. After some discussion it was agreed we should have a background check on every employee. Clarence said he was against it.

Nashua Regional Planning Commission

Tad said NRPC was looking for a letter of intent to look into buying electricity in bulk. He said another source is Halifax. *Darrell moved, seconded by Karl to authorize Tad to sign the letter of intent. Voted yes 3-1; Jack voting no and Clarence abstained.*

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Fire Dept.

Charlie Corey said Redstone Fire Dept. of Conway NH offered to buy the 1989 fire truck that we have replaced for \$15,000. The offer for a trade in was \$10,000. **Tad** said he talked to the DRA and they say there's no problem with selling it without town approval. **Clarence moved, seconded by Jack to allow the fire department to sell the 1989 fire truck to Redstone for \$15,000. The money is to go into the general fund. Voted yes 5-0.**

Charlie said the new fire truck has arrived. **Jack moved, seconded by Clarence to authorize Tad to sign the paperwork on the receipt of the truck. Voted yes 5-0.**

Public Hearing

Jack moved, seconded by Karl to accept the \$8,500 donation from Camp Tevya. Voted yes 5-0.

Cider Mill and Maplewood subdivisions

Tad presented a letter drafted by town counsel to notify all owners in the related subdivisions that two lots (H-130 and H-138-2) have had their subdivision approvals suspended and may be revoked if Adamyk Homes Inc doesn't complete the improvements in the subdivisions or post adequate security with the town to complete the improvements within 30 days.

Harvard Risk Management Corp.

Michelle Mosca was present along with senior agent of Harvard Risk Management Corp. **Craig Graham**. **Michelle** would like permission to approach town employees with their service. They provide pre paid legal services and identity fraud insurance. There is no cost to the employer. **Rena** said there is no more room on payroll checks for more deductions. **Craig** said it could be done directly with the employee.

Jack moved to allow Harvard Risk Management Corp. to make a presentation to the employees.

Anyone signing up will pay directly to them. There was no second to the motion. **Karl** said he doesn't have enough information. He said if we give them access to the employees, would we have to give access to everyone who comes in. **Karl** said if we are interested, we should get three proposals. They will contact us in three weeks.

Trustee of Trust Funds

Trustees **Ed Zdravec** and **Melanie Levesque** and bookkeeper **Dee Walker** were present along with Finance Committee members **Betty Hall** and **Rick Pocklington**. **Tad** said Chris Adams had questions for the trustees but he's not present. **Betty** said she doesn't have her notes on their meeting with the trustees. **Ed** produced a Statement of Accounts from the People's Bank. **Jack** said Chris was looking for the history of the funds. **Clarence** said the \$16,000 in the budget is used for replacing the fences. **Melanie** said she will check into the records in Concord. She said People's Bank had a 17% return.

Budgets

After the first pass at the proposed budgets, the increase for 2012 without warrant articles is \$326,000. **Tad** noted some of the difference is \$74,640 for the payment of the fire truck, \$32,000 for a cruiser, \$16,000 for the additional 2 hrs per week for the officers, \$40,000 for cable equipment, \$120,000 between health insurance and NH Retirement. **Jack** suggested that the selectmen and finance committee each look at the budgets and come back together to discuss suggestions to reduce the proposed budget. The finance committee will be back at 7 pm on Monday, December 5th to discuss the budgets. **Betty**

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said they needed more time to have a report for the town report. **Rena** had originally set January 30th to start budget hearings. She said it couldn't be before the 23rd as the books have to stay open for 10 days. Rena then has to prepare the final warrant, balance the year with the treasurer and prepare the booklet for the budget hearings. It was agreed to start the budget hearings on January 23rd.

DOT – Bond St/Meetinghouse Hill Rd intersection

Tad said he would arrange a date and time to meet with the DOT to look at the site to determine whether the state will agree to a stop sign.

Handicapped Access

Jack said he talked to the LGC attorney regarding handicapped access who said we need to provide access during any meetings.

Tax Rate

Darrell asked how we got to the amount in the unreserved fund balance. **Tad** said since we were late with sending out tax bills, and as was discussed at the prior selectmen's meeting, he, Jack and Rena met to talk to Shelley at the DRA and Mike at Plodzick & Sanderson to finalize the unreserved fund balance. They then talked to Shelley and decided to use \$136,000 of the unreserved fund balance to lower the tax rate. Tad said he accepts responsibility and should have called an emergency meeting of the entire board to finalize the tax rate.

Town Administrator

Tad reported that the 2005 Committee to Study a Five Member Board of Selectmen recommended as a first step to hire a Town Administrator or Town Manager and as a second step to expand to a 5 member board. Tad will contact the Hollis selectmen about coming in to discuss their experience in getting a town administrator. **Karl** said he feels we're lagging behind and that a town administrator might have caught the expired bonds. **Tad** offered to get information and job descriptions from 12 towns in our peer group.

Non Public Session

Tad moved, seconded by Clarence to go into non public session under RSA 91-A: 3, II, (a) investigation, (c) reputation and (d) real estate. Voted yes 5-0.

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

Gen. Business

Approved warrants for payment.

Meeting adjourned at 9:30 pm.

Minutes submitted by Rena Duncklee.

Tad Putney

Clarence L. Farwell

Jack B. Flanagan

Darrell Philpot

Karl D. Dowling