



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
SELECTBOARD**

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

Telephone (603) 673-8855, ext. 213
Fax (603) 673-8136

Selectboard@brookline.nh.us

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

*Minutes
Selectboard
Monday, November 5, 2018*

Selectboard members present: Brendan Denehy, Eddie Arnold, Tom Humphreys, Valerie Ogden and Ron Olsen along with Town Administrator Tad Putney. Also present: Brian Rater, Steve Russo, Ann Somers, Loring Webster, Roger Ogden, Shawn Jackson, Abigail Reville, Pat Leonard, David Partridge, Karen Jew and Jim Solinas.

6:30pm Brendan opened the meeting with the Pledge of Allegiance.

Public Input

Eddie said at the last meeting things did not go as expected and added he would like to extend a handshake to Tom, who, in turn, accepted the handshake.

Approve Minutes

Ron moved, seconded by Eddie, to approve the minutes for the Monday, October 22, 2018 meeting as written; Voted Yes 5-0. Eddie moved, seconded by Ron, to approve three sets of non-public minutes for the Monday, October 22, 2018 meeting as written; Voted Yes 5-0.

Sign Warrants for Payment

The Board signed Accounts Payable Warrant #45 in the amount of \$363,621.81, Payroll Warrant #46 in the amount of \$55,392.27 and Police Detail Warrant in the amount of \$190.00.

Review Year-to-Date Expenses and Year-End Projections

Tad said through October we were 83% of the way through the year and have spent 77% of the operating budget. He also reviewed the running tally of “savings against budget” and “unplanned expenses” for the year.

Appointments

The Board signed the appointment slip for Tamara Sorell as Brookline Commissioner to the NRPC.

Recommend Health Officer Appointment

The Board signed a letter to the Commissioner of the Department of Health and Human Services requesting the appointment of Abigail Reville as the Brookline Health Officer.

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Resignation of Kel Bachus from the Transfer Station Evaluation Committee

Brendan announced the resignation of Kel Bachus from the Transfer Station Evaluation Committee.

Discuss Selectboard Liaison to the Police Department

Bill said there was a previous decision to have liaisons from the Selectboard to each department. He said that he has seen the police liaison on one occasion, which was a result of a complaint from a post on social media. **Bill** said we need a better description of what a liaison is and asked for someone who is interested in the police department. **Brendan** said he had drafted language for the Board's review that aims to clarify and define the liaison role and said we can use it as a working definition of the role. **Val** said she does not agree with the liaison assignments. She said she thinks we are changing how business is done with the Selectboard, adding that she feels the department heads need to come to the Selectboard with issues, perhaps on a monthly basis. **Bill** said the reason for the liaisons came after the budgeting process last year. **Ron** said he thinks it is good to now have clarity about what is expected of a liaison and thinks it is a good arrangement. **Eddie** said he likes this new detailed definition of liaison and enjoys popping in to visit departments. **Tad** said one of the reasons we started the liaison last year was to improve communication between the departments and the Board. **Val** said she would like an explanation of how this was done before. **Tad** said the department heads would approach **Rena**, a selectman or the Board with issues. **Val moved to have department heads come to a monthly meeting with the Selectboard, motion failed to be seconded. Eddie moved to have Brendan be the liaison to the Police Department, motion failed to be seconded.** **Ron** said he thinks it should continue informally. **Brendan** said he would be happy to be the liaison to the Police Department. **Val** said can we keep this from morphing into anything else. **Bill** said he doesn't consider this to be anything binding.

Make-Up/Compensatory Time

Tad said we are in compliance with labor laws regarding how we handle make-up and compensatory time.

Announce Public Hearing re Ambulance Billing

Brendan advised that there will be a Public Hearing at 7:00pm on Monday, November 26, 2018 in the Town Hall meeting room to discuss potential billing for ambulance services.

Accept Donation to Milner Wallace Fund

Eddie moved, seconded by Val, for the Board to accept Mark Fenske's donation to the Milner Wallace Fund, in the amount of \$5,115.55 for future use in beautifying Town land; Voted Yes 5-0.

Withdrawal of Fire Department Warrant Article to Replace 5E2

The Board accepted a note from **Chief Corey** withdrawing the warrant article for 5E2.

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Review Agenda Items for Upcoming Meetings

The Board discussed the proposed meeting schedule and topics through December 31, 2018.

Preliminary 2019 Budget Review

Mason Ambulance Contract

Shawn reviewed updated details on potential 2019 ambulance department costs that could be shared with Mason, including updated costs for a new ambulance. He also noted that the percentage of calls to Mason has increased slightly since July. Taken together, he said, the potential cost sharing for Mason would be significantly higher than the preliminary figure of \$50,589 we had provided to them in July. **Eddie** said we really need to have Mason pay their fair share and have members of the Selectboard go to the Mason Selectboard and have a conversation about it. **Shawn** said we have not had any response from them yet. **Brendan** asked **Tad** to try to set up a meeting with either a Mason selectman or their entire Board. **Eddie** said he could join **Brendan**, **Shawn** and **Tad** at a meeting.

Library - Proposed \$257,567

David Partridge said the budget has declined by about \$2,000.

Health Agencies and Public Welfare

Moved to next meeting.

Financial Administration - Proposed \$212,468

Tad said the budget has increased from the current year. The Post Office is asking for a 5% postage increase. He also noted an increase of about \$26,500 in the IT budget for necessary computer and licensing upgrades.

Personnel Administration – Proposed \$606,750

Tad said we have been advised that health insurance will increase 10.5% for 2019. He said the preliminary budget included \$34,000 for the town's matching portion if Group I employees started participating in Social Security. **Tad** said of the 10 potentially impacted employees, only three expressed interest in participating. **Brendan** said he recommends removing the \$34,000, but leaving Social Security participation as an idea that can be entertained again in the future. **Tad** also noted dental insurance costs will increase 2.3% for 2019. He said that employees currently pay 20% of health insurance and last year we looked at how our health plan compares to other towns. He said that with the previous increases in deductibles and co-pays, our current plan is more aligned with taxpayer interests than most towns. The Board agreed to maintain the current plan and employee cost sharing for 2019.

Economic Development – Proposed \$3,550

Tad said the proposed budget was flat and the Economic Development Committee has hosted two annual events each of the past two years and generated over \$3,000 in revenue annually.

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Communications – Proposed \$118,597

Tad said we have a slight decline over the 2018 budget and most of the item is for contracted dispatch services.

Executive – Proposed \$225,706

Tad noted an increase of 2.5%, which is mainly linked to pay increases.

General Government Buildings – Proposed \$225,985

Tad said that the Town Hall’s Bond Street porch roof needs replacement. He has included \$5,000 for the replacement based on input from the roofer who looked at it when the town hall slate repairs were made. He noted that the preliminary budget includes \$20,000 for preliminary engineering on a DPW garage at the Transfer Station. **Tad** said the figure may be revised further prior to finalizing the 2019 budget. He also noted the budget includes \$7,000 for the removal of a structure at Melendy Pond and said the MPA is willing to pay for the balance of the costs that could total \$12,000. **Tad** noted that we have \$20,000 in the budget for the second year in a row for surveillance cameras at the ambulance bay. **Eddie** suggested we get several quotes to see how much the actual cost would be. **Eddie** also asked if the lessors of the library parking lot would be interested in selling to the town. **Tad** said he would contact them.

Insurance – Proposed \$85,712

Tad said workers compensation is increasing 10.0% for 2019 with much of the costs driven by new legislation as opposed to our loss history. He said the property and liability premium will decline 1.0%.

Brendan moved, seconded by Eddie, to go into non-public session per RSA 91-A:3 II (a) personnel and (l) legal; Roll Call Vote Yes 5-0.

Brendan moved, seconded by Eddie, to come out of non-public session and seal the minutes; Roll Call Vote Yes 5-0.

Val moved, seconded by Eddie, to adjourn the meeting; Voted Yes 5-0.

9:04pm meeting adjourned.

Minutes submitted by Sharon Sturtevant.

Brendan Denehy

Tom Humphreys

Valerie Ogden

Eddie Arnold

Ron Olsen