



**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, October 8, 2018*

Selectboard members at the fire station: Brendan Denehy, Eddie Arnold, Valerie Ogden, Ron Olsen along with Town Administrator Tad Putney.

Also at the fire station: Finance Committee members Linda Chomiak and Steve Russo, Fire Wards Dave Flannery, Dave Joki and Dave Santuccio along with Fire Chief Corey.

Selectboard and Finance Committee Members Visit Fire Station

Brendan opened the on-site meeting at 5:20pm. **Chief Corey** escorted the group into the station to review the existing Fire Department vehicles. He explained the forestry truck is 49 years old. He said Engine 2 goes on about 50% of the calls, holds 1,250 gallons of water and is 23 years old. **Chief Corey** said that Engine 3 makes about 30% of the calls, responds for mutual aid, holds five people and is seven years old. He said Rescue 1 carries rescue equipment to all fires and motor vehicle accidents, responds to about 25-30% of the calls, holds five people and is 17 years old. He said that NFPA recommends that fire trucks be replaced after 20 years. **Chief Corey** noted that Engine 4 (a pumper truck) has 2,500 feet of 4 inch hose and pumps 1,000 gallons of water per minute and is 34 years old. He said the pumper truck is used at all brush and structure fires and has a standard transmission, so few fire fighters know how to drive it. **Val** asked **Chief Corey** for a summary page including information for each piece of fire equipment. **Brendan** closed the on-site meeting at 6:00pm.

Selectboard members present in the Town Hall meeting room: Brendan Denehy, Eddie Arnold, Tom Humphreys, Valerie Ogden and Ron Olsen along with Town Administrator Tad Putney.

Also present in the Town Hall meeting room: Finance Committee members Linda Chomiak, Steve Russo and Brian Rater, Police Chief Quigley, Fire Chief Corey, Fire Wards Dave Santuccio, Dave Joki and Dave Flannery, Ann Somers, Roger Ogden, Rich Vertullo, Tom Laroche and Buddy Dougherty.

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

Public Input

There was no public input.

*Minutes
Selectboard
Monday, October 8, 2018
Page 2*

Approve Minutes

Eddie moved, seconded by Val, to approve the minutes from the Monday, September 24th 2018 meeting as written; Voted Yes 5-0. Eddie moved, seconded by Ron, to approve the five sets of non-public minutes from the Monday, September 24th 2018 meeting as written; Voted Yes 5-0. Eddie moved, seconded by Tom, to approve the minutes from the Monday, October 1st 2018; Voted Yes 4-0-1, Val abstained. Eddie moved, seconded by Ron, to approve the non-public minutes from the Monday, October 1st 2018 meeting as written; Voted Yes 4-0-1, Val abstained. Eddie moved, seconded by Ron, to unseal the non-public minutes from the Monday, October 1st 2018 meeting and the 1st set of non-public minutes from the Monday, September 24th 2018 meeting; Voted Yes 5-0.

Sign Warrants for Payment

The Board signed Accounts Payable Warrant #41 in the amount of \$1,143,974.99, Payroll Warrant #42 in the amount of \$56,315.03 and Police Detail Warrant in the amount of \$1,498.25.

Notice to Appoint and Re-appoint

The Board gave notice to appoint **David Coffey** as Emergency Management Director at the next regular Board meeting. The Board gave notice to re-appoint **Jerry Farwell** (for a term through October 8, 2021) and **Eddie Arnold** (for a term through March 26, 2021) as representatives to the Souhegan Regional Landfill District at the next regular Board meeting.

Update on Health Officer Replacement Process

Tad said the deadline has passed for applications to be the Health Officer. He said that one applicant applied. He will conduct an interview next week and report back at the next meeting.

Year to Date Expense Review

Tad said through September we were 75% of the way through the year and had spent 70% of the operating budget.

Review and Discuss Contract with Hoyle Tanner re Bond Street Bridge

Tad said NHDOT has reviewed and approved the engineering agreement with Hoyle Tanner. The agreement, which covers the engineering study at this point, has a cost of \$52,512. **Tad** noted that 80% of the costs will be reimbursed from the State Bridge Aid Program. The next steps will be preliminary and final design. *Eddie moved, seconded by Tom, to authorize Brendan to sign the agreement with Hoyle Tanner for engineering services on the Bond Street Bridge Project; Voted Yes 5-0.*

Brookline Chapel Use

Tad said he received a request from a resident to rent the Chapel on Saturday, October 13th for one hour of prayer. The resident was seeking a rental rate below the \$275 used for weddings. *Eddie moved to charge \$100; motion failed to be seconded. Tom moved to charge \$60; motion failed to be seconded. Eddie moved to charge \$75;*

*Minutes
Selectboard
Monday, October 8, 2018
Page 3*

motion failed to receive a second. Eddie said the Chapel was purchased as an income investment. **Ron** and **Val** said they think we should not charge any money for such a limited event. **Linda** said the group that uses the chapel on Sundays pays rent, so in fairness we should charge others too. *Val moved, seconded by Eddie, to charge a one-time fee of \$50 to rent the Chapel for the one hour prayer event; Voted Yes 4-1, Ron Voted No.*

Review Request to Use Funds from Town Facilities Cap. Res. Fund

Tad reviewed with the Board the scope of recently completed slate roof work on the Town Hall and the invoice from the roofing company in the amount of \$7,049. **Tad** said the insurance company has paid \$4,170, leaving a balance of \$2,879. *Eddie moved, seconded by Tom, to use \$2,879 from the Town Facilities Capital Reserve Fund to pay the balance of the invoice; Voted Yes 5-0.*

Thank You Letter to Jerry Farwell

The Board signed a letter to Jerry Farwell thanking him for his 18 years of dedicated service as Road Agent.

MS-535 Form

The Board signed the MS-535 Form prepared by the Auditors. Tad said there may be a call for a special meeting to set the tax rate this week or next.

Thank You Letter to Tevya for Donation

The Board signed a letter to Camp Tevya thanking them for their generous donation of \$9,750 to the Town of Brookline.

Preliminary 2019 Budget Review

Fire Department - Proposed Budget \$480,986

Fire Chief Corey said the proposed budget is flat except for the potential 3% pay raises. He said they will be again applying for a grant for a new truck. If approved, we will use the money approved at this past March's town meeting. If we are not approved, a warrant article has been drafted to use the \$185,000 that was approved as a down payment on the pumper truck and then have a three year lease to purchase it. **Roger Ogden** asked if the warrant article would include the lease payment for 2019, so it would not be included in the department's operating budget. **Tad** said yes and he believes the lease payment was included in the operating budget to simply illustrate that the total spending for the department was largely flat even with the new lease payment.

Police Department - Proposed Budget \$898,947

Police Chief Quigley said the proposed budget is up over the current year and much of the increase is related to pay. He said that he was also seeking a warrant article to add a full-time officer. **Chief Quigley** said the warrant article would be for \$47,848 to cover pay and benefits costs for 6 months of next year, beginning July 1, 2019.

Recreation Commission - Proposed Budget \$38,540

Rich Vertullo proposed a budget that has a decrease of about \$4,000. He noted that required water testing of the water fountain at the field has been added.

*Minutes
Selectboard
Monday, October 8, 2018
Page 4*

Conservation Commission - Proposed Budget \$44,323

Chair Buddy Dougherty said the proposed budget reflects an increase that is largely attributable to seeking \$5,000 in additional funding for Milfoil treatment of Lake Potanipo and Melendy Pond.

Cable Access - Proposed Budget \$17,795

Tad said the proposed budget is level funded and the funds come from the Cable Access Fund and not taxes. He said the Cable Access Fund account balance is about \$51,000.

Building Inspection - Proposed Budget \$35,000

Tad said the proposed budget is flat except for a 3% pay increase in the salary line.

Regional Association - Proposed Budget \$3,949

Tad said the proposed budget is slightly lower than the current year.

Debt Service - Proposed Budget \$294,738

Tad said the proposed budget decreases \$8,476 for 2019.

Legal - Proposed Budget \$35,000

Tad noted the 5-year average spending on legal is about \$38,000 and he recommends level funding for 2019 at \$35,000.

Next Agenda

Eddie mentioned he had received a letter from resident about comp time. He said he will have **Tad** circulate it to the Board and it can be discussed at a future meeting.

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

8:20pm meeting adjourned.

Minutes submitted by Sharon Sturtevant.

Brendan Denehy

Tom Humphreys

Valerie Ogden

Eddie Arnold

Ron Olsen