



**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@brooklinenh.us](mailto:Selectboard@brooklinenh.us)

<http://www.brooklinenh.us>

*Minutes  
Selectboard  
Monday, November 15, 2021*

Selectboard members present: Drew Kellner, Eddie Arnold, Brendan Denehy, Dana Ketchen (all in person) and Steve Russo (via Zoom for purposes of social distancing), along with Town Administrator Tad Putney. Also present: Finance Committee members Brian Rater, Adam Goff, and Cindy LaCroix.

**6:30pm Drew** opened the meeting with the Pledge of Allegiance and reviewed the rules for hybrid meetings.

**Public Input**

**Drew** said the Thanksgiving walk/run event is 75% booked and those wishing to sign up can do so via the town website or the Conservation Commission Facebook page.

**Approve Minutes**

*Dana moved, seconded by Brendan, to approve the public minutes from the Monday, November 1<sup>st</sup> meeting as written; Roll Call Vote Yes 5-0. Dana moved, seconded by Brendan, to unseal set 6 of the non-public minutes from the Monday, October 18<sup>th</sup> meeting; Roll Call Vote Yes 5-0. Dana moved, seconded by Brendan, to approve set 5 of the non-public minutes from the Monday, October 18<sup>th</sup> meeting as amended; Roll Call Vote Yes 5-0. Dana moved, seconded by Brendan, to approve 10 sets of non-public minutes from the Monday, November 1<sup>st</sup> meeting as written; Roll Call Vote Yes 5-0.*

**Sign Warrants for Payment**

*Dana moved, seconded by Brendan, to approve Accounts Payable Warrant #45 in the amount of \$86,660.12, Payroll Warrant #46 in the amount of \$69,913.92, Police/Fire Detail in the amount of \$866.25 and Public Works Project Warrant #7 in the amount of \$447,361.68; Roll Call Vote Yes 5-0.*

**Announce and Accept Resignations**

*Dana moved, seconded by Brendan, to accept the resignation of Clarence Farwell as Trustee of Trust Funds; Roll Call Vote Yes 5-0. Tad cited RSA 31:22 and noted, for replacing a trustee of the trust funds, the Selectboard appoints a replacement to finish out the resigning trustee's 3-year term, in this case until March 2024. Dana moved, seconded by Brendan, to accept the resignation of Rebecca Purdin as Welfare Officer effective December 31, 2021; Roll Call Vote Yes 5-0.*

*Minutes  
Selectboard  
Monday, November 15, 2021  
Page 2*

**Brendan** asked **Tad** to draft thank you letters, on behalf of the Selectboard, for both **Rebecca** and **Clarence** for their service.

**Discuss Recommendation to Reappoint Abigail Reville as Health Officer**

*Dana moved, seconded by Brendan, to recommend the re-appointment of Abigail Reville as Health Officer to the Department of Health and Human Services (DHHS) for a 3-year term ending November 2024; Roll Call Vote Yes 5-0.*

**Sign Brookline Emergency Operations Plan**

*Dana moved, seconded by Brendan, to accept the adoption of the Emergency Operations Plan (EOP) as revised June 2021; Roll Call Vote Yes 5-0.* **Brendan** said it is a very well-done plan and includes specific direction in the case of various town-wide emergencies. **Drew** said he is very impressed with the plan.

**Review Year-to-Date Spending**

**Tad** said as of the end of October we were 83% of the way through the budget year and had spent 74% of the operating budget. He said there are no concerns except the legal budget as expected.

**Mike Wenrich re Wheeled Excavator**

**Mike** said the public works department has an opportunity to capitalize on a great deal for a demo Volvo EWR150E wheeled excavator, at a cost of \$204,300. He recommended purchasing the 5-year extended warranty for an additional \$5,890 given the complexity of these machines. **Mike** said the machine is like new with 425 hours on it and the material and man hours it would save would likely pay for itself in its lifetime. He said it would greatly reduce our reliance on subcontractors and give us the tool to produce valuable work in town. **Mike** said he is asking for authorization to use funds from the Public Works Equipment Capital Reserve Fund for the purchase.

*Brendan moved, seconded by Eddie, to authorize the expense of \$210,190 from the Public Works Equipment Capital Reserve Fund, to cover the purchase of a Volvo EWR150E Excavator, including a 5-year extended warranty; Roll Call Vote Yes 5-0.*

**Mike** said the latest 6-wheeler will be ready for plowing by the first week of December.

**Public Works Project Update**

**Tad** said actual construction remains on time and within budget, but the generator for the building has been delayed and will not be fully operational until February. He said we are working to secure a backup generator through North Branch. **Tad** said painting is underway in the offices, permanent power to the building has been established, phone lines have been run to the building, drywall finishing should be completed in the bays this week, plumbing, sprinkler, and HVAC, should be completed this week and the owner's contingency is currently at \$7,000. **Tad** said delivery of the fire pump is delayed until early February, which raises the question whether the building can be occupied prior to the system's operation. He said the architect has advised us that if vehicles are not stored in the building, then the applicable "Code" does not require a sprinkler system for the building. **Tad** said we are working with the fire chief to see if the building can be used once completed, without having vehicles enter the building, until the sprinkler system is operational. **Brendan** said it's nice to see the landscaping

*Minutes  
Selectboard  
Monday, November 15, 2021  
Page 3*

bringing everything together between the Transfer Station and the Public Works building and reminded everyone that we have a trust fund for landscaping if needed.

**7:00pm - 2022 Budget Follow-Up Discussions**

**Fire Department**

The Board reviewed two different “Fire Truck Replacement Funding Plans”. **Tad** said the first took the plan we did a year or two ago and updated it for what has actually been spent. He said the second plan considers what **Chief Corey** had proposed for the final payment of 5E2 in 2022. **Dana** said she would like to stick to the original plan of having the final payment for the fire truck in 2022 coming from the Fire Truck Capital Reserve Fund. **Tad** said if the objective is to level total fire department spending over multiple years, then **Chief Corey’s** approach makes sense, but if the objective is to minimize the tax impact for 2022 then **Dana’s** approach achieves that objective.

**Brendan** expressed support for Chief Corey’s recommended approach. **Drew** suggested opening a revolving fund for the Fire Department, similar to what the Ambulance Department did, to eliminate the constraints of a capital reserve fund. The Board and Fire Department asked **Tad** to see if such an approach can be done. It was agreed that the balance of the fire pick-up lease would be paid in 2022, but where the funds come from is still to be decided.

**Library: Karen Jew** – Proposed 2022 Budget \$329,038 Up 17.9%  
Increase due to pay adjustments for two positions based on peer review. Agreed to remove \$600 for “promotions” as well as \$20,000 for new carpeting and \$10,000 for LED lighting in the General Government Buildings budget.

**Health Agencies: Tad Putney** – Proposed 2022 Budget \$25,300 Up 2.7%  
**Tad** said **Rebecca Purdin** advised that we include \$1,000 for Keystone Hall and maintain last year’s level for Souhegan Valley Transportation Collaborative at \$3,500.

**Financial Administration**

**Tad** said **Patti** told him that a folding machine at this time would not work with the current tear-off sheets on the tax bills.

**Potential Warrant Article - New Leases for Melendy Pond**

**Eddie** said as of the last Melendy Pond Management Committee (MPMC) meeting, there was no recommendation to put forward a warrant article for new leases in 2022, but that could change at the committee’s next meeting in early December. He said so far the committee has produced a draft of specific requirements they would like to see if it is decided to put forward a warrant article. **Brendan** said he appreciates the work the MPMC has done, so that the Selectboard can be prepared.

**Town Report Cover Possibilities and Potential Dedication**

**Tad** said **Ann Somers** submitted a photo by **Andrew Scott** to be considered for the town report cover. The Board agreed to have **Tad** solicit other photos to be considered. **Tad** said **Ann** also asked that the inside cover be dedicated to two long-time residents we lost this past year: **Ross Jensen** and **Del Porter**. No decision was made at this time.

*Minutes  
Selectboard  
Monday, November 15, 2021  
Page 4*

**Mail Folder**

The Board reviewed the mail folder.

**8:29pm Drew moved, seconded by Eddie, to go into non-public session per RSA 91-A:3 II (c) reputation, (l) legal, and potentially others; Roll Call Vote Yes 5-0.**

**9:35pm Drew moved, second by Eddie, to come out of non-public session and seal the minutes; Voted Yes 5-0.**

9:36pm meeting adjourned.

Minutes submitted by Sharon Sturtevant.

---

Drew Kellner

---

Eddie Arnold

---

Brendan Denehy

---

Dana Ketchen

---

Steve Russo