



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
SELECTBOARD**

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*Minutes
Selectboard
Monday, October 7, 2019*

Selectboard members present: Brendan Denehy, Eddie Arnold, Drew Kellner and Steve Russo along with Town Administrator Tad Putney.

Also present: Finance Committee members Brian Rater, Dana Ketchen and Graham Loff as well as Ann Somers and Loring Webster.

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

Public Input

There was no public input.

Approve Minutes

Eddie moved, seconded by Steve, to approve the minutes from the Thursday, September 19, 2019 and the Monday, September 23, 2019 meetings as written; Voted Yes 4-0. Eddie moved, seconded by Steve, to approve four sets of non-public minutes from the Monday, September 23, 2019 meeting as written; Voted Yes 4-0.

Sign Warrants for Payment

The Board signed Accounts Payable Warrant #39 in the amount of \$1,146,239.86, 250th Warrant #21 in the amount of \$8,141.14, Payroll Warrant #40 in the amount of \$57,763.72 and Police Detail Payroll in the amount of \$1,800.

Review Year-to-Date Expenses

Tad said through the end of September we were 75% of the way through the year and had spent 68% of the operating budget. He noted 100% of the year's bond payments have been made.

Review Annual Transfer Station Water Test Results

Tad said ground water testing of 83 compounds/chemicals is done every year at the Transfer Station in five different locations. This year we received a note from **Jay Chrystal** at ChemServe stating that everything is still below the testing standards for all parameters. **Tad** said **Jay** did note that they found low levels of 1,4 Dioxane in one monitoring well and both surface waters locations with concentrations below the standards but higher than in the past, so we will want to track it in the future.

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Review Exclusion Request Form – Opiate Litigation

Tad said we received an Exclusion Request Form that, if signed by November 22nd, would opt the Town out of an opiate class action suit involving 49 counties across the country. The Board didn't see any reason to exclude Brookline and took no action.

Review Invoices for Payment from Public Works Equipment Cap. Reserve Fund

The Board signed a letter to the Trustees of the Trust Funds advising them to pay two invoices for parts related to the DPW's 6-wheel dump truck totaling \$3,073.49. Payments to be made from the Public Works Equipment Capital Reserve Fund.

Review Bond Street Bridge Engineering Invoice for Approval

The Board signed a letter to the Trustees of the Trust Funds advising them to pay invoice #6 from Hoyle Tanner for engineering work on the Bond Street Bridge totaling \$6,229.43. Payment to be made from the Bond Street Bridge Capital Reserve Fund.

Review Bond Street Bridge Project Questions from Engineer

Drew moved, seconded by Eddie, to approve RAL6010 as the color for the Bond Street Bridge railing; Voted Yes 4-0. The Board chose the vertical railing design for the railing to be added on the northwest quadrant of the project area.

Discuss Additional Photos for Town Report

Brendan said we are getting ready to seek bids for printing the Town Report and he would like to see some color pictures of the 250th parade in this year's report as well as black and white pictures of some prominent residents who have passed during the year. The Board agreed to include these features in the bid process.

Sign Melendy Pond Lease – Genest

Brendan informed the Board that he will be signing the new Melendy Pond lease with the Genest family given the Board previously provided authority for him to sign leases.

Review Mail Folder

The Board reviewed the mail folder. **Brendan** read a letter from **State Senator Melanie Levesque** informing the Board that the 2020-2021 state budget has been signed into law. The budget delivers \$99,210 in unrestricted municipal aid to Brookline and \$1,545,507 in additional education funding over the FY 2020-2021 biennium. **Tad** said we hope to know soon when the funds will be available.

Souhegan Regional Landfill District (SRLD)

Eddie said the next SRLD meeting will be November 7, 2019 and will address budgeting concerns for 2020. **Eddie** invited residents to come to the meetings to learn more about the SRLD.

2020 Budget Process

Brendan said October is the start of the budgeting process. He said we make adjustments over the course of November and December and in January we have the

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Budget Hearings that finalize the coming year's proposed budget. **Brendan** noted the Selectboard and the Finance Committee vote on the proposed warrant articles at the end of the Budget Hearings and then everything goes to Town Meeting in March for the voters to make the final decisions. **Tad** said we have prepared proposed budget binders with a one-page summary in the front. **Tad** noted there are 27 pay periods in 2020 instead of the normal 26 pay periods, which results in a 3.8% increase in payroll costs.

Fire Department - Chief Corey

Proposed budget of \$393,836: Increase of 4.5% due to additional pay period in 2020, increased salaries, increased fire fighter on-call hourly wages to bring them more in line with Ambulance Service on-call hourly wages, and increased oil and maintenance due to aging equipment.

Warrant Article: \$750,000 for new fire truck to replace Engine 2. To be spread out over five lease payments at 2.73% interest (\$162,505 per year). **Eddie** said he would like to see more use of capital reserves and less leasing that requires paying interest.

Fire Station proposed building budget \$49,968. Reduction of \$15,000 from the current year.

Police Department - Chief Quigley

Proposed budget of \$888,968: Increase of 5.6% due to additional pay period in 2020, increased salaries, and new \$2,500 budget line for "training".

Warrant Article: New full-time police officer (\$52,801 in 2020; \$104,152 annualized)

Warrant Article: Authorize withdrawal of funds from Police Detail Fund for lease of police cruiser.

Pest Control proposed budget of \$200: Level funded.

Recreation Commission - Rich Vertullo

Proposed budget of \$39,750: Reduction of 10.8% from the current year. **Rich** said he estimates the Recreation Commission will have about \$1,500 in unspent funds for the current year.

Department of Public Works - Mike Wenrich

Highways, Streets & Bridges proposed budget of \$775,917 (if new employee is not approved): Increase due to additional pay period in 2020 and salary increase. **Mike** said if the warrant article for a new employee is approved, the proposed budget would be \$733,917, or \$42,000 less, as the individual would be able to do work that then would not require subcontracting.

Warrant Article: DPW building bond (very preliminary estimate of \$1,500,000).

Warrant Article: DPW full-time employee (\$53,438 in 2020; \$89,250 annualized).

Warrant Article: DPW Equipment Capital Reserve Fund (\$150,000).

Warrant Article: Hood Road Reconstruction and Paving (Estimate of \$100,000).

Sanitation proposed budget of \$333,561: Increase of 3.5% due to additional pay period in 2020 and pay increases.

Other Budget Areas - Tad Putney

Building Inspection proposed budget of \$38,925: Increase of 11.2% due to additional pay period, pay increase and 2019 pay increase was not factored into current budget.

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*Regional Association proposed budget of \$3,958: Level funded.
Debt Service proposed budget of \$285,916: Reduction of 9.8%
Legal proposed budget of \$35,000: **Tad** said the five-year average is \$36,700. **Eddie** suggested increasing the Legal budget to \$40,000. Board and Finance Committee members agreed.*

Next Meeting Agenda

Tad said that today **Mike Wenrich** expressed an interest in a Board discussion about making the gravel portion of Averill Road a one-way street. **Tad** suggested this will be brought forward by **Mike** at the next meeting. He said the rest of the meeting will be focused on additional budgets.

Brendan moved, seconded by Eddie, to go into non-public session per RSA 91-A:3 II (c) reputation and (l) legal; Roll Call Vote 4-0.

Brendan moved, seconded by Eddie, to come out of non-public session and seal the minutes; Roll Call Vote Yes 4-0.

Eddie moved, seconded by Steve, to adjourn the meeting; Voted Yes 4-0.

9:23pm meeting adjourned.

Minutes submitted by Sharon Sturtevant.

Brendan Denehy

Eddie Arnold

Drew Kellner

Steve Russo