



Telephone (603) 673-8855, ext. 213

Fax (603) 673-8136

**TOWN OF
BROOKLINE, NEW HAMPSHIRE
SELECTBOARD**

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

Selectboard@brooklinenh.us

<http://www.brooklinenh.us>

*Minutes
Selectboard
Monday, September 21, 2020*

Board members present: Brendan Denehy, Eddie Arnold, Ron Olsen, Drew Kellner and Dana Ketchen along with Town Administrator Tad Putney.

Also present: Mike Wenrich, Karl Dowling and HealthTrust Rep. Debie Clayton (via speaker phone).

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

Public Input

None.

Approve Minutes

Eddie moved, seconded by Ron, to approve the minutes from the Monday, September 14th meeting as written; Voted Yes 5-0. Drew moved, seconded by Eddie, to approve six sets of non-public minutes from the Monday, August 31st meeting as written; Voted Yes 5-0.

Sign Warrants for Payment

The Board signed Warrant #37 in the amount of \$247,081.39, Payroll Warrant #38 in the amount of \$59,429.01 and Police Detail in the amount of \$3,780.

Appointments

The Board signed the appointment slip for **Jerry Jaworski** to serve as Full Member of the Conservation Commission until March 31, 2021.

Transfer Station Attendant

Brendan announced, after more than 23 years as one of our Transfer Station attendants, **Don Gagnon** will be retiring on Saturday, September 26th. On behalf of the Board, **Brendan** thanked **Don** for his many years of service and wished him all the best in his retirement.

New Transfer Station Hours and Changes

Brendan announced, beginning Tuesday, September 29th, the Transfer Station hours will change to Tuesdays 8:00am – 4:00pm, Thursdays 12 noon – 7:00pm and Saturdays 8:00am – 4:00pm (no change).

Brendan said continuous electronic collection will also be starting at this time along with adjusted fees, which can be found on the Transfer Station page of the town website.

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Townsend Hill Road Speed Hump Installation

Tad said back on June 29th a motion was passed by a 4-1 vote for the purchase of 4 speed humps to address speeding issues on Townsend Hill Road. **Tad** said based on research he has done, there are three issues he wanted the Board to be aware of before moving forward, adding he is sorry it has taken this long. He said one issue is we would need to put 96 holes in the road to install the four humps. He said it is a significant number of holes that he was not aware of when we spoke about it before and he wanted to make sure the Board was comfortable with this requirement. Second, **Tad** said he wanted to review some of the specifications of these speed humps. He noted these are not speed “bumps”, but speed “humps” that have less elevation than a traditional speed “bump”. **Tad** said what he was looking at was a speed hump that is only 1 ¾ inches high and designed to reduce the speed of a vehicle to 20-25 mph and that’s the objective for that area. He said we started out looking at 2 ¾ inch humps, which would reduce the speed of a car to 15 mph and he believes that we do not want that functionality. Three, **Tad** said he wants to just confirm the Board’s desire to move forward with the speed humps in this location with the information he has shared with the Board. He said speed feedback signs are an alternative and would not impede on the road at all. **Tad** said **Mike** reached out to some other DPW directors and asked what they recommend for speed humps. He said they did not give much of a response about products, but some did say to be careful with speed humps as they can present some challenges. **Tad** said he is happy to move forward as long as the Board is aware of the implications. **Karl** said it’s been one year since he raised this complaint and we’ve gotten nowhere. He said if you reduce the speed it will reduce traffic and reroute it to a state road. He said he knows this will work and has the data to back it up. **Eddie** said he is not in favor of the speed humps and would prefer to try feedback signs and see if they work. **Brendan** said the newer speed feedback signs are easily moved and would be more effective when moved from place to place. **Ron** said he thinks the speed humps are worth trying. ***Drew moved, seconded by Ron, to modify the original June 29th vote to purchase the speed humps and reduce the height to 1 ¾ inches; Voted Yes 3-2, Eddie and Dana voted no.*** **Eddie** confirmed with **Tad** that we are still planning to purchase one speed feedback sign and **Tad** said yes.

Discuss Drought Information Received From the State of NH

The Board reviewed drought information from the state. **Tad** said the town has cut back public irrigation to conserve water. After some discussion, **Brendan** suggested the Board post a statement on the town website informing residents of the drought conditions and asking them to conserve water where they can. The Board agreed.

Debie Clayton from HealthTrust re Health Insurance Options for 2021

Debie provided background on the town’s current plan and provided information on a slightly less costly alternative. She explained differences in terms of co-pays and deductibles under the alternative plan. She said if the town wants to change plans to be effective January 1, 2021, she would need to be notified by December 1st. **Debie** said the town’s transition to its current plan about five years ago was on the leading edge of other towns regarding cost savings and is still favorable to taxpayers compared to many other towns. She said she will have rates for 2021 in early October. Board members thanked **Debie** for her time and insights.

Mike Wenrich re Hood Road update

Mike said we are finally narrowing the scope of work, including tree removal for Hood Road. He said he met with all impacted residents. **Mike** said he is putting together bid information for the tree work which still needs to be scheduled. **Dana** suggested contacting Eversource to see if there are trees they

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would like removed and would consider taking care of at no cost to us. **Tad** said he would reach out to Eversource. **Drew** suggested we put it out to bid if Eversource responds that they are not an option for some of the tree work.

Review North Branch Construction Management Contract for Approval

Tad said the DPW Building Committee has recommended North Branch Construction serve as the construction manager for the project. **Tad** said the estimated incremental cost for North Branch's services to the taxpayer for an average \$350,000 home is just under \$3.00 in 2022, just under \$2.00 in 2023, and about \$5.50 per year for the remaining years of the bond. He said he sees significant value for such a cost given the activities, resources and oversight they will provide. *Dana moved, seconded by Drew, to approve the contract with North Branch Construction for the new DPW facility; Voted Yes 5-0. Eddie moved, seconded by Drew, to authorize Brendan to sign the contract with North Branch Construction; Voted Yes 5-0.*

Discuss Energy Audits for Town Buildings and Clean Energy NH

Brendan said the Solar Committee met last week and reviewed the Clean Energy NH website. He said they do a lot of good things, but they do not do energy audits. He said they do have commercial members who do. **Brendan** said it is the request of the Solar Committee that the Selectboard consider hiring DDH Energy to do the consultant work for the energy audit. **Dana** asked if this is an unbudgeted request. **Brendan** said yes. **Drew** said he is in full support of the energy audit, but he thinks this cost may be over our new purchasing policy threshold that requires three bids. **Tad** confirmed the most recent update in the Purchasing Policy reads, "between \$7,500 and \$20,000, three formal written bids must be solicited". The committee will solicit two more bids.

Other business

Drew said the original deadline for the BudCom Study Committee's final report was October 1st, adding they are close, but not quite finished, and asked if the Board could move out the date to give them more time. *Dana moved, seconded by Eddie, to move the BudCom Study Committee report deadline to November 2nd; Voted Yes 5-0.*

Hoyle Tanner - Bond Street Bridge Change Order

Tad said Hoyle Tanner has submitted a change order in the amount of \$8,800 due to the request from the NH Division of Historical Resources for the preparation of an inventory form. **Tad** said it also includes the preparation of an Environmental Study as required by NHDOT since the Nissitissit River was recently designated as a "Wild and Scenic" river. He noted that 80% of the expense will be covered by the State's Bridge Aid Program. *Eddie moved, seconded by Drew, to authorize Brendan to sign the change order in the amount of \$8,800 for Hoyle Tanner's work on the Bond Street bridge; Voted Yes 5-0.*

CARES Act Election Reimbursement Form

Tad said the CARES Act provided reimbursement for some expenses related to the primary election. He said he had **Patti** sign the reimbursement form, but it was sent back requesting **Brendan's** signature. *Drew moved, seconded by Eddie, to authorize Brendan to sign the CARES Act election reimbursement request; Voted Yes 5-0.*

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Review Agenda Items for Next Meeting

Tad said the agenda will primarily be focused on a review of preliminary 2021 budgets, which will begin at 7pm.

8:14pm Brendan moved, seconded by Eddie, to move into non-public session per RSA 91-A:3 II (c) reputation; Roll Call Vote; Yes 5-0.

8:32pm Brendan moved, seconded by Eddie, to come out of non-public session and seal the minutes; Roll Call Vote Yes 5-0.

8:33pm meeting adjourned.

Minutes submitted by Sharon Sturtevant.

Brendan Denehy

Eddie Arnold

Ron Olsen

Drew Kellner

Dana Ketchen