



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
SELECTBOARD**

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***Minutes
Selectboard
Tuesday, March 26, 2024***

Selectboard members present: Eddie Arnold, Brendan Denehy, Steve Russo, and Brian Rater. Also present: Jeffrey Stewart.

5:59pm Eddie opened the public meeting.

6:00pm *Eddie moved, seconded by Brendan, to go into non-public session per RSA 91-A:3 II (a) personnel; Voted Yes 4-0.*

6:18pm *Eddie moved, seconded by Brian, to come out of non-public session and seal the minutes; Voted Yes 4-0.*

6:25pm *Eddie moved, seconded by Steve, to go into non-public session per RSA 91-A:3 II (a) personnel; Voted Yes 4-0.*

6:31pm *Eddie moved, seconded by Steve, to come out of non-public session and seal the minutes; Voted Yes 4-0.*

6:34pm Eddie reconvened the public meeting with the Pledge of Allegiance and read the ground rules for hybrid meetings.

Public Input

Brendan reminded everyone about the Rabies Clinic on Saturday, April 6th from 9am-12pm behind the Fire Station. The cost is \$15 cash only. The Board thanked Kenneth and Barbara Lampman for donating a US Honor Flag to the Town which will eventually fly on whichever flagpole it is sized for.

Town Administrator Interim Support

Brendan said Tad Putney will be joining us at Town Hall for an estimated 24 hours per week until late summer to take on some of the Town Administrator projects.

Fireworks Contract

Brian moved, seconded by Steve, to have the Chair sign the contract with Pyrotechnico Fireworks Inc of Jaffrey, NH in the amount of \$10,500 for the fireworks display on Thursday, July 4th with a rain date of Saturday, July 6th; Voted Yes 4-0.

Audit Questionnaire

Steve moved, seconded by Brian, to have the Chair sign the audit questionnaire upon completion of question 17 by Eddie and Ed; Voted Yes 4-0.

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Review and Sign Policies

Brian moved, seconded by Steve, to approve the Town of Brookline Elected and Appointed Officials Code of Conduct Policy as written; Voted Yes 4-0. Brian moved, seconded by Steve, to readopt the Town of Brookline Investment Policy; Voted Yes 4-0. Brian moved, seconded by Steve, to approve the Town of Brookline Credit Purchasing Policy as written; Voted Yes 4-0.

Sign MS-232 and Other Budget Items

Defer MS-232 signing until the next meeting.

Brendan said we are just under 25% of the way through the year and have spent 17.97% of the budget. Everything is tracking where it should be except for the Welfare budget which is high due to recent housing rental payments. Brendan said Chief Quigley pointed out that the uniforms line item in the Police Budget was budgeted for \$9,200 and should be \$11,200 so \$2k will have to be found in the budget somewhere. Brendan said the approved warrant articles for personnel and police union have now been folded into the budget, so it is higher than before Town Meeting as expected. Eddie said the approved Legal budget still needs to be adjusted back down to 140k.

Reviewed ARPA funds

Brendan reviewed the ARPA Fund projects that have been completed and the ones that are committed but still open. The total uncommitted amount is \$44,489 which we need to commit to by Dec 31st of this year and spend by Dec 31st of 2026. Brendan said we did have some unexpected overages at the Transfer Station and Town Hall but are still within the limits of the funds.

Bond Street Bridge Update

Brendan said the first meeting was last week and we are still on schedule to close the bridge for construction on June 3rd and reopen at the end of September.

Decide which Bond Schedule (years) for Conservation Purchase

The Board reviewed the bond schedules for 20, 25 and 30 years.

20 Year Bond at an estimated 3.5% would be 1.64 million in interest.

25 Year Bond at an estimated 3.75% would be 2.24 million in interest.

30 Year Bond at an estimated 4% would be 2.94 million in interest.

Brendan moved, seconded by Steve, to secure a 20 year bond for the Denault Conservation land purchase; Voted Yes 4-0.

2024 Planning

Brendan listed things to accomplish in 2024; Website, IT improvements, completing the Pierce Pond Dam and the Bond Street Bridge, transitioning to general email for departments, completing the radon remediation at Town Hall, Town Administrator search, Ambulance Committee, Compatible rules between, Fire Dept, Planning and Zoning. The Board discussed further items to add. Brendan said the Tamposi Bros have submitted their application for the Brookline Woods Development, and we will be discussing the impact of that on the town and each department. Eddie said we will be

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looking to recruit some additional consulting for the Planning, Building, and Fire Depts and we will have to address passing the cost on to the developer. Jeffrey Stewart suggested hiring a project manager. Mark Fessenden said the Fire Wards are waiting for legislation to be passed in Concord first but will be revisiting the process for determining sprinkler requirements for new construction.

IT Charter

The Board Reviewed the 2024 Digital Transformation Working Group Charter draft. Brian said there are certain things that really need to be done here in the short term and we need a solid understanding of our inventory and infrastructure.

5 Members Finance Committee SB Library and 2 at Large

Steve moved, seconded by Brendan, to approve the 2024 Digital Transformation Working Group Charter as amended; Voted Yes 4-0.

Melendy Pond Charter

Brendan moved, seconded by Brian, to approve the Melendy Pond Management Committee Charter as presented; Voted Yes 4-0. Brendan moved, seconded by Steve, to give notice to reappoint Tom Solon and Susan Holroyd to the Melendy Pond Management Committee at the next meeting; Voted Yes 4-0. Eddie thanked Randy Haight for his longtime service on the oversight of Melendy Pond.

Committee Assignments

Conservation Commission – Brendan Denehy, Brian Rater Alternate.

Economic Development – Steve Russo.

Melendy Pond Management Committee – Eddie Arnold.

Coop Facilities Committee – Brendan Denehy

SRLD – Ed Perry

Energy Committee – Brendan Denehy.

NRPC – Steve Russo.

Digital Transformation Working Group – Brian Rater.

Ambulance Billing Committee – Ed Perry.

Brendan moved, seconded by Brian, to appoint the above stated Selectboard Members to serve on the corresponding committees, and to allow the Selectboard Chair to appoint emergency members as necessary; Voted Yes 4-0.

Town Hall Radon issues and Remediation

Brendan said he is currently waiting for a final estimate.

Any Other Old/New Business

Brookline School District, Request for Early Payment Eddie read an email request received by Sharon from the BSD asking for an early release of full or partial payment of the April 15th scheduled payment. Brendan said he discussed it with Sharon, and she advised that the timing of the release of the funds will allow for the full payment before April 5th. *Brian moved, seconded by Brendan, to release the April 15th payment of \$1.2 million to the Brookline School District before April 5th; Voted Yes 4-0.*

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Brendan said a gentleman came in today with a complaint about people repeatedly neglecting to clean up after their dogs in his neighborhood. He asked that the State RSA be printed and handed out from the Town Clerk's office while licensing dogs. Patti said this would not work in her office.

State of NH Department of Safety E911 Study. *Brendan moved, second by Brian, for Eddie to sign the authorization letter to release our E911 data to the University of NH for an E911 statewide study; Voted Yes 4-0.*

Board and Committee Updates – There were none.

Mail Folder

The Board reviewed the mail folder.

Items for Next Agenda

Conservation Commission Appointments

Radon Remediation Status

MS 232


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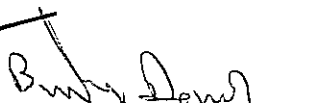
8:15pm *Eddie moved, seconded by Steve, to go into non-public session per RSA 91-A:3 II (c) reputation and (l) legal; potentially others; Roll Call Vote Yes 4-0.*


9:31pm *Brian moved, seconded by Steve, to come out of non-public session and seal the minutes; Roll Call Vote Yes 4-0.*

9:31pm *Brendan moved, seconded by Steve, to adjourn the meeting; Voted Yes 4-0.*

Minutes submitted by Sharon Sturtevant


Eddie Arnold


Brendan Denely


Steve Russo

Ed Perry

Brian Rater