



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
BOARD of SELECTMEN
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*Minutes
Board of Selectmen
Monday, September 19, 2011*

Selectmen Tad Putney, Clarence Farwell, Jack Flanagan, Darrell Philpot and Karl Dowling were present.

At 6:00 pm *Tad moved, seconded by Jack to go into non public session under RSA 91-A: 2, I, (a) (collective bargaining) and 91-A: 3, II, (c) (reputation). Voted yes 5-0.*

On returning to public session, *Tad moved, seconded by Jack to seal the minutes. Voted yes 5-0.*

Present were Loring Webster, Betty Hall, Helen Ballou, Buddy Dougherty, Dennis Skey and Hattie Bernstein.

The meeting opened with the Pledge of Allegiance.

Minutes

Clarence moved, seconded by Jack to approve the 3 non public session minutes of September 12th. Voted yes 4-0; Darrell abstained.

Karl moved, seconded by Jack to approve the public session minutes of September 12th. Voted yes 4-0; Darrell abstained.

Warrants

The Selectmen approved Warrant #51 in the amount of \$67,420.94 and payroll warrant in the amount of \$44,571.02.

NH Retirement System

Tad noted an email from the NHRS that we should receive approximately \$1,700 by the end of the month as part of the State Allocation to Political Subdivisions.

Finance Committee

Jack moved, seconded by Clarence to appoint Rick Pocklington as a member of the finance committee until March Town Meeting 2012. Voted yes 5-0.

2012 Budget

Rena asked the selectmen what the departments should use for gas and diesel prices in their budgets for 2012. The Selectmen agreed to budget \$3.75 for gas and \$4 for diesel for now.

August 28th Storm

Wes Whittier, Bill Quigley and Charlie Corey were present. **Tad** said he met with Bill Quigley, Charlie Corey, Wes Whittier, Scott Knowles and Jerry Farwell on Friday in preparation of the storm expected on Sunday. **Wes** said we dodged a bullet as the storm was mild compared to what was expected. He said they started to prepare a week in advance having sandbags and generators ready. They had ambulance, fire, BERT members and extra police patrols available on Sunday. Sheryl Corey and her crew had food available. **Wes** said a Code Red message was sent out. He said the public needs to call PSNH when their power goes out. **Tad** suggested including the number for PSNH in the Code Red message. **Wes** said he can only put on a 2 ½ minute message. He said it was a good dry run for a real emergency.

Purchasing Policy

Darrell explained he went to the LGC website and found about 13 sample purchasing policies as a starting point to come up with the draft of the policy. He said we have 8-10 vendors that we should get formal bids. **Darrell** said he's heard that the selectmen don't trust people but it's not about trust. He said a policy sets expectations for both the seller and purchaser. **Jack** said this policy was not on the list of recommended policies from the auditors. **Tad** said the auditors recommended we adopt a policy for code of ethics, investment policy and anti-fraud which we have done. They also recommend a policy on credit cards, disaster recovery and accounting policies and procedures. **Chief Quigley** said he has seen policies with purchase orders starting at \$2,000 or \$2,500. **Charlie Corey** said this board of selectmen may read the policy one way and a future board another way. **Darrell** said at least a future board will have a starting point. **Rich Vertullo** said it makes sense but the recreation commission has had the same person doing the ball field maintenance for over 10 years. They have a relationship with that person and it works. **Darrell** said he feels a vendor knows what the customer wants and can be competitive. **Rich** said they are volunteers and this will be more work. **Russ Heinselman** said there are separate accounts from town monies, i.e. Grove, Revolving and Conservation Commission. He asked what entities this policy would cover and how will it be done. **Loring** said he's hearing a lack of flexibility. If a department has a vendor in place they can ask the selectmen to waive the requirement for 3 bids. **Tad** reiterated what he said last week. If we had used a design build for the sidewalks it would have cost us \$65,000. Because of bidding requirements of the federal government the project cost was \$111,000. **Russ** said everything the selectmen purchase over \$500 would have to go through the informal bidding process. He said this wasn't drafted for Brookline. **Dennis** said we probably have 5 lawn maintenance businesses in town but we don't give the next generation a chance to bid on a project. **Chris Adams** asked why it's so burdensome if we need it on paper. **Betty Hall** said we need a purchasing policy on paper especially when we elect different people each year. **Buddy Dougherty** said Brookline has been at it for over 200 years and we do a good job at it. **Darrell** said he was elected to the Board to make the town better in the future and believes we can make it better. **Jack** said there are some things in the policy that need to be tweaked. **Darrell** said this starts as a baseline. **Sue Adams** said people have taken it personally. She said we need to start lower and separate emotions out. She doesn't want people to feel unappreciated. **Judy Cook** said doing business with a certain vendor such as the recreation commission should put it in a contract.

Transparency Committee

Karl asked if the committee should include the police website. **Tad** said they should focus on the town website.

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Gen. Business

Tad said he and Jack met with Chief Quigley, Hattie Bernstein, Jonathan Van Fleet (editor of the H/B Journal and Chief Sartell of Hollis for about 1 ½ hours. Hopefully good things will come out of the meeting.

Meeting adjourned at 8:15 pm.
Minutes submitted by Rena Duncklee.

Tad Putney

Clarence L. Farwell

Jack B. Flanagan

Darrell Philpot

Karl D. Dowling