



**TOWN OF  
BROOKLINE, NEW HAMPSHIRE  
BOARD of SELECTMEN  
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*Minutes  
Board of Selectmen  
Monday, August 15, 2011*

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

**Non Public Session – 6:15 pm**

*Tad moved, seconded by Clarence to go into non public session under RSA 91-A; 3, II (a) (investigation). Voted yes 5-0.*

On returning to public session at 6:45 pm *Tad moved, seconded by Karl to seal the minutes. Voted yes 5-0.*

Present were Pat Lynch, Chris Adams, Dennis Skey, Helen Ballou, Jerry Farwell Maurice Marshall, Betty Hall, Hattie Bernstein, Bill Quigley, Charlie Corey, Chris St. George, Scott Knowles, Ann Somers and Loring Webster.

The meeting opened with the Pledge of Allegiance.

**Public Input**

**Pat Lynch** asked about the article in the Telegraph about the domestic violence issue with Chief Quigley's son. **Tad** said Rena retrieved some letters from 1998. When the selectmen received a letter from an attorney representing a resident of Brookline requesting a copy of the Police Manual, they consulted with town counsel. Town counsel determined some policies and procedures needed to be non public. One example is the procedure for bank robberies. If the robber knew the procedures, they would have an advantage over the police department. Domestic Violence is another that town counsel recommended be non public. Tad asked Chief Quigley if policies can be separated from procedures so that the policy can be public information but the procedures remain non public. **Chief Quigley** said he would work on separating them.

With regard to the newspaper article and whether the chief violated any procedures, Tad said the selectmen will request that the State Police conduct a 3<sup>rd</sup> party investigation. **Betty** said it would be helpful for the selectmen and others to attend a seminar on how to do policies.

**Karl** said the Transparency Committee is meeting at the town hall on Friday at 7:30 am.

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*Jack moved, seconded by Clarence to approve the 4 sets of non public session minutes of August 8<sup>th</sup>. Voted yes 5-0.*

*Jack moved, seconded by Karl to unseal the minutes of August 8<sup>th</sup> relating to Officer Pelletier. Voted yes 5-0.*

*Karl moved, seconded Clarence to approve the public session minutes of August 8<sup>th</sup>. Voted yes 5-0.*



**Warrant**

The selectmen approved Warrant #45 in the amount of \$43,148.97.

**Police Union**

**Tad** reported the union members have withdrawn their grievance since the two policy changes were made last week.

**Charter Franchise Agreement**

**Darrell** said subscriptions are down and the only other provider is Comcast. He said he would like free internet access for public buildings in the agreement and will talk to Rosie and Chris. Later in the evening Rosie Rosenberg, Dave Partridge and Chris St. George arrived. **Chris** said internet access is not included in the franchise fees that the town receives. She said we're getting more in the new Agreement than we got before. **Chris** said the northwest corner of Brookline will get service which is 1.5 to 2 miles more. We'll also get additional drops in more buildings such as the safety complex, fire station and library. **Rosie** said internet and phone service is not covered in the Agreement. Rosie said they would ask about free internet access.

**2012 Budgets**

**Tad** passed out a proposed worksheet for use by the highest budgets, Police, Fire, Highway and Sanitation departments. The worksheet includes what items are essential and what is discretionary. **Chris Adams and Betty Hall** of the Finance Committee and **Darrell** liked the form. **Jack** asked what is considered discretionary vs. essential. **Tad** said he would consider something essential if it would cost \$1 today but \$2 tomorrow. Fire Chief **Charlie Corey** said it seems like more paperwork. He said they wait until the end of the year for some expenditures as a structure fire would be expensive. Charlie said a finance committee member should go to the fire and police stations, etc to see what they do. **Scott** said they spend a lot of time on the CIP and if it's not considered essential, it's put off. **Darrell** said the information will help the selectmen manage the budget. **Betty** asked why we don't do an inventory of our property.

**Fire Inspections**

**Tad** noted the article in the paper about Merrimack doing fire inspections. **Charlie** said if anyone calls, Scott will go out but he can't enforce any code violations. **Scott** said he's getting information from Merrimack and Hudson tomorrow.

**Road Agent – 2011 Price List**

**Dennis Skey** said the rates billed to the town are higher than the price list. **Jerry Farwell** thanked him for bringing this up.. He said when fuel went up \$.80 per gallon he went up on his prices. Jerry said the new price list didn't get sent to Rena. **Dennis** said typically towns put out a contract and can't change the prices because of increases. **Tad** said the price list states that the prices are subject to change. **Jerry** said he's been plowing since 1985. If his men have to plow during the night, he pays them for a 4 hour minimum. If Jerry goes out during the night he doesn't charge overtime. Jerry said if the men work over 40 hours a week, they get paid overtime. He said between 7 am and 3 pm is regular pay. Between 3 pm and 7 am, its overtime if they work over 40 hours. **Jerry** said he has suggested that the town put money away for a future highway department. **Dennis** said on invoice 3325 Jerry paid 22 hours of overtime and the hours were between 7 am and 3 pm. **Jerry** said he would check on the invoice and if a



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mistake was made, he will correct it. He said he only charges overtime on labor, not equipment. **Jerry** said he purchased a snow blower for \$10,000 after trying one in Hollis. He said it saves a lot of time. **Tad** said Mason pays their road agent \$51,000, plus full benefits. **Jack** said Hollis DPW paid their man \$79,000 plus benefits. **Darrell** said he's concerned with the level of service. **Jack** said he remembers when a woman on Old Milford Road had an aneurism during a snow storm. He said Clarence got up to plow the road so the ambulance could get through. **Helen** said the majority of Jerry's employees live in Brookline and they're dependable and do a good job. **Darrell** said the Policy is good but would like to add a level of service. **Tad** will work with Jerry to add language on overtime and notify the selectmen of any price changes. When asked if Jerry has a schedule of roads, Jerry said he has a book listing all the roads and when he works on them. **Dennis** asked why that book isn't in the town hall. **Jerry** said he doesn't have an office in the town hall. **Betty** said we need consistency to weigh the advantages of a road agent vs. public works department. **Tad** said he served on a committee about 4 years ago to look at road agent vs. highway department. It was determined at that time to stay with a road agent. Tad said if the finance committee wants to look at updating the analysis, they should.

### **Fraud Policy**

The selectmen reviewed the Fraud Policy drafted by Darrell. The selectmen agreed to add the Board of Selectmen as another option to report possible fraud as well as the Police Department. **Tad** will make changes for review next week.

### **Purchasing Policy**

**Clarence** said he'd like another week to review the policy. Rena will send the proposed policy to department heads for their review and input by August 26<sup>th</sup>.

### **Transfer Station**

**Tad** asked about the cover over the construction debris container. **Jerry** said he's looking at the alternative of sinking the dumpster so residents can easily dump the scrap metal.

**Jerry** said the SRLD is bringing in another compactor for mixed paper. The town will pay for the wiring and excavation. He said our recyclables are revenue to the town but anything in the trash compactor costs us approximately \$70 per ton.

**Dennis** asked about mainstreaming. **Jerry** said Milford and Merrimack are having problems with mainstreaming. **Maurice Marshall** reiterated that the more we recycle the more money the town saves.

**Ann Somers** asked how the schools do in recycling. **Jerry** said they do well.

### **Cross Rd/Rte. 130 Intersection**

**Tad** said he received a call that the DOT wants to look at the sight distance and the bushes at the intersection.

### **Conservation Commission**

**Tad** reported that the CC adopted the Code of Ethics. He said there will not be a Milfoil treatment at Lake Potanipo this summer. The divers have been pulling the Milfoil from the lake.

Tad said the CC is interested in the Flannery property as it is. He said they received a management plan from Craig Birch for logging the land behind Melendy Pond. The consensus (though not based on a formal vote) was that any revenues from logging will go to the general fund.



**Safety Complex Police Addition**

**Jack** said Charlie Bass is following up with people in Washington on any stimulus money that may be available for the police addition.

**Monius Property – H-42**

**Jack** said his wife is unable to appraise the Monius property right now.

**Clarence** said Randy Haight said he could estimate the number of building lots on the Monius property for about \$500. Tad, Clarence, Karl and Darrell said yes. Jack said no, he doesn't want to spend the money.

**Town Administrator**

**Jack** said he talked to the Hollis Town Administrator. A meeting will be scheduled for the Hollis selectmen to come to one of our meetings.

**School Board**

The selectmen will attend the school board meeting on August 23<sup>rd</sup>.

**Non Public Session**

*Tad moved, seconded by Jack to go into non public session under RSA 91-A, 3, II (c) (reputation).*

*Voted yes 5-0.*

On returning to public session at 6:45 pm *Tad moved, seconded by Clarence to seal the minutes. Voted yes 5-0.*

**Gen. Business**

Approved warrants for payment.

Meeting adjourned at 9:25 pm.

Minutes submitted by Rena Duncklee.

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Tad Putney

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Clarence L. Farwell

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Jack B. Flanagan

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Darrell Philpot

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Karl D. Dowling