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**TOWN OF  
BROOKLINE, NEW HAMPSHIRE  
MELENDY POND MANAGEMENT COMMITTEE**

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

<http://www.brooklinenh.us>

*Minutes*

*Melendy Pond Management Committee (MPMC)  
Tuesday, October 26th, 2021*

Attendees at the in person meeting were members Eddie Arnold, Randy Haight, Susan Holroyd and Tom Solon along with Town Administrator Tad Putney.

**Eddie** called the meeting to order at 6:30pm.

**Minutes**

*Tom moved, seconded by Susan, to approve the public and non-public minutes from the August 31st meeting as written; Voted Yes 4-0.*

**Update on Payment of Rent Due October 1st**

**Tad** said one rent payment that was due October 1<sup>st</sup> has not been received. He said he received a call from the individual saying the full rent payment will be made the first week in November. **Eddie** asked if the lease provides for a late payment charge. **Tad** said no. He said one other tenant has not paid annual rent for 2020 and 2021.

**Update on Revolving Fund**

**Tad** shared the 2021 activity report for the Melendy Pond Revolving Fund. He said the balance is just under \$100,000. **Eddie** asked how many primary structures currently exist. **Tad** said 23.

**Review Legal Invoice**

**Tad** said we received an invoice for September charges related to legal work from Cronin Bisson & Zalinsky. **Tom** asked if **Tad** any issues with the invoice. **Tad** said no. *Tom moved, seconded by Randy, to approve payment of the invoice in the amount of \$1,158.25; Voted Yes 4-0.*

**Review Sublease Documents for 2 Ninth Street**

**Tad** shared the signed documents that were received from the primary tenant and noted that the Affidavit of Legal Residence stated the Melendy Pond address was the subleasees permanent address. *Tom moved, seconded by Randy, that a letter be sent to the primary tenants letting them know that the people occupying the structure are claiming, in a notarized document, the Melendy Pond address as their permanent residence, which violates the lease, to provide a copy of the document, cite the relevant lease language, and advise that their lease gives them 30 days to cure the default; Voted Yes 4-0.*

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**Review Draft Annual Letter to SAU**

Members reviewed the draft letter and agreed on an edit. **Tad** will send out the letter.

**Potential Warrant Article for March 2022**

**Eddie** and **Tad** provided a re-cap of the Selectboard's guidance to the committee regarding a potential warrant article. **Tom** said the committee can draft an article to have in the event a petition warrant article is submitted for town meeting. **Tad** said the Selectboard could also put forth a warrant article if it wanted or if the committee recommended it. **Tad** shared the draft warrant article language and a spreadsheet that showed potential payments by tenants should they sign new leases in 2022. It was agreed that anyone who signs a new lease would need to pay the higher rents that were charged in 2020 and 2021 out of fairness to those who signed leases in 2019, plus an additional fee. **Eddie** suggested changing the "late payment penalty" to "delayed signing fee". **Tom** suggested that a flat dollar amount be used rather than a percentage and said he thought \$1,000 was a good amount. **Susan** agreed. It was agreed that **Tad** will update the warrant article language and spreadsheet, as discussed, and circulate them to committee members. ***Randy moved, seconded by Susan, to approve the drafted warrant article, as amended, and to share it and the updated spreadsheet with the Selectboard; Voted Yes 4-0.***

**Other Business**

**Tom** wanted to know if we should do anything about items at the property with the lease that expired in September. He said there are swings at the location and a section of dock. **Eddie** said we could put up no trespassing signs. **Tom** asked if steps had been taken to make areas more available for public use and if forestry management/logging had been pursued. **Eddie** suggested reaching out to the conservation commission about their plans for forestry management in the area. He said he would bring it up with the Selectboard representative to the conservation commission.

**Confirm Next Meeting**

Members confirmed the next meeting will be on Tuesday, November 30<sup>th</sup> at 6:30pm.

***7:34pm – Eddie moved, seconded by Tom, to go into non-public session per RSA 91-A:3 II (c) reputation; Roll Call Vote Yes 4-0.***

***7:42pm – Eddie moved, seconded by Susan, to come out of non-public session and seal the minutes; Roll Call Vote Yes 4-0.***

Meeting adjourned at 7:43pm.

Minutes submitted by Tad Putney.