



**TOWN OF  
BROOKLINE, NEW HAMPSHIRE  
SELECTBOARD**

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*Minutes  
Selectboard  
Monday, January 24, 2022*

Selectboard members present: Drew Kellner, Eddie Arnold, Brendan Denehy, Dana Ketchen, and Steve Russo along with Town Administrator Tad Putney. Finance Committee members present: Cindy LaCroix, Adam Goff and Brian Rater (by phone). Also attending: Peter Webb.

**6:30pm Drew** opened the meeting with the Pledge of Allegiance and reviewed the rules for hybrid meetings.

**Public Input**

**Drew** announced that **Tad** will be retiring this summer and thanked him for his ten years of service as Town Administrator. He said **Tad** has brought the town to a whole new level in governing and wished him well in his retirement. **Drew** pointed out that **Tad** will still be around to assist with the transition to the new town administrator.

**Approve Minutes**

*Dana moved, seconded by Steve, to approve the public minutes from the Monday, January 10<sup>th</sup>, Thursday, January 13<sup>th</sup>, and Friday, January 14<sup>th</sup> meetings as written; Voted Yes 4-0-1, Drew abstained. Dana moved, seconded by Eddie, to approve 7 sets of non-public minutes from the Monday, January 10<sup>th</sup> meeting as written; Voted Yes 4-0-1, Drew abstained. Dana moved, seconded by Eddie, to approve the non-public minutes from the Thursday, January 13<sup>th</sup> meeting as written; Voted Yes 5-0. Eddie moved, seconded by Dana, to approve the non-public minutes from the Friday, January 14<sup>th</sup> meeting as written; Voted Yes 5-0. Brendan said that the non-public meetings on January 13<sup>th</sup> and 14<sup>th</sup> were for department head annual evaluations. Drew said we should consider unsealing the non-public minutes from January 13<sup>th</sup> and 14<sup>th</sup> at the next meeting, since they were generic in nature, but keep the actual review part sealed.*

**Sign Warrants for Payment**

*Brendan moved, seconded by Dana, to approve Accounts Payable Warrant #3 in the amount of \$140,019.38, Payroll Warrant #4 in the amount of \$69,330.63, Public Works Project Warrant #10 in the amount of \$486.00, and Police Detail in the amount of \$210.00; Voted Yes 5-0.*

**Filing Period for Public Offices**

**Drew** said the filing period for public offices closes on January 28<sup>th</sup> at 5:00pm and he read the list of open seats, which is also posted on the town website. He said the nomination forms can be obtained from the Town Clerk's office.

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**Announce Receipt of Two Petition Warrant Articles for Town Meeting**

Drew read two petition warrant articles that had been submitted for town meeting:

1. *"Shall the town modify the Standard and Optional Veteran's Tax Credit in accordance with RSA 72:28 II from the current tax credit of \$500 per year to \$750?"*
2. *"Shall the town decide the planning board shall be elected according to the procedure in RSA 673:2, II(b)(2), where a new member is elected when the term of an appointed member expires, until each member of the board is an elected member?"* Tad noted the Town Clerk had verified each petition had been signed by at least 25 Brookline registered voters.

**Renewal of Performance Guarantee for Countryside Drive**

*Dana moved, seconded by Steve, to approve the Planning Board's recommendation to renew the performance guarantee for Countryside Drive in the amount of \$78,000; Voted Yes 5-0.*

**Discuss Potential Mask Mandate in Town Facilities**

*Steve moved, seconded by Brendan, to implement a mask mandate in all town facilities; Voted No 3-2, Brendan and Steve Voted Yes.*

**Fourth Quarter Ambulance Report with Chief Stewart**

Chief Stewart reviewed his fourth quarter ambulance report with the Board.

**Review 2022-2027 Capital Improvements Plan**

The Board reviewed the latest Capital Improvements Plan, which had recently been approved by the Planning Board.

**7:00pm - Annual Budget Hearing**

**Police Dept - Chief Quigley - Proposed 2022 budget: \$1,012,951**

Increase due to annual raises of 2.9% for union members and 4.5% for non-union members; \$1,000 added to education incentive for officers with degrees and \$2,500 to satisfy the balance of a \$5,000 sign-on bonus; \$6,500 added to "Communications" to complete the split of radio frequencies with the ambulance service; \$18,244 added to "New Cruisers - Lease Program" for payment on a new cruiser.

**Pest Control – Chief Quigley – Proposed 2022 budget: \$200**

**Ambulance – Chief Stewart – Proposed 2022 budget: \$315,897**

Increase due to \$11,200 for the replacement of expiring AED's in all town buildings; "Salary" line increased to incentivize weekend coverage for BAS members as opposed to hiring a part-time employee. This results in withdrawing a previously proposed warrant article to hire part-time staff.

**Highways, Streets & Bridges – Mike Wenrich – Proposed 2022 budget: \$792,923**

Increase due to "Stocked Material" and "Facility Maintenance" for 2022; "Communications" added for the phones; "Fuel" increase due to department growth.

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**Mike** discussed the three public works-related warrant articles:

**Warrant Article #5:** To raise and appropriate \$52,740 (for seven months of 2022) to hire a third full-time public works employee. It was noted that if this warrant article passes, the 2022 operating budget will be reduced by \$42,500.

**Warrant Article #18:** To reclassify Ten Rod Road from a Class V road to a Class A trail.

**Warrant Article #8:** To establish a public works revolving fund, which will allow for more flexibility than the current capital reserve fund that limits spending to “equipment”.

**Sanitation – Mike Wenrich – Proposed 2022 budget: \$390,925**

Increase due to “Souhegan Regional Landfill District” contract increase; rise in “Construction Debris” costs; increase in “Attendant Salaries” for added hours worked.

**Recreation Commission – Tad Putney – Proposed 2022 budget: \$43,750**

Increase due to rise in “Ball Park Maintenance” costs by \$400; increase in “Park Improvements” as \$2,000 to be spent on mulch and sand required for playground safety. **Peter Webb**, on behalf of the Historical Society, offered to fix the broken plexiglass on the concession stand building at the Frances Drive Ballpark. His offer was gratefully accepted.

**Economic Development – Tad Putney – Proposed 2022 budget: \$1,500**

Increase due to higher postage costs for “Newsletter/Mailings”.

**Patriotic Purposes – Tad Putney – Proposed 2022 budget: \$11,400**

Unrealistic comparison with last year costs due to cancelling 2020 fireworks and applying the down payment to the 2021 fireworks costs, plus refund in 2021 due to mishap with fireworks display. **Tad** noted an actual 9% increase for the 2022 July 4<sup>th</sup> show; noted the addition of \$400 for “Purple Heart Community Signs”.

**Personnel Administration – Tad Putney – Proposed 2022 budget: \$709,901**

Increase due to increase of the town’s percentages for NH Retirement System effective July 2021 through July 2023; increase reflects the full year of 2022 at the higher rates.

**Debt Service – Tad Putney – Proposed 2022 budget: \$350,128**

**Tad** noted the increase is due to the addition of the 20-year bond payment for the public works building. He said it was designed so we only pay interest for the first two years and the beginning of principal payments will coincide with paying off the existing Safety Complex bond.

**Communications – Tad Putney – Proposed 2022 budget: \$129,016**

Contract for dispatching services has a 3% annual increase. **Tad** noted 2022 is the second year of a three-year contract with Hollis Dispatch.

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**Cemeteries – Brian Rater – Proposed 2022 budget: \$20,000**

Increase due to needed tree work and monument repairs.

**Tad** asked that the “Executive” budget be deferred to Tuesday night’s budget hearing. The Board agreed.

8:38pm *Eddie moved, seconded by Brendan, to recess the Budget Hearing until Tuesday, January 25<sup>th</sup> at 7:00pm; Voted Yes 5-0.*

8:39pm *Drew moved, seconded by Eddie, to go into non-public session per RSA 91-A:3 II (c) reputation and (l) legal; potentially others; Roll Call Vote Yes 5-0.*

9:38pm *Drew moved, second by Eddie, to come out of non-public session and seal the minutes; Roll Call Vote Yes 5-0.*

9:38pm meeting adjourned.

Minutes submitted by Sharon Sturtevant.

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Drew Kellner

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Eddie Arnold

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Brendan Denehy

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Dana Ketchen

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Steve Russo