



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
SELECTBOARD**

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*Minutes
Selectboard
Monday, November 28, 2022*

Selectboard members present: Eddie Arnold, Brendan Denehy, Dana Ketchen, Steve Russo, and Ed Perry along with Town Administrator Scott Butcher. Also present: Finance Committee members Brian Rater, Tracey Perry and (Cindy Lacroix via Zoom).

6:15pm **Eddie** opened the meeting. ***Eddie moved, seconded by Brendan, to go into non-public session per RSA 91-A:3 II (b) hiring; Voted Yes 5-0.*** 6:32pm **Brendan moved, seconded by Ed, to come out of non-public session and seal the minutes; Voted Yes 5-0.**

Introduction of New Police Officer

Police Chief Quigley introduced our newest police officer, accompanied by his family, who was just appointed tonight by the Selectboard, from Delray Beach Florida, certified **Officer Brian Lopez** who will be officially sworn in by the Brookline Police Department tomorrow. **Bill** said we are very excited to have **Brian** join us, he is a very compassionate, very nice human being and will fit very well into our small town.

Eddie led with the Pledge of Allegiance and read the ground rules for hybrid meetings.

Public Input and Announcements

Eddie read a letter addressed to **Master Patrol Officer David Torrisi** from **Police Chief Bill Quigley** commending him for his professionalism and the manner in which he handled the scene and overall tasks when dispatched to a call last week where a subject had been shot while driving his vehicle. **Eddie** read two letters to **Police Chief Hoebeke** of the Hollis Police and **Police Chief Sartelle** of the Townsend Police commending their departments for assistance with the shooting. **Eddie** read a memo from **Ambulance Chief Jeffrey Stewart** announcing the department distribution of AED's. **Brendan** reminded everyone about the Christmas Tree Lighting, Community Church Christmas Fair and Friends of the Library Bake sale on Sunday Dec 4th.

Approve Minutes

Brendan moved, seconded by Steve, to approve the public minutes from the Monday, November 14th meeting as written; Voted Yes 5-0. ***Brendan moved, seconded by Ed, to approve the non-public minutes sets 1 & 6 from the Tuesday, November 1st meeting as amended; Voted Yes 5-0.*** ***Dana moved, seconded by Brendan, to approve non-public minutes from the Monday, November 14th meeting as written; Voted Yes 5-0.***

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Sign Warrants for Payment

Dana moved, seconded by Steve to approve Accounts Payable Warrant #47 in the amount of \$232,703.68, Payroll #48 in the amount of \$74,662.75, Police Detail in the amount of \$420, Elected Official Stipends in the amount of \$39,450 and Fire Call Stipends in the amount of \$54,584.86; Voted Yes 5-0.

Discuss Fire Department 200th Anniversary Celebration Funding

Scott said **Fire Chief Corey** has requested \$5,000 from the funds left over in the Brookline 250th Anniversary Fund account to begin planning the 200th Anniversary of the Brookline Fire Department in 2026. **Eddie** recommended the Selectboard create a separate Fire Department 200th Anniversary Fund and a separate USA 250th Anniversary Fund and rename the current 250th account for “General Town Celebrations” in the future with warrant articles at town meeting. **Brendan** said we have enough time to wordsmith exactly what **Eddie** explained once we look at the language around the current fund that exists, and the amount in it. The Board is unanimously in favor of the 5K for the Fire Department.

Cover Picture for Town Report

Eddie said **Ann Somers** reached out to him over the weekend asking if we will be accepting photo submissions for the front cover of the town report. He suggested a deadline of Jan 1, 2023, if the Board agrees. **Brendan** suggested the scouts for voting on the winner.

Discuss Finance Committee 2023 Stipend Recommendations

Brian reviewed the stipend survey results from the Finance Committee. He said one of the take-aways from doing the survey is we have great volunteers who are not doing this for the stipend, they see it more as a thank you. He said another take-away is the Welfare Director position has increased considerably and we are very lucky to have the person we do, but we should be thinking of it becoming a part-time position at some point. **Scott** said he recommends the Deputy Treasurer receive an annual stipend. **Brian** asked is this a part of her job as an employee with additional duties, or something outside of it. He said he will include the Deputy Treasurer stipend when he corrects a few miscalculations in the document and resend to the Selectboard. **Eddie** said we will hold off on a decision until we receive the amended document and at that time decide if the Deputy Treasurer will receive a salary increase or a stipend.

7:07pm Preliminary 2023 Budget Reviews

7:08pm **Brian** called the Finance Committee meeting to order.

Planning & Zoning - Michele Decoteau Proposed 2023 \$68,237 Possible Webcam w/microphone for Michele’s computer.

Economic Development Committee Michele Decoteau Proposed 2023 \$4,500

Cemeteries – Brian Rater Proposed 2023 \$30,000. Dana moved, seconded by Eddie, to reduce the proposed budget to \$24,700; Voted Yes 5-0. Scott said this should be part of a department budget instead of a single line item that gets deposited to a trust

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fund account. He said any activity from this account needs to be approved by the Cemetery Trustees and then the Trustees of the Trust funds. **Scott** said we need to streamline this process.

Personnel Administration - Scott Butcher Proposed 2023 \$720,501

Executive – Scott Butcher Proposed 2023 \$265,388

Debt Service Scott Butcher Proposed 2023 \$431,316

8:07pm Finance Committee Adjourned

Eddie said he was talking with some part-time town employees about proposed part-time regular positions that earn sick time.

Town Hall Structural Analysis Report

Scott reviewed the structural analysis report from Team Engineering. He said there is leaking under the front portico with some rot, so it is a priority. He said they recommend stripping the front face off the building to replace the rot, but it won't be inexpensive. **Scott** said we could take a look at funding the capital reserve fund in preparation or put a WA in to take care of this issue now. **Scott** said they also recommend a full rehab to the building. He said one concern is the amount of people the third floor could actually hold is not the same as it was. **Dana** said she is pleased with the report. **Scott** said he can get estimates from contractors on the front portico. **Ed** said it might make sense to hold off until next year. **Scott** said maybe start the process in Aug 2023. **Brendan** said include in Selectboard report for town report. **Eddie** said also add to the CIP.

Discuss Solar Projects for Fire Station and Public Safety Complex

Brendan said HVAC is 60k, the next step is request for bids. **Scott** to get bids from Absolute and Ciardelli Fuel. **Eddie** said NHMA has a posting board. **Scott** said we can put it on the website or in the Telegraph. **Brendan** reviewed why the Fire Station and Safety Complex solar project scenarios are different. **Dana** said what is the usage for the Fire Station and how many panels and inverters. **Eddie** said it should be 30 panels based on the illustration. **Eddie** said the 24 Kilowatt is a better investment, the panels have generally a 20-year life. **Brendan** said he will ask for quotes from EEI. **Dana** asked **Brendan** about EEI's performance. **Brendan** said he would reflect on that and get back to the Board.

Board/Committee Updates

Brendan said Energy Committee owes report

Eddie SRLD Thurs Finalize Budget

Melendy Pond Finalize a new lease.

Dana Conservation Commission – Turkey Trot successful

Brendan said **Mark Fessenden** Historical Society to fix paint on cannon

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Other Business

Scott said Millyard Bank would like to discuss with the Selectboard and the Treasurer the town moving accounts to their bank. **Scott** said his concern is the size of their bank. TD Bank is a large multinational bank with outstanding support, Millyard has 3-4 branches.

Next Agenda

2023 Meeting Schedule
Annual Reviews
Evaluation Form Draft
Vacation Rollover Requests
Millyard Bank

Review Mail Folder

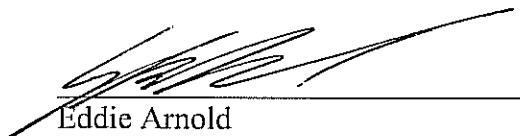
The Board reviewed the mail folder

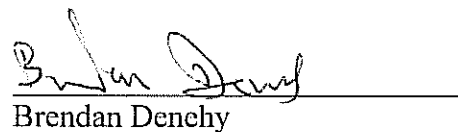
9:24pm Eddie moved, seconded by Brendan, to go into non-public session per RSA 91-A:3 II (c) reputation and (l) legal and potentially others; Roll Call Vote Yes 5-0.

9:45pm Eddie moved, seconded by Ed, to come out of non-public session and seal the minutes; Roll Call Vote Yes 5-0.

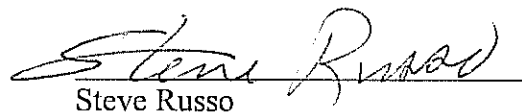
9:45pm meeting adjourned.

Minutes submitted by Sharon Sturtevant.


Eddie Arnold


Brendan Denchy


Dana Ketchen


Steve Russo

Ed Perry