



**TOWN OF  
BROOKLINE, NEW HAMPSHIRE  
SELECTBOARD**

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*Minutes  
Selectboard  
Monday, December 12, 2022*

Selectboard members present: Eddie Arnold, Brendan Denchy, Dana Ketchen and Steve Russo along with Town Administrator Scott Butcher. Also present: Steve Sacherski and Peter Webb.

6:30pm **Eddie** opened the meeting with the Pledge of Allegiance and read the ground rules for hybrid meetings.

**Public Input and Announcements**

**Brendan** said the Tree Lighting on December 4<sup>th</sup> went very well, and all the other events that day were well attended. He said **Jim and Vicki Pope** were the tree lighting honorees this year for all the volunteer work they do.

**Approve Minutes**

**Brendan moved, seconded by Steve, to approve the public minutes from the Monday, November 28<sup>th</sup> meeting as amended; Voted Yes 4-0.**

**Sign Warrants for Payment**

**Dana moved, seconded by Steve, to approve Accounts Payable Warrant #49 in the amount of \$3,862,566.20, Payroll Warrant #50 in the amount of \$84,765.68, and Police Detail in the amount of \$210; Voted Yes 4-0.**

**Review Town Report Cover Submissions**

**Eddie** said we have received one submission for the cover so far from **Ann Somers**. He said the deadline for submissions is Friday, January 6<sup>th</sup> and will be posted on the website. **Scott** said he will be getting bids for the publishing of the Town Report soon.

**Review 2023 Selectboard Calendar**

The Board reviewed the 2023 calendar. **Eddie** said Tuesday, March 14<sup>th</sup> will be voting day and Wednesday, March 15<sup>th</sup> will be the evening business portion of Town Meeting. (Snow Day March 16<sup>th</sup>).

**Discuss Acceptance of Eastman & Marjorie Drive**

**Dana moved, seconded by Steve, to accept Eastman Drive and Marjorie Drive as recommended by the Planning Board. Brendan amended the motion, seconded by Steve, to include keeping the maintenance bond in the amount of \$104,000 in place for the winters of 2022/2023 and 2023/2024; Voted Yes 4-0.**

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**Discuss Street Naming and House Numbering Ordinance Procedures**

The Board reviewed the town ordinance for the “Street Naming & Numbering System” that the Selectboard approved in April 2022, and the companion document “Street Naming & Numbering Procedure” submitted by the Town Planner. The Board tabled the discussion until the next meeting so everyone can review both documents.

**Identify and Discuss Warrant Articles for 2023 Town Meeting**

- Full Time Building Inspector.
- Fire Truck Replacement or Funding. (Check timeline).
- Planning Board Zoning Amendments. **Peter** suggested educating voters with a guide on-line and in pamphlet form explaining the amendments ahead of time.
- Town Hall Repair. **Dana** suggested that our Building Inspector review the Team Engineering report. **Eddie** suggested a warrant article first and if it fails use ARPA funds. **Dana** said she is not in favor of raising funds through taxation above funds we know we have that could be used. **Eddie** suggested combining funds needed for the repair with the Facilities Capital Reserve Warrant Article.
- Reappraisal Capital Reserve. (Check timeline to see if needed).
- Town Facilities Capital Reserve (Amount to be determined).
- Ambulance Expendable Trust (move donations).

**Department Head Reviews**

**Eddie** will combine Board and Department Head availability and create a schedule.

**7:00pm Meet with Millyard Bank President & CEO Frank Teas**

**Frank** said his organization is a three-year-old community bank at the state level, FDIC insured and capitalized by 250 local shareholders with 25,000,000 in capital. He said he is actively looking at an opportunity to move his bank into Brookline. **Scott** said we have a good relationship with our current bank with outstanding customer service and support, they are multi-national, and our treasurer has a comfort level established with them for multi-transactions. **Frank** said he appreciates the relationship side, it is Millyard Bank’s hallmark, along with the same banking technology, except for the investment side. **Eddie** said I’m not sure the town is looking to move at this time, but we wanted to give you the opportunity to discuss it with us and get your name out there to the residents to hopefully drum up business for you. He said everyone has been missing a bank in town and it would be nice to see one move in.

**Vacation Carry Over Requests**

**Eddie** said some requests have reasons that may need to be discussed in non-public session. He said we will determine which ones and review all at the next meeting. **Scott** said he has received all but a few requests. **Eddie** said the deadline for anyone who hasn’t submitted a request is Friday December 23<sup>rd</sup>.

**Heat Problem at Town Hall**

**Scott** said the new heating system has been intermittently working and has needed to be manually reset on several occasions. He said Kevin has a supplier call set up for tomorrow to troubleshoot the problem.

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**Dog Control Discussion**

**Scott** said he received a call from **Chief Quigley** regarding people calling about stray dogs and asking the police department to take care of it. He said we know longer have a place to bring them and we have no facility of our own. **Scott** said he and the chief agree that 90% of the time the dogs find their way home and at this point, unless it is a vicious dog the police are not going to respond because there is nothing they can do about it. **Scott** said that led to the question, do we need a facility of our own. He said **Bill** had a brief discussion with **Mike** about the possibility of doing something at the DPW facility, which would require a confined area (heated in the winter ) plus feeding and watering, so possibly eventually appointing an Animal Control Officer.

**Melendy Pond – New and Renewed Leases**

***Brendan moved, seconded by Steve, to allow the Chair to sign the “lease renewal” for 2 Ninth St on Melendy Pond, contingent upon review of required paperwork; Voted Yes 4-0. Brendan moved, seconded by Steve, to allow the Chair to sign the “assignment of lease” for lot 4/4A on Melendy Pond; Voted Yes 4-0. Brendan moved, seconded by Steve, to allow the Chair to sign the “camp lot lease agreement” for lot 4/4A on Melendy Pond; Voted Yes 4-0.***

**Legal Correspondence**

***Brendan moved, seconded by Steve, to make public, correspondence from our attorney Christopher Drescher dated December 12, 2022, with the rescission of information listed in the non-public minutes referenced. Brendan*** said to give this some context, at a previous meeting there was discussion about information that was said at a non-public meeting, the Selectboard asked the attorney to look at that to see if the information was in-fact, non-public and what the response to that should be, this is the letter that the attorney has provided, that references the non-public information. **Brendan** asked for it to be redacted before it is released to the public. **Dana** said the information you are referring to is public information. **Eddie** said this document is still privileged at this point, let’s table the discussion until the redactions are made. **Brendan** withdrew his motion and **Steve** agreed.

**Discussion With Building Inspector Regarding Expansion of Hours**

**Steve Sacherski** told the Board that **Stacey** works 5 hours per week for the Building Department and he reviewed her duties. He said hopefully we will get online permitting software but doesn’t know who will enter all the back log. He said they have reviewed three different software systems, but the biggest hurdle will be going through all the files. **Eddie** said if the warrant article passes **Steve’s** hours will be increased so he can be open 4 days a week and closed to the public one day for clerical. **Steve** said bump up clerical assistant to 10 hours a week. **Brendan** said let’s get **Steve’s** position to full time and then see where we are. **Eddie** said we need to decide on his wage, some discussion may have to occur in non-public to find a balance. **Steve** said he doesn’t feel he is getting 5 hours a week worth of work from **Stacey**.

**Board and Committee Updates**

**SRLD Eddie** updated the Board.

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**Energy Committee - Brendan** updated the Board on the solar project estimate “85k for 60 panels”. **Dana** suggested we get another estimate. **Brendan** will review the contract with EEI to see if that is allowed. He will talk to **Keith** and bring a proposal to the next meeting.

**Planning Board – Steve** updated the Board.

**Economic Development Committee – Steve** updated the Board.

**Old and New Business**

**Steve** said a person sent a letter saying they spent 30k lowering their well pump in the last four years and claiming that Skillings and two other companies said they will no longer service the area. **Brendan** said give a copy of the letter to the Planning Board.

**Next Agenda**

Solar Estimate

Building Inspector

Stipends final Report

Encumber Money

CIP Review

Wage Survey Peer Town Review

**Review Mail Folder**

The Board reviewed the mail folder

**Brendan** read a letter from **Police Chief Quigley**, commending the Ambulance and Fire Departments outstanding leadership in response to the recent shooting.

8:42pm *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 4-0.*


10:03pm *Eddie moved, seconded by Brendan, to come out of non-public session and seal the minutes; Roll Call Vote Yes 5-0.*


**Town Representatives in WFH Lawsuit.**

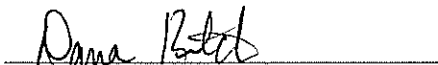
*Eddie moved, seconded by Brendan, to approve Tad Putney, Alan Rosenberg, and Eddie Arnold to provide depositions as representatives of the Town of Brookline in the Work Force Housing lawsuit; Voted Yes 4-0.*

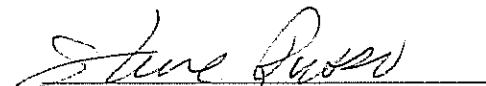
10:05pm meeting adjourned.

Minutes submitted by Sharon Sturtevant.

  
Eddie Arnold

  
Brendan Denchy

  
Dana Ketchen

  
Steve Russo