



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
SELECTBOARD**

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*Minutes
Selectboard
Tuesday, February 21, 2023*

Selectboard members present: Brendan Denehy, Dana Ketchen, Steve Russo, and Ed Perry, along with Town Administrator Scott Butcher.

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

Public input and Announcements

Robert Parodi, 11 Conneck Rd Brookline said he was here tonight to address the item on tonight's agenda "Town Counsel Opinion on RSA 91-A Violation". He said, as a member of the public, here is what he knows, and proceeded to read, in part, **Dana's** prepared statement that she read at the November 1, 2022, Selectboard meeting.

Brendan asked Mr. Parodi to refrain from reading the material that references the non-public session subject matter in question. Mr. Parodi said this is public information and continued reading, along with his prepared statement referencing several statements from recent Selectboard meetings and offering his opinion on the matter as he saw it. Mr. Parodi said he is a NH attorney and has been retained by **Dana** with respect to this matter and his response has been triggered by the actions of this Board. **Brendan** said if he is speaking as **Dana's** attorney, this is not part of public input, and needs to be addressed when we discuss the agenda item. Mr. Parodi said he was almost finished and went on to reference several statutes, site cases he felt were relevant, and offered his own legal opinion and advice to the Board. **Brendan** read an announcement from **Ambulance Chief Stewart** congratulating **Dee Joki** for successful completion of the NH Advanced EMT Program, she is now officially licensed and authorized to practice as a nationally recognized Advanced EMT, congratulations **Dee**!

Approve Minutes

Dana moved, seconded by Steve, to approve the public minutes from the Tuesday, January 31st, Monday, February 6th, Monday, February 13th, and Wednesday, February 15th meetings as written; Voted Yes 4-0. Steve moved, seconded by Ed, to approve 4 sets of non-public minutes from the Monday, Jan 30th meeting as written; Voted Yes 3-0-1, Dana abstained. Steve moved, seconded by Ed, to approve 2 sets of non-public minutes from the Tuesday, January 31st meeting as written; Voted Yes 3-0-1, Dana abstained. Steve moved, seconded by Ed, to approve 4 sets of non-public minutes from the Monday, February 6th meeting as written; Voted Yes 3-0-1, Dana abstained. Steve moved, seconded by Ed, to approve the non-public minutes from the Wednesday, February 15th meeting as written; Voted Yes 3-0-1, Dana abstained.

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Discuss Town Counsel's Opinion on RSA 91-A Violation

Brendan moved, seconded by Dana, to table this discussion until legal counsel is received; Voted Yes 4-0.

Dana said at the public meeting of the Selectboard held on Tuesday, November 1, 2022, she read from a prepared statement wherein she made a reference to a department head. She said she regrets making that reference and she apologizes for that.

Discussion with Conservation Commission Regarding Lot D-62

Dana moved, seconded by Steve, to change the date to March 6, 2023, on the purchase and sales agreement for Lot D-62; Voted Yes 4-0. Dana moved, seconded by Steve, to accept the addendum to the purchase and sales agreement for Lot D-62 to include the Town of Brookline's acceptance of responsibility for back taxes (if any) for the "lot 28" part located in Hollis; Voted Yes 4-0. The Conservation Commission agrees to pay for any back taxes if it comes to that.

Review Site Plan Application for F-004-3 Post Office Drive

The Board reviewed the application.

Discuss Melendy Pond Lease Option from Town Counsel

Scott said we have a Melendy Pond tenant who said they sent in their application for renewal of the lease by the deadline of December 31, 2022, but the town did not receive it. He said the same tenant signed a bridge lease in June and town counsel feels that shows good faith they intended to renew in December. Scott said the Melendy Pond Management Committee agrees with town counsel and is in favor of renewing their lease option. *Dana moved, seconded by Steve, to extend the "Melendy Pond Lease Option" based on the information from town counsel; Voted Yes 4-0.*

Road Acceptance Countryside Drive – Phase I

Scott said when accepting roads, we need a set of as-built drawings, a deed conveying the road to the town, and any easements that go with it. He said he spoke with attorneys from Primex and NHMA who agreed this would be prudent for the future and advised a public hearing should be held to accept roads going forward. Scott said we have in front of us Countryside Drive Phase I and Phase II that we should set a public hearing for and revisit Marjorie and Eastman Drives at that same hearing. Scott said we should confirm if the town voted to give the Selectboard the authority to accept roads, if they didn't, then roads would need to be accepted at town meeting every year. Brendan suggested Chris Drescher review this and come up with a draft for Brookline that also involves the Planning Board. Dana said at what point in the application process would the developer become aware of these rules. Scott said at the very outset going forward.

Housing Opportunity Grant

Scott said Michele applied for a Housing Opportunity and Planning Grant related to the ARPA funds, and we were lucky enough to be approved for \$24,200 in grant funds. *Dana moved, seconded by Steve, to accept the \$24,200 Housing Opportunity and Planning Grant and authorize Brendan to sign the agreement; Voted Yes 4-0.*

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Discuss Meeting Schedule Leading up to Town Meeting

Brendan said we have one more scheduled Selectboard meeting before Town Meeting and recommended we use that meeting to invite Peter Webb as Moderator to come in to discuss the structure of the meeting and review the final proposed budget amount. The Board scheduled an off-cycle meeting on Monday March 13th at 6:30pm as a place holder for any business that may arise before town meeting that needs to be addressed.

Town Credit Card Policy

Steve moved, seconded by Dana, to approve the Credit Card Policy as amended with "shall not exceed \$5k per department per month and 30k overall"; Voted Yes 4-0.

Board/Committee Updates

Planning Board - **Steve** updated the Board.

Conservation Commission – **Dana** updated the Board.

Any Other Old/New Business

There was none.

Review Items for Next Meeting's Agenda

Road Acceptance Hearing

Town Meeting Schedule

Review & Unseal Non-Public Minutes

Update on TAP 2 Sidewalk Project

Review Mail Folder

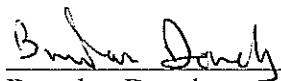
The Board reviewed the mail folder.

7:53pm *Brendan moved, seconded by Dana, to move into non-public session per RSA 91-A:3 II (c) reputation and (l) legal, potentially others; Roll Call Vote Yes 4-0.*

8:15pm *Brendan moved, seconded by Steve, to come out of non-public session and seal the minutes; Roll Call Vote Yes 4-0.*

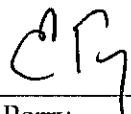
8:16pm Meeting adjourned.

Minutes submitted by Sharon Sturtevant.


Brendan Denehy

Dana Ketchen


Steve Russo


Ed Perry