



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
SELECTBOARD**

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*Minutes
Selectboard
Monday, July 10, 2023*

Selectboard members present: Eddie Arnold, Brendan Denehy, Steve Russo, Ed Perry, and Brian Rater, along with Town Administrator Scott Butcher.

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

Public Input and Announcements

Sharon thanked the Brookline Garden Club for voluntarily planting the lovely flowers in the planters at the Town Hall and at the intersection of Bond Street and Route 13 every year. **Ed** said there are more Library sponsored story times planned for July 24th at the Police Department, July 31st at the Fire Department and August 7th here at the Town Hall. **Brendan** said the Fourth of July Parade was a success. **Eddie** read a letter from Ambulance Chief **Jeffrey Steward** announcing **Brittany Wright** as our new Part-Time Emergency Medical Technician and BAS Member **Beth Williams** has been upgraded to Advanced Emergency Medical Technician status. Congratulations to both.

Approve Minutes

Steve moved, seconded by Ed, to approve the public minutes from the Monday, June 26th meeting as written; Voted Yes 5-0. Steve moved, seconded by Brian, to approve 6 sets of non-public minutes from the Monday, July 26th meeting as written; Voted Yes 5-0.

Approve Warrants

Steve moved, seconded by Brendan, to approve Accounts Payable Warrant #27 in the amount of \$3,073,655.87, Payroll Warrant #28 in the amount of \$79,635.61, and Police Detail in the amount of \$5,591.25; Voted Yes 5-0.

United States 250th Anniversary Celebration Discussion

Brendan and **Brian** will have a draft charter for the next meeting.

Website Upgrade/Replacement Recommendation

Scott reviewed quotes from website software and service vendors; Revize, Granicus, and Civic Plus. The Board will review and decide at the next meeting.

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Media/Public Communications Guide

Ed reviewed the media communication guide draft. The Board agreed that each dept should tailor their guide appropriate to policy applicable to their dept and submit it to the Selectboard for review. The Board will revisit this item at their next meeting.

Bond Street Bridge Project

Scott said the DOT will be going out to bid for the construction of the Bond St Bridge project in the fall, and we will need to decide if we need a warrant article to supplement the cost. **Scott** said we need to solicit construction engineers for the Board to approve at the next meeting. **Eddie** said he will look at firms we reached out to originally.

Town Meeting/Elections Equipment Materials Storage & Logistics

Scott said the SAU has asked that all election equipment being stored at CSDA be removed. He suggested cleaning and purging the mechanical room downstairs at Town Hall to store the equipment there. **Brendan** said the schools were built to hold elections and the shared responsibility for being able to keep the equipment there is appropriate.

Charter/Spectrum Contract Status

Scott said we are going on two years without a contract with Charter/Spectrum. He said both he and **Tad** have reached out to them on numerous occasions and have received no response, though we are still receiving revenue from cable fees per the terms of the original contract. **Scott** said this is not unusual behavior for these cable companies which puts the burden on us to complain to the FCC. He said it's time to renegotiate the contract, broadcasting should be high definition by now. **Eddie** said it's time to ask the FCC to allow us to go out to bid. **Scott** said some towns hire consultants to negotiate these contracts. The Board agreed to seek advice from Hollis NH and Pepperell MA.

Hawkers/Peddlers License-Power Home Remodeling Group LLC

Scott said this company sent in a check for \$100 with an application for each of their five salespeople to solicit for a week in town. The Board agreed each one of the hawkers owes \$100 to activate solicitation for a week.

Old/New Business

Old Business - Brian moved, seconded by Steve, to approve the name "Richards Road" for the new subdivision, recommended by the Planning Board; Voted Yes 5-0.

Old Business - Ed reviewed the schedule for department meetings.

New Business – The Board signed form MS232 for 2023.

Old Business - Brendan said Human Resource Policies and Salary Scales need to be reviewed this year.

Board/Committee Updates

Melendy Pond - Eddie updated the Board. **Brendan moved, seconded by Steve; for the Chair to sign the Lease Transfer for Lot 2/2A; Voted Yes 5-0.**

Planning Board - Steve updated the Board.

SAU Coop Energy Facilities Committee - Notice is hereby given by the Board to appoint Brendan Denchy to the COOP Energy Facilities Committee on July 24th.

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Review Next Meeting Agenda Monday July 24th

RFP Bond St Bridge

Media Guidelines – Dept walk throughs.

Dept Head Review Form

USA 250th

Website Update Decision

Election Equipment Storage

Review Mail Folder

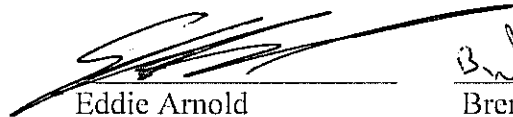
The Board Reviewed the mail folder.

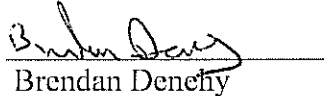
7:46pm *Eddie moved, seconded by Brendan, to go into non-public session per RSA 91-A:3 II (a) (personnel); (c) (reputation) and (l) (legal); potentially others; Roll Call Vote Yes 5-0.*

8:50pm *Eddie moved, seconded by Ed, to come out of non-public session and seal the minutes; Voted Yes 5-0.*

8:51pm *Ed moved, seconded by Brendan, to adjourn the meeting; Voted Yes 5-0.*

Minutes submitted by Sharon Sturtevant.


Eddie Arnold


Brendan Denchey


Steve Russo


Ed Perry


Brian Rater