



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
SELECTBOARD**

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*Minutes
Selectboard
Monday, November 6, 2023*

WORK SESSION

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

6:28pm **Eddie** opened the meeting.

Public Works Director Position

The Board discussed the specifics of the job description and job posting for the Public Works Director position. **Mike** recommended adding that a CDL-B driver's license as required. **Brendan** asked if there should be a maximum distance requirement that the new Director should live within in order to respond quickly to certain situations as they arise. After some discussion, the Board felt that they would rather not put a distance limit on what potential candidates could apply for the position. **Mike** stated that his official end date was November 17th.

The Board decided to post the position internally of November 7th and ^{externally} on November 15th per policy. There would be no firm deadline on when applicants to submit resumes/applications and instead place "Open Until Filled" in the job posting. This would allow flexibility in when the screening/interviewing process could take place.

Resumes/applications will be distributed to the full Selectboard for review. The first round of screening and interviews will be conducted by an Oral Board consisting of Eddie, Steve, Scott, Mike and an external advisor such as Amherst Public Works Director Eric Sloscek.

Transfer Station Holiday Pay

Mike asked the Selectboard if they would approve paying the Transfer Station employees Holiday Pay rates for this upcoming Saturday which is Veterans Day since other town employees get Friday off instead. The Board agreed.

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Hood Road

Mike stated that he would be receiving bids soon regarding the reconstruction and paving project for Hood Road. There was discussion on the timeline for the project with more surveying being done in 2024, final engineering in 2025 and construction occurring in 2026.

Future Staffing at Public Works

Mike reiterated his position that 2 to 3 employees need to be added to the staff to provide the right level of service to the community. There was discussion about the roles and responsibilities of new and existing employees including the roles of mechanic and a town facilities support person.

7:34pm *Eddie moved, seconded by Steve, to go into non-public session per RSA 91-A:3 II (a) personnel, (c) reputation; Roll Call Vote Yes 5-0.*

8:31pm *Eddie moved, seconded by Brian, to come out of non-public session and seal the minutes; Roll Call Vote 5-0.*

Town Hall Repairs Project

Scott updated the Board on the quotes received to make the water mitigation repairs to Town Hall. Morin Contracting Services has submitted a proposal for \$145,508 that includes reconstructing the basement wall on the Main Street side of the building that includes a spray foam barrier to limit water migration through the stone foundation. An interior perimeter drain will also be installed that will include the vault area and include a commercial-grade sump pump. Water collected will be pumped to one of two drywells to be installed outside of the building which will also collect water from the new gutter system to be installed by Old Time Slate Roofing for \$34,477.

Brendan was concerned about the timeline for getting the work done and whether it might interfere with the tree lighting on Dec. 3rd. **Eddie** wanted to understand more about the details of the option of adding an emergency high water outlet piping for \$7,906 from the two proposed drywells. The Board instructed **Scott** to get answers from Morin contracting on those issues.

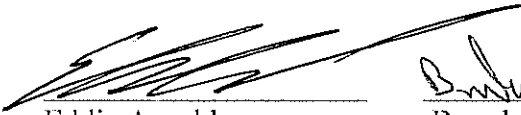
TAP Sidewalk Project Update

Eddie revisited the Board's concerns with the cost overruns and delays in the TAP sidewalk project. **Scott** stated that the completion date is still not set in stone. **Eddie** was disappointed that Dubois & King has not responded to the Selectboard's letter regarding the deficiencies in the design engineering D&K performed for the town. **Scott** said that NHDOT has raised concerns about the number of change orders required on this project, some of them as a result of D&K's errors. **Eddie** wants to follow up with D&K to have a discussion about what they should be reimbursing the town for

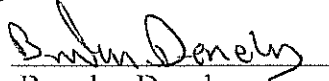
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8:49pm *Brendan moved, seconded by Brian, to adjourn the meeting; Voted Yes 5-0.*

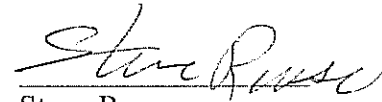
Minutes submitted by Scott Butcher.



Eddie Arnold

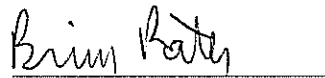


Brendan Denchy



Steve Russo

Ed Perry



Brian Rater