



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
SELECTBOARD**

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*Minutes
Selectboard
Monday, July 15, 2019*

Selectboard members present: Brendan Denehy, Eddie Arnold and Ron Olsen, along with Town Administrator Tad Putney.

Also present: Ann Somers, Loring Webster, Shawn Jackson, Mike Wenrich, Bill Quigley, David Coffey, Tom Solon and Brian Rater.

6:30pm **Brendan** opened the meeting with the Pledge of Allegiance.

Public Input

Brendan announced the passing of longtime Brookline resident and business owner **Eddy Whitcomb** noting he had served on the Selectboard, School Board and Planning Board and was a volunteer firefighter for the Brookline Fire Department for 26 years. **Eddie** announced the Fire Department BBQ is this Saturday and Sunday along with the Women's Club Blueberry Bash on Sunday.

Approve Minutes

Eddie moved, seconded by Ron, to approve the minutes from the Monday, July 1, 2019 meeting as written; Voted Yes 3-0. Eddie moved, seconded by Ron, to approve 6 sets of non-public minutes for the Monday, July 1, 2019 meeting as written; Voted Yes 3-0.

Sign Warrants for Payment

The Board approved Accounts Payable Warrant #27 in the amount of \$120,092.32, Payroll Warrant #28 in the amount of \$63,744.35 and Police Detail Payroll in the amount of \$1,837.50.

Public Information Discussed During Non-Public Evaluations

Brendan said the Board recently met with **Chief Jackson** and **Director Wenrich** to discuss their first full year of employment. He said that some elements of the discussions were of a public nature and he wanted to note them. He said when talking with **Mike**, we discussed: the possibility of using per diem employees, the initial plan to hire an employee in 2019 will likely occur in 2020, **Mike's** concern that road project work often requires more than two people for safety reasons, the goal to build a DPW facility that meets the needs of the Town for at least 20 years, and the continued objective of using refurbished vehicles.

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In referencing the Board's discussion with **Shawn**, **Brendan** said we discussed the new ambulance bids and how they were progressing and that one of the budget items coming up in the future is the replacement of radios.

Resignations

Brendan read the resignation letter from **Valerie Ogden** to the Selectboard, which was effective immediately. *Eddie moved, seconded by Ron, to accept Valerie Ogden's resignation from the Selectboard; Voted Yes 3-0.* **Eddie** read a thank you letter to be sent to **Valerie** from the Selectboard. **Brendan** reviewed the process of appointing a Selectboard member and suggested the Board ask for letters of interest by July 26th. This would allow the Board to publicly Notice any names at the July 29th meeting and then make the appointment at the August 12th meeting. **Brendan** read the resignation letter from **Keith Thompson**, cemetery trustee, effective Monday July 8, 2019. *Ron moved, seconded by Eddie, to accept Keith Thompson's resignation from the Cemetery Trustees; Voted Yes 3-0.* **Brendan** noted the appointment of a replacement cemetery trustee is made by the Selectboard.

Notice to Reappoint Dave Partridge as Alternate to Zoning Board of Adjustment

The Board gave notice of its intent to reappoint **David Partridge** as an Alternate to the Zoning Board of Adjustment at the next Selectboard meeting on July 29th.

Review Welcome Sign Letter to NHDOT

The Board reviewed and signed a letter to the NHDOT advising them of the desired installation of two "Welcome to Brookline" signs on Route 13 and accepting liability and responsibility for their maintenance. **Tad** said the signs will be installed within two weeks if the NHDOT has no objection.

Review Mail Folder

The Board reviewed the mail folder.

Mike Wenrich re Potential Road Resurfacing This Year

Mike said his preliminary plans for 2019 paving, pending bids, include three different approaches totaling about 2.3 miles:

- **Sweep, Seal, Sand, & Roll:** Hobart Hill Rd, Louis Dr, and Pope Rd.
- **Overlay:** Old Milford Rd from #168 to Route 13 and West Hill Rd from Wallace Brook up the hill.
- **Rebuild:** Rideout Rd. Reclaim the road, implement under drains, revitalize drainage swales, add gravel & stone, and re-pave.

Shawn Jackson re Update on New Ambulance Bids

Shawn said a committee narrowed the bids down to the lowest and also reviewed the submissions line by line, but it was still over the approved amount. He said they then separated the "must haves" from the "wants" and narrowed it down to bring it within budget. He said the committee recommended the AEV ambulance from Professional Vehicle Corp. **Mike** noted the DPW's plans to refurbish the 2005 ambulance and use it

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as a plow truck is expected to save taxpayers \$40,000-\$50,000. **Eddie moved, seconded by Ron, to accept the bid for a new AEV ambulance from Professional Vehicle Corp in the amount of \$249,638; Voted Yes 3-0.** **Shawn** said the delivery timeframe is 4-5 months once ordered and they have received no word on the grant yet.

Bill Quigley, Shawn Jackson, David Coffey re Safety Complex Renovations

David said our existing Emergency Operations Center (EOC) on the first floor is currently 120 square feet. He said instead of using the space on the second floor for more space, it would be more accessible to CERT and other groups using the space if we use a portion of the first floor utility room for an expanded EOC. He said it would involve framing two walls to create office space, insulating walls between the utility room and new office to reduce sound, relocating some sprinkler heads, running communication lines, and painting the existing concrete floor, which would leave the drain in case of overflow. He said it would increase the square footage of the EOC to about 225 square feet at an estimated cost of \$27,640. **David** said we would also be located next to the community room, keeping us close to the public when it is being used as a shelter during an emergency. **Shawn** said there are no changes to the ambulance side, so it is the same quote as we had previously. **Eddie** asked **Shawn**, since the EOC is now going to be on the first floor, is there a need to finish the ambulance side of the second floor at this time if it is not needed for 7-10 years. **Shawn** said the BAS needs proper storage for records containing confidential patient information. He said we will also need his and her bunk rooms and a day room if staffing changes in the future. **Eddie** suggested maybe prepping the second floor on the ambulance side but holding off on finishing it to at least cut the costs. **Tad** suggested the current EOC space be used for record storage since it will be vacated. **Shawn** said that space was planned for the stairwell to the second floor. **Brendan** said if the second floor on that side doesn't happen now, then there will be no need for the stairwell. He also noted the original design for expansion was an extension off the ground floor. **Shawn** said he can get a quote for an extension off of the original footprint on the ground floor and scale back some walls upstairs. **Tad** asked if the current bunkroom was large enough to break into two smaller his and her bunkrooms. **Shawn** said he didn't think they would be able to meet code.

Update on Police Calls

Bill said a little over half way through the year, we are on a pace to surpass our numbers from last year. He said what concerns him the most is the increase in domestic violence calls. **Bill** said when he first started eight years ago, if we had a domestic violence call once a month then it was noteworthy. Now we are getting as many as four or five a month. In 2017, there were 35 domestic calls, 12 resulting in a domestic violence assault. In 2018, we responded to 41 domestic violence situations with 16 resulting in a domestic violence assault. He said year to date, we have responded to 21 domestic violence situations resulting in 13 arrests for domestic violence assault. **Bill** said we don't know where it's coming from, but often times it is alcohol and/or drug related. He said what concerns him is the nights when we only have one police car on the road and he noted the Attorney General's protocol mandates two officers respond to a domestic call for their own safety and the safety of those

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involved. He said such situations lead to the question should our officer sit and wait for mutual aid back-up and respond as two cars, jeopardizing the possible injury to a resident, or does he jeopardize his own safety and head in as a lone ranger. He said these are factors why the increased frequency is very concerning. **Bill** said total calls for service year to date are just over 11,500 and arrests are at 77, so we've been busy, but the Town is no less safe.

Discuss NHDOT Letter re Safety Review of Four Route 13 Intersections

Tad said the previous Selectboard asked the NHDOT to review and recommend safety strategies for four specific intersections on Route 13 last July. The Board received a letter from NHDOT dated June 18th which contained recommendations for each intersection:

- **Route 13 and Old Milford** – **Tad** said DOT advised adding a southbound turning lane is the best solution and is in the 10-year plan. He noted engineering is scheduled to begin in 2020, but construction is not scheduled until 2026. DOT noted a significant drop-off along the edge of pavement southbound and said they would address it with compacted pavement millings.
- **Route 13 and North Mason Road** – **Tad** said DOT noted any notable changes would need to be part of the 10-year plan. They said the town could add signs northbound advising vehicles of turning traffic ahead.
- **Route 13 and Meeting House Hill Rd/Mason Rd** – **Tad** said DOT had several suggestions, including: adding speed feedback signs, which the town would need to purchase, install and maintain; trimming of trees in the southeast quadrant of the intersection (which DOT will pursue); and pursuing upcoming DOT pilot programs that will be addressing safety at challenging intersections. The Board agreed to purchase two speed feedback signs and pursue the inclusion of the intersection in upcoming DOT pilot programs.
- **Route 13 and South Main Street** – **Tad** said DOT recommends pursuing a Road Safety Audit to determine improvements that should be made. The Board agreed and **Tad** will pursue one with the Nashua Regional Planning Commission.

Set Meeting with Planning Board/Finance Committee re Capital Impr. Plan

The Board chose Monday, September 9th for a joint meeting to review the current Capital Improvements Plan with the Planning Board and Finance Committee.

Discuss Next Meeting Agenda

It was agreed the following items would be on the next meeting agenda:

- Legion proposal for new monument on Town Hall lawn
- Notice to appoint Selectboard member
- Update on Melendy Pond Leases

Brendan moved, seconded by Eddie, to go into non-public session per RSA 91-A:3 II (c) reputation and (d) lease of land; Roll Call Vote 3-0.

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Brendan moved, seconded by Eddie, to come out of non-public session and seal the minutes; Roll Call Vote; Yes 3-0.

Eddie moved, seconded by Ron, to adjourn the meeting; Voted Yes 3-0.

8:15pm meeting adjourned.

Minutes submitted by Sharon Sturtevant.

Brendan Denehy

Eddie Arnold

Ron Olsen