



TOWN OF  
BROOKLINE, NEW HAMPSHIRE  
SELECTBOARD

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*Minutes  
Selectboard  
Monday, August 19, 2013*

Selectboard members Darrell Philpot, John Carr, Susan Adams and Brendan Denehy were present along with Town Administrator Tad Putney.

Also present were Ann Somers, Loring Webster, Keith Thompson and Helen Ballou.

**Darrell** expressed condolences on behalf of the Selectboard to the Austin Family on the passing of Elizabeth (Kate) Austin. She was our oldest resident at 96.

**Minutes**

*John moved, seconded by Sue to approve the public session minutes of August 5<sup>th</sup>. Voted yes 3-0; Brendan abstained.*

*Sue moved, seconded by John to approve the five sets of non public session minutes of August 5<sup>th</sup>. Voted yes 3-0; Brendan abstained.*

**Warrants**

The Selectboard approved warrant # 34 in the amount of \$32,232.04 and payroll in the amount of \$43,466.84.

**Old Home Days**

**Darrell** announced that Old Home Days is this week: Thursday and Friday from 6 – 10 pm; Saturday all day and Sunday from 12 – 5 pm.

**Town Hall – Daniels Academy Building**

**Brendan** noted that on August 29, 1913 the Daniels Academy Building (Town Hall) was dedicated to public use. Thomas Dodge donated \$15,000 to build an academy for boys and girls, library and town offices in his wife Eliza's memory. The building cost \$17,000 to build. It was used as a school until 1967 and library until 1992. The land was donated by the Swett family.

**Town Hall Renovations**

**Tad** reported that the facilities committee met and recommended CMG for the renovations to the lower town hall. The cost was reduced to \$34,000 by reducing to one coat of paint, eliminating 2 new doors to the building inspector's area and removal of cameras in the old holding cells. *Brendan moved, seconded by Sue to award the contract to CMG Building & Remodeling for the amount of \$34,000. Voted yes 4-0.*

## *Minutes*

### *Selectboard*

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#### CIP

**Tad** said he met with Dennis LaBombard to look at the town hall. He said there was no indication of structural issues. Dennis said it would cost about \$3,000 for a structural analysis to be done, but he did not think it was necessary. Tad said the town hall was last painted in 2006. The cost today would be about \$16,000 but could be done in two stages; \$7,500 for the front and back and about \$9,000 for the sides the following year. **Brendan** again said he would like to add \$5,000 in 2014 to evaluate the cemeteries and \$10,000 in 2015 for repair of head stones in the cemeteries. He said we have a moral obligation to take care of the head stones. **Darrell** said we need to find out what we are obligated to do for the care of the cemeteries. **Keith** said we're preparing for our 250<sup>th</sup> celebration and we should take care of our cemeteries. **Tad** said he checked with Terry Knowles at the Governor's Office who said perpetual care funds cannot be used unless the funds were given for that particular lot. Neither the principal nor any growth on the principal may be expended from the trust funds for general repairs.

#### 2012 Audit

The Selectboard reviewed the draft of the 2012 Audit. **Tad** said he and Rena had a telephone conference call with Mike Campo to review the audit. The things we need to address are a disaster recovery policy and written procedures on processing the payroll and paying our vendors. It was agreed that such written procedures will be completed by year end.

#### Phones

**Tad** analyzed the cost of phone service with our current provider EarthLink vs. FairPoint. He said the average monthly costs for EarthLink is \$715.98 and a 3-year contract with FairPoint for 22 phone lines is \$702.02. Tad said with FairPoint we will have a dedicated person in NH 24/7 and suggested we move our phone service to FairPoint. *John moved, seconded by Sue to sign a 3-year contract for phone service with FairPoint. Voted yes 4-0.*

#### Iron Works Lane

**Tad** reported that the Hollis Selectmen want to continue the present agreement for the next 3 years for the amount of \$1,815 annually. It was agreed Tad would talk to Hollis town administrator Troy Brown to see if a compromise can be reached.

#### TE Sidewalk Grant

**Tad** said the project has been advertised and bids are due by noon on August 30<sup>th</sup>. The DOT will need to review the bids. Another meeting may be needed to award the contract.

#### Chapel

Another religious group has asked for space to hold weekly services and offered 1/3 of their receipts. **Sue** said we need to treat them the same as the other group. **Darrell** said it's a matter of scheduling and equity. **Tad** will contact them.

#### Legislative Bulletin

**Tad** said the main points from the bulletin are as follows: as of January 1, 2014 towns need to report the hours of any retirees still working to the NH Retirement System; towns can now establish contingency funds; warrants can be signed outside of meetings and burning of untreated wood at the

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transfer station will now be permitted on a permanent basis. **Darrell** said he feels there's a conflict with signing warrants outside of a meeting.

**Pole License**

The Selectboard signed the pole license for Captain Seaver Road.

**Safety Complex – Police Dept.**

**Tad** said the open house for the police station will be Saturday, September 14<sup>th</sup> from 9 am to 1 pm.

**Propane Bids**

**Tad** said bids have been sent out to 12 companies for propane in town buildings.

**Mason Rd/Meetinghouse Hill Rd**

**Tad** said he noticed that the state painted the double yellow lines on Mason Road and Meetinghouse Hill Road.

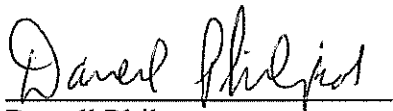
**Non Public Session**

*Darrell moved, seconded by John to go into non public session under RSA 91-A: 3 (e) litigation.*

*Voted yes 4-0.*

Meeting adjourned at 8:00 pm.

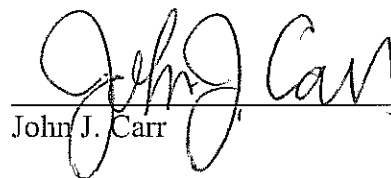
Minutes submitted by Rena Duncklee.



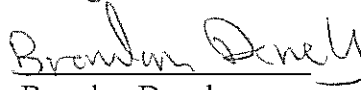
Darrell Philpot



Susan Adams



John J. Carr



Brendan Denehy

08/19/13

Town of Brookline, NH  
W#34-2013

Date	Num	Name	Memo	Amount
<b>1010 - General Checking Acc't</b>				
8/19/2013	44676	Aflac	W#34-2013	-453.30
8/19/2013	44677	AFSCME Council 93	W#34-2013	-128.90
8/19/2013	44678	Benjamin Senter	W#34-2013	-7.94
8/19/2013	44679	Bennett & Philip Chandler	W#34-2013	-4.04
8/19/2013	44680	Brigham Industries Inc	W#34-2013	-82.00
8/19/2013	44681	Bulldog Fire Apparatus Inc	W#34-2013	-247.82
8/19/2013	44682	Business Card	W#34-2013	-845.37
8/19/2013	44683	C L Farwell Construction LLC	W#34-2013	-9,882.00
8/19/2013	44684	Calvin Sandford	W#34-2013	-63.86
8/19/2013	44685	Cartridge World	W#34-2013	-86.98
8/19/2013	44686	Charles E Bunker	W#34-2013	-209.00
8/19/2013	44687	Chem Serve	W#34-2013	-979.00
8/19/2013	44688	CMG Building & Remodeling	W#34-2013	-3,400.00
8/19/2013	44689	D.C. Slocomb Co., LLC	W#34-2013	-425.00
8/19/2013	44690	DeMoulas Supermarkets Inc	W#34-2013	-50.00
8/19/2013	44691	Devine Millimet & Branch	W#34-2013	-2,700.15
8/19/2013	44692	Drescher & Dokmo	W#34-2013	-3,752.65
8/19/2013	44693	Eastern Propane & Oil	W#34-2013	-396.27
8/19/2013	44694	Francis Dougherty	W#34-2013	-9.99
8/19/2013	44695	Gall's Inc	W#34-2013	-474.23
8/19/2013	44696	Granite State Concrete Co Inc	W#34-2013	-201.74
8/19/2013	44697	Harvey Recycling of Fitchburg LLC	W#34-2013	-469.39
8/19/2013	44698	ISG/INFRASYS	W#34-2013	-45.00
8/19/2013	44699	John Leslie Consulting	W#34-2013	-20.00
8/19/2013	44700	Kinney Towing & Transportation Inc	W#34-2013	-428.00
8/19/2013	44701	LexisNexis	W#34-2013	-50.00
8/19/2013	44702	Maillet's Water Works	W#34-2013	-85.00
8/19/2013	44703	Make A Wish Foundation of NH	W#34-2013	-100.00
8/19/2013	44704	Massachusetts Dept. of Revenue	W#34-2013	-352.00
8/19/2013	44705	MD's Trash Removal Inc	W#34-2013	-147.75
8/19/2013	44706	Metropolitan Life	W#34-2013	-1,475.00
8/19/2013	44707	NH Dept. of Health & Human Serv...	W#34-2013	-502.00
8/19/2013	44708	NH Superior Repair	W#34-2013	-436.18
8/19/2013	44709	Northeast Utilities A	W#34-2013	-300.00
8/19/2013	44710	Olde Tyme Army Navy Inc	W#34-2013	-32.95
8/19/2013	44711	Pitney Bowes - P	W#34-2013	-24.99
8/19/2013	44712	Rena Duncklee	W#34-2013	-77.51
8/19/2013	44713	Reserve Account	W#34-2013	-400.00
8/19/2013	44714	Sanel Auto Parts	W#34-2013	-143.16
8/19/2013	44715	Scott Knowles.	W#34-2013	-240.00
8/19/2013	44716	Staples Contract & Commercial	W#34-2013	-36.40
8/19/2013	44717	State of NH-Criminal Records	W#34-2013	-25.00
8/19/2013	44718	State of NH - DMV	W#34-2013	-15.00
8/19/2013	44719	TDS Telecom	W#34-2013	-145.86
8/19/2013	44720	The Telegraph	W#34-2013	-133.20

08/19/13

Town of Brookline, NH  
W#34-2013

Date	Num	Name	Memo	Amount
8/19/2013	44721	United Site Services	W#34-2013	-55.50
8/19/2013	44722	Verizon Wireless	W#34-2013	-160.04
8/19/2013	44723	Wesley N. Whittier	W#34-2013	-40.00
8/19/2013	44724	WEX Bank	W#34-2013	-1,891.87
Total 1010 - General Checking Acc't				-32,232.04
TOTAL				-32,232.04

Daniel Chalpot

John J. Carr

Laura Adams

Brandon Denehy