



**TOWN OF  
BROOKLINE, NEW HAMPSHIRE  
SELECTBOARD**

**P.O. BOX 360 – 1 Main Street  
BROOKLINE, NH 03033-0360**

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<http://www.brookline.nh.us>

*Minutes  
Selectboard  
Monday May 8, 2017*

Selectboard members present: John Carr, Brendan Denehy, Tom Humphreys, Val Ogden and Eddie Arnold along with Town Administrator Tad Putney.  
Also Present: Finance Committee Members Brian Rater and Linda Chomiak, as well as residents Ann Somers, Tom Solon and Kevin Visnaskas.

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

**Public Input**

**Brian Rater** asked that the Finance Committee receive monthly income and expense reports via email as was done in the past. **Tom** thanked the Brookline volunteers who participated in town clean up week and stated that he has been noticing that the litter problem is shared with many towns in NH.

**Approve Minutes**

***Eddie moved, seconded by Brendan, to approve 2 sets of the non-public minutes from the April 24<sup>th</sup> meeting as written; Voted Yes 5-0. Tom moved, seconded by Brendan, to approve the public minutes from the April 24<sup>th</sup> meeting as written; Voted Yes 5-0.***

**Sign Warrants for Payment**

The **Board** signed AP Warrant #19 in the amount of \$1,004,665.70, PR Warrant #20 in the amount of \$52,904.05 and a Police Detail Warrant in the amount of \$1,721.25.

**Announce Resignation of Custodian**

**Tad** informed the Board that the custodian for the Safety Complex and Brusch Hall has given her notice of resignation. There have been 3 applicants since the job was posted with the deadline being Friday May 12<sup>th</sup>. **Tad** suggested that the Town try to fill the position before the next Selectboard meeting in the interest of time. The police department will complete the background check. The **Board** agreed.

**Review Year-to-Date Expenses**

**Tad** said that as of the end of April, we were 33% through the year and had expended 35% of the 2017 operating budget. This is in line with expectations since the Insurance and Cemetery line items have been paid 100% in full for 2017.

*Minutes  
Selectboard  
Monday May 8, 2017  
Page 2*

**Review and Decide on Invoice for ARM Grant**

*Brendan moved, seconded by Eddie, to authorize John to sign the \$89,000 Aquatic Resource Mitigation Fund (ARM Grant) invoice for the Austin property; Voted Yes 5-0.*

**Review and Decide on Hazard Mitigation Plan Resolution**

Tad said that after submitting the updated Hazard Mitigation Plan to the federal government we have now received a Certificate of Adoption for the Board to sign. All Board members signed the Certificate of Adoption.

**Review and Decide on Bond Loan Agreement**

The **Board** signed four copies of the loan agreement with the Bond Bank for the purchase of the Martin and Austin properties. The Conservation Commission will hold their monthly meeting tomorrow night and finalize the amount of the bond. **Tad** expects the amount to be about \$800,000.

**Review and Decide on TAP-2 Local Project Agreement**

*Brendan moved, seconded by Tom, to authorize John to sign the municipal agreement with the NHDOT for the sidewalk and two pedestrian bridge projects approved at Town Meeting; Voted Yes 5-0.*

**Finalize Melendy Pond Evaluation Committee (MPEC) Charter**

**Tad** updated the MPEC Charter to include three Residents-at-Large for a total of nine members. *Brendan moved, seconded by Eddie, to adopt the Melendy Pond Evaluation Committee Charter as written; Voted Yes 5-0.*

**Review and Select "At Large" Members for MPEC**

Seven residents expressed interest in the three openings in writing, one of which was Tom Solon who was present and expressed his interest in serving on the MPEC. The **Board** decided to review and select the "at large" members in a non-public session later in the meeting.

**Review Bids for New Well on Mason Road**

Three firms (Skillings, Cushings and Wragg) responded to the Requests for Proposals. Skillings was the lowest bid at \$9,465. (Assumes 400 ft well, 60 ft casing, ¾ horsepower pump, 75 foot trench, and water test with generator). Drilling, if any, exceeding 400 feet will be at a cost of \$10 per foot. *Brendan moved, seconded by John, to accept Skillings bid "not to exceed" \$11,000; Voted Yes 5-0.*

**Public Hearing to Ratify Postponed March Election**

**John** opened the Public Hearing at 7:04pm. **Brendan** read a proposed Resolution. **Tom Solon** stated that he feels it was a wise decision to postpone the voting due to the severe snow storm and would like the Board to support the Resolution. He feels that all the bases were covered including the announcement the night before and having the Moderator and/or the Town Clerk stationed at the polls to hand out absentee ballots to anyone who was not informed of the postponement. **Tom** recommends that the vote be ratified. **Brian Rater** agreed.

*Minutes  
Selectboard  
Monday May 8, 2017  
Page 3*

**Tom Humphreys** stated that he spoke with many Town voters who said that postponing the voting due to the severe snow storm was a good idea. John closed the Public Hearing at 7:09.

*John moved, seconded by Tom, following a properly noticed Public Hearing on this date in accordance with the provisions of HB 329, to hereby ratify the 2017 Town Meeting and all actions taken by the legislative body by vote of the people on March 21, 2017; Voted Yes 5-0. All Board members signed the Resolution.*

**Review and Decide on Revised Welfare Guidelines**

**Tad** revised the welfare guidelines as discussed at the previous meeting. **Val** stated that she would like to review the demographics for the comparison towns used in gathering data for the revised welfare guidelines. She feels that town size and amount of commerce play an important role and should be relatively like Brookline for comparison purposes. **Tad** will provide additional information for the next meeting.

**Review Results of Corey Hill Road Title Search and Next Steps**

**Tad** provided a list of interested parties to be notified following a title search. The Town will now provide Notice to the interested parties of a Public Hearing to be held on making Corey Hill Road a town road. The Public Hearing will begin at Corey Hill Road at 5:30 on Monday, June 19<sup>th</sup> and then continue at the Town Hall with the regularly schedule Selectboard meeting.

**Review and Decide on RFP for Town Hall Lawn**

**Tad** stated the irrigation is not going in until June or July and suggested that we wait until September to seed and fertilize. **Eddie** said he feels that fall is a better time to do this. **Linda** stated that planning for the fall might make the bids more competitive. **Ann** suggested that clover seed be added when the grass seeding is done to benefit the bees. **Tad** will include this as an option in the request for proposals.

**Review of Project Timelines**

The **Board** reviewed the updated timelines for the year's projects. **Tad** noted that one project had been added: First Floor Interior Painting at the Library

**Mail**

**Brendan** stated he wanted to acknowledge the nominations of Chief Quigley and Officers Doug Barnett and Bob Pelletier for a Life Saving Award with a dinner to be held May 24, 2017.

**Review Items for Next Meeting's Agenda**

- Further work on Welfare Guidelines
- Initial draft of DPW Study Charter

**Budget Discussion**

**Tad** suggested that we plan to have a discussion involving the Selectboard and Finance Committee in August – before the 2018 budget season begins – to discuss overall objectives to communicate to department heads.

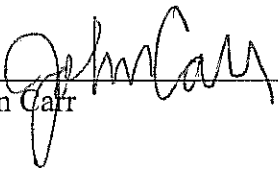
*Minutes  
Selectboard  
Monday May 8, 2017  
Page 4*

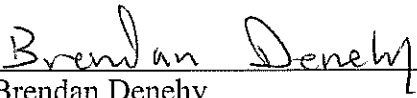
*John moved, seconded by Val, to go into Non-Public Session per RSA 91-A:3 II (c) (reputation); Voted Yes 5-0.*

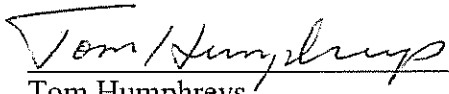
*Upon returning from non-public session, John moved, seconded by Brendan, to seal the non-public minutes; Voted Yes 5-0.*

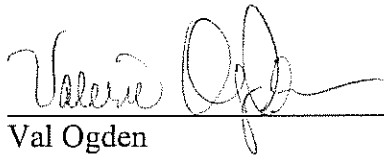
*Adjourned 8:15pm*

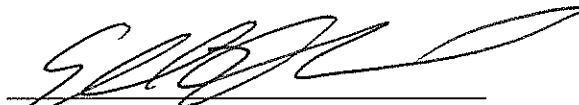
Minutes submitted by Sharon Sturtevant.

  
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John Carr

  
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Brendan Denehy

  
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Tom Humphreys

  
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Val Ogden

  
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Eddie Arnold

05/08/17

Town of Brookline, NH  
W#19-2017

Date	Num	Name	Memo	Amount
<b>1010 - General Checking Acc't</b>				
05/01/201	50285	Treas., St. of NH-DES	W#19-2017	-50.00
05/08/201	50286	Absolute Mechanical Syste...	W#19-2017	-108.00
05/08/201	50287	Accura Const. Corp	W#19-2017	-158,260.00
05/08/201	50288	AppRiver LLC	W#19-2017	-545.44
05/08/201	50289	AT & T	W#19-2017	-41.10
05/08/201	50290	AT&T	W#19-2017	-22.55
05/08/201	50291	AXON Enterprise Inc	W#19-2017	-80.98
05/08/201	50292	Bergeron Protective Clothing	W#19-2017	-691.90
05/08/201	50293	BK Systems Inc	W#19-2017	-400.00
05/08/201	50294	Brookline Library Trustees	W#19-2017	-21,265.25
05/08/201	50295	Brookline School District	W#19-2017	-100,000.00
05/08/201	50296	C L Farwell Construction L...	W#19-2017	-2,653.00
05/08/201	50297	Central Paper Products Inc	W#19-2017	-291.16
05/08/201	50298	Chem Serve	W#19-2017	-80.00
05/08/201	50299	D.C. Slocumb Co	W#19-2017	-1,070.80
05/08/201	50300	Display Sales Co	W#19-2017	-110.00
05/08/201	50301	DNG Auto	W#19-2017	-785.00
05/08/201	50302	Eversource	W#19-2017	-29.50
05/08/201	50303	FairPoint Communications	W#19-2017	-1,077.73
05/08/201	50304	Foundation Medical Partners	W#19-2017	-1,187.25
05/08/201	50305	Gall's Inc	W#19-2017	-399.87
05/08/201	50306	Great America Financial S...	W#19-2017	-156.65
05/08/201	50307	Health Trust Inc	W#19-2017	-57.69
05/08/201	50308	Hillsborough County Treas...	W#19-2017	-26.92
05/08/201	50309	Hollis/Brookline Co-op Sch...	W#19-2017	-500,000.00
05/08/201	50310	Jim Solinas	W#19-2017	-16.20
05/08/201	50311	Kimberly Legrow	W#19-2017	-16.97
05/08/201	50312	Lee Duval	W#19-2017	-293.55
05/08/201	50313	MD's Trash Removal Inc	W#19-2017	-115.00
05/08/201	50314	Metropolitan Life	W#19-2017	-370.00
05/08/201	50315	Monadnock Mtn Spring W...	W#19-2017	-106.25
05/08/201	50316	New England Emergency ...	W#19-2017	-87.50
05/08/201	50317	NH Dept. of Health & Hum...	W#19-2017	-444.00
05/08/201	50318	NH Fish & Game Departm...	W#19-2017	-493.00
05/08/201	50319	NH Retirement System	W#19-2017	-26,397.72
05/08/201	50320	NH Superior Repair	W#19-2017	-694.86
05/08/201	50321	NHCTCA	W#19-2017	-90.00
05/08/201	50322	Northeast Resource Recov...	W#19-2017	-135.00
05/08/201	50323	Patricia Howard-Barnett T...	W#19-2017	-172,999.13
05/08/201	50324	Pepperell Community Medi...	W#19-2017	-236.16
05/08/201	50325	Rich Vertullo	W#19-2017	-126.11
05/08/201	50326	Rich Vertullo Landscaping ...	W#19-2017	-600.00
05/08/201	50327	Ronald V Long	W#19-2017	-54.50
05/08/201	50328	Rymes Propane & Oil	W#19-2017	-645.07
05/08/201	50329	Sheryl Corey	W#19-2017	-222.10

05/08/17

Town of Brookline, NH  
W#19-2017

Date	Num	Name	Memo	Amount
05/08/201	50330	Staples Credit Plan	W#19-2017	-176.40
05/08/201	50331	Sunny Communications Inc	W#19-2017	-299.00
05/08/201	50332	The Business Clinic Inc	W#19-2017	-840.75
05/08/201	50333	The Telegraph	W#19-2017	-64.40
05/08/201	50334	Thomas Larochele	W#19-2017	-13.52
05/08/201	50335	Town Hall Streams	W#19-2017	-250.00
05/08/201	50336	Treas.St. of NH, COAF	W#19-2017	-293.00
05/08/201	50337	Treas., State of NH-Dept. ...	W#19-2017	-2,898.50
05/08/201	50338	Triangle Portable Services,...	W#19-2017	-1,910.01
05/08/201	50339	Trustees of Trust Funds	W#19-2017	-3,015.00
05/08/201	50340	U.S. Cellular	W#19-2017	-167.60
05/08/201	50341	United Site Services	W#19-2017	-72.50
05/08/201	50342	Verizon Wireless	W#19-2017	-160.04
05/08/201	50343	WEX Bank-WEX Fleet Uni...	W#19-2017	-322.32
05/08/201	50344	Wilson Technologies LLC	W#19-2017	-648.75
Total 1010 · General Checking Acc't				-1,004,665.70
<b>TOTAL</b>				<b>-1,004,665.70</b>

John J. Carr

Brandon Denely

[Signature]

Thomas Larochele

Valerie O'Leary



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***RESOLUTION***

WHEREAS the Town Administrator contacted the Elections Division of the NH Secretary of State's office on Friday, March 10, 2017 in anticipation of a predicted snowstorm during the upcoming election day of March 14<sup>th</sup>; and

WHEREAS the Secretary of State's office advised the Town that NH RSA 40:4 II provided the Town Moderator with the authority to postpone a town election in the case of weather emergencies; and

WHEREAS New England Cable News was forecasting at 6:30am on Monday, March 13<sup>th</sup> an "historic storm with 20-30 inches of snow" for the following election day; and

WHEREAS Moderator Peter Webb concluded at approximately 8:00am on Monday, March 13<sup>th</sup> that it was in the best interest of public safety to postpone the all-day voting from Tuesday, March 14<sup>th</sup> to Tuesday, March 21<sup>st</sup>; and

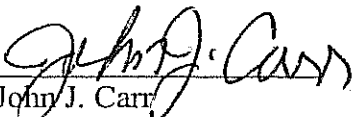
WHEREAS Town Counsel William Drescher confirmed to town officials that the Moderator had the authority to postpone the meeting; and


WHEREAS the Selectboard voted unanimously on March 14<sup>th</sup> to support the Moderator's decision to postpone the election, *be it*

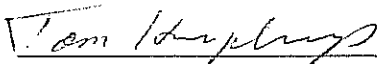
**RESOLVED** that the Moderator acted within his authority. Further, he acted in the best interest of the voters of Brookline by postponing the voting session in the interest of public safety.

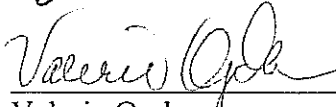
Furthermore, following a properly noticed Public Hearing on this date in accordance with the provisions of HB 329, we do hereby ratify the 2017 Town Meeting and all actions taken by the legislative body by vote of the people on March 21, 2017.


This Resolution being adopted by the Selectboard on May 8, 2017.

  
John J. Carr

  
Brendan Denehy

  
Tom Humphreys

  
Valerie Ogden

  
Eddie Arnold