



**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 July 31, 2017*

Selectboard members present: John Carr, Brendan Denehy, Tom Humphreys, Valerie Ogden and Eddie Arnold along with Town Administrator Tad Putney.

Also present: residents Ann Somers, Ryan Pauer and Finance Committee Members Linda Chomiak and Brian Rater.

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

**Public Input**

**Ann** commented that the new Transfer Station sign looks great. **Tom** wanted to personally thank **Ryan Pauer** for all of his efforts making the sign and **John** read a thank you letter to **Ryan** on behalf of the **Selectboard**. **Brendan** said Ryan has been doing trail work for the Conservation Commission as well.

**Approve Meeting Minutes**

***Eddie moved, seconded by Tom, to approve the public minutes from the July 24<sup>th</sup> Selectboard meeting as written; Voted Yes 4-0. Brendan abstained.***

**Sign Warrants for Payment**

The Board signed Accounts Payable Warrant #31 in the amount of **\$257,156.31**, Payroll Warrant #32 in the amount of **\$53,332.67** and Police Detail Payroll Warrant in the amount of **\$180.00**.

**Appoint Peter Webb to Town History Committee**

***Brendan moved, seconded by Eddie, for the Board to appoint Peter Webb to the Town History Committee; Voted Yes 5-0.***

**Update on TAP-2 Engineering Contract Negotiations**

**Linda Chomiak** and **Eric Pauer** assisted Tad last week with the contract review and all suggested changes were agreeable to the engineering firm. **Tad** said he expects to have a contract and fee amount finalized for the next Board meeting, but noted NHDOT needs to review and approve the contract before the Board can sign it.

**Release Road Maintenance Bond – Canney Hill Woods (Phase 3)**

**Tad** said the Board needs to vote to release the road maintenance bond and sign off on the letter to the homeowner. He said language has been added to the letter to the

## *Selectboard Minutes*

*July 31, 2017*

*Page 2*

homeowner at 19 Wildwood to address concerns raised at the last meeting. **Brendan moved, seconded by Eddie, to release the Canney Hill Woods (Phase 3) road maintenance bond and sign the letter to the homeowner; Voted Yes 5-0.**

### **Discuss Additional Block Grant Funds**

**Tad** said that SB38 passed in Concord and is providing NH towns with additional block grant funds for road and highway-related repairs. The Town received a check last week for just over \$121,000, but we are waiting for more information from the state on how the funds can be used. **Eddie** suggested using the funds for resurfacing of town roads. **Tad** said the Town needs to hold a public hearing to accept the money. He suggested the Town could also use it for the Bond Street bridge project. **Linda** asked if this is restricted to use on town roads only and not state, **Tad** said town roads.

### **Discuss Drainage Issue on Old Milford Road**

**Tad** said there is a culvert that handles drainage off a portion of Old Milford Road. The culvert is located about halfway up the hill from the intersection with Steam Mill Hill Road. He explained that in 1997/98 a subdivision was approved and, as part of the approval, the town required a drainage easement on the lot parallel to the road. However, the Town never required the drainage exiting from the culvert to stay within the drainage easement area. Currently, the water is draining down toward the homeowner's house. The outflow from the culvert has also increased as a result of the new sidewalk. **Tad** said he and **Jerry** met with the homeowner this morning and discussed possible solutions. The optimal solution, which was agreeable to the homeowner, is to extend the covered culvert toward the right of the impacted house, to the existing tree line, and then construct a swale along the property line to direct the water away from the home. The homeowner was agreeable to granting the Town a drainage easement for the new area to allow for future maintenance. **Tad** said he also met with the neighbor and he agreed to the proposed approach and to granting the Town a drainage easement. **Tad** said that **Jerry** is working up cost estimates for the work. Additionally, some survey work will be needed for defining the easement area. **Tad** said that the project will be more than a few thousand dollars, but he is not sure how much yet. **Val** asked if the planning board has protocols for dealing with these kinds of easements. **Tad** said they do today as was illustrated by the Town Engineer's attendance at the last Selectboard meeting to discuss an unrelated drainage easement issue. **Eddie** expressed concern about the costs and asked that we be mindful of drainage as we proceed with the TAP-2 project.

### **Discuss Revisions to Personnel Plan**

**Tad** referenced a memo he prepared for the Board outlining recommended revisions to the Personnel Plan. He has also asked for feedback from the Department Heads by August 10th. **Tad** raised the question of whether we want to have a legal review of the Plan. It would cost \$1,500-\$4,000 depending on the level of edits recommended. The attorney **Tad** spoke with said no substantial changes in employment law have occurred since the last legal review of the Plan. **Tad** said he is comfortable with waiting on a legal review and the Board agreed. **Brendan** asked that we add the same hiring procedures for the Lake Host employees working at the boat launch as we have in the Plan for lifeguards. The Board agreed.

*Selectboard Minutes*

*July 31, 2017*

*Page 3*

**Discuss Board Member Attendance at Committee Meetings**

**Tad** said he had sought direction from legal on whether three or more Selectboard members can attend committee meetings given particular interest in the Melendy Pond and Public Works committees. Legal advised that attendance by a quorum of the Board is okay, but suggested involvement of the 3<sup>rd</sup>, 4<sup>th</sup>, or 5<sup>th</sup> member should be limited to listening and discussion which steers clear of anything that could be construed as decision making with the other Board members present. If decision making by the Board members occurs, separate agendas and minutes would be required.

**Board and Committee Updates**

**Tom** said the Melendy Pond Evaluation Committee is developing detailed alternatives. **Tad** added that the committee's meetings are now televised and also available via the internet. Tad said that union negotiations have been set to begin August 11<sup>th</sup>.

**Review Agenda Items for Next Meeting**

The next meeting will include the continuation of the Public Hearing to consider making Corey Hill Road a town road. Tad advised the Board that we have received preliminary information from Avitar that they do not have actual sales data that would support an increase in assessed value for the residences if the road became a town road. This would prevent the use of Betterment Assessments as a way to finance the required upgrades to Corey Hill Road. **Eddie** expressed concern about poor visibility at the end of 130 entering onto Route 13 due to signs blocking the line of sight to the south. Tad will contact NHDOT.

**Next Meeting**

*Tom moved, seconded by Brendan, to hold the next Selectboard meeting on Monday August 14<sup>th</sup>; Voted Yes 5-0.*

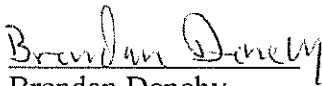
*John moved, seconded by Brendan, to go into non public session under RSA 91-A:3 II (a) personnel and (c) reputation; Voted Yes 5-0.*

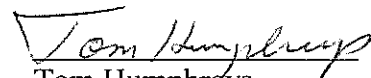
*Upon coming out of non-public session, John moved, seconded by Tom, to seal the minutes; Voted Yes 5-0.*

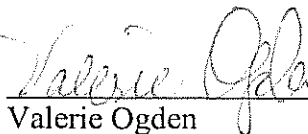
*Meeting adjourned at 7:50pm.*

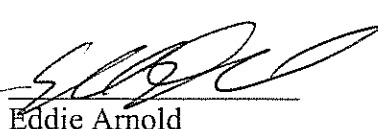
Minutes submitted by Sharon Sturtevant.

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John Carr

  
Brendan Denegy

  
Tom Humphreys

  
Valerie Ogden

  
Eddie Arnold

Town of Brookline, NH  
W#31-2017

07/31/17

Date	Num	Name	Memo	Amount
<b>1010 · General Checking Acc't</b>				
07/31/201	50625	AED Superstore/Allied 100	W#31-2017	-187.00
07/31/201	50626	Aflac	W#31-2017	-400.35
07/31/201	50627	AFSCME Council 93	W#31-2017	-251.46
07/31/201	50628	Alistair A Guthrie	W#31-2017	-550.00
07/31/201	50629	AppRiver LLC	W#31-2017	-536.80
07/31/201	50630	Arrow International Inc	W#31-2017	-575.21
07/31/201	50631	AT&T	W#31-2017	-42.17
07/31/201	50632	Avitar Assoc of New Engla...	W#31-2017	-3,366.66
07/31/201	50633	Bob's Truck Service	W#31-2017	-460.41
07/31/201	50634	Brian Fessenden Electric	W#31-2017	-165.00
07/31/201	50635	Brox Industries Inc	W#31-2017	-69.30
07/31/201	50636	C L Farwell Construction L...	W#31-2017	-13,391.43
07/31/201	50637	Charter Communications	W#31-2017	-103.89
07/31/201	50638	D.C. Slocomb Co	W#31-2017	-1,264.40
07/31/201	50639	DNG Auto	W#31-2017	-227.09
07/31/201	50640	Electrical Supply of Milford	W#31-2017	-16.14
07/31/201	50641	Eversource	W#31-2017	-2,816.43
07/31/201	50642	FairPoint Communications	W#31-2017	-921.22
07/31/201	50643	Fire Tech & Safety of NE	W#31-2017	-92.00
07/31/201	50644	Health Trust	W#31-2017	-24,656.64
07/31/201	50645	Health Trust Inc	W#31-2017	-65.19
07/31/201	50646	Jim Solinas	W#31-2017	-83.40
07/31/201	50647	Liberty Supply Inc	W#31-2017	-806.70
07/31/201	50648	MD's Trash Removal Inc	W#31-2017	-230.00
07/31/201	50649	Metropolitan Life	W#31-2017	-370.00
07/31/201	50650	Monadnock Mtn Spring W...	W#31-2017	-171.25
07/31/201	50651	NH Dept. of Health & Hum...	W#31-2017	-444.00
07/31/201	50652	NH Retirement System	W#31-2017	-30,271.57
07/31/201	50653	NH Rocks LLC	W#31-2017	-170.00
07/31/201	50654	NH Superior Repair	W#31-2017	-45.00
07/31/201	50655	Pepperell Community Medi...	W#31-2017	-399.93
07/31/201	50656	Professional Vehicle Corp	W#31-2017	-30.50
07/31/201	50657	Rymes Propane & Oil	W#31-2017	-16.31
07/31/201	50658	Spaulding Hill Networks, L...	W#31-2017	-1,860.00
07/31/201	50659	Staples Credit Plan	W#31-2017	-760.51
07/31/201	50660	Syncb/Amazon	W#31-2017	-561.77
07/31/201	50661	The Business Clinic	W#31-2017	-1,336.25
07/31/201	50662	True Blue Cleaners	W#31-2017	-13.47
07/31/201	50663	Trustees of Trust Funds	W#31-2017	-177,000.00
07/31/201	50664	U.S. Cellular	W#31-2017	-643.60
07/31/201	50665	United Site Services	W#31-2017	-72.50
07/31/201	50666	Wilson's Ground Maintena...	W#31-2017	-1,710.76
Total 1010 · General Checking Acc't				-267,156.31

07/31/17

Town of Brookline, NH  
W#31-2017

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
TOTAL				<u><u>-267,156.31</u></u>

John J. Carr

Thomas Huplup

[Signature]

Brandon Donchy

Valerie Ode