



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
SELECTBOARD**

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*Minutes
Selectboard
Monday August 14, 2017*

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

Also Present: resident Ann Somers, Women's Club President Miranda Terry, Legal Counsel Bill Drescher, Corey Hill Road residents Jim Treacy and Jesse Mendenhall.

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

Public Input

Discuss Recent Renovations to Brush Hall; Thank Women's Club

Tad outlined the recent efforts made by the Women's Club to renovate the interior of Brush Hall. It included a \$1,000 donation from the Club toward the project. **Brendan** presented Miranda Terry with a thank you letter signed by the Board.

Approve Meeting Minutes

Eddie moved, seconded by Tom, to approve the public minutes from the July 31st Selectboard meeting as amended; Voted Yes 4-0. Tom moved, seconded by Eddie, to approve two sets of non-public minutes from the July 31st Selectboard meeting as written; Voted Yes 4-0.

Sign Warrants for Payment

The Board signed **Accounts Payable Warrant #33** in the amount of \$1,364,775.78, **Payroll Warrant #34** in the amount of \$50,269.82 and **Police Detail Warrant** in the amount of \$1,147.50.

Review and Decide on Agreement with US Cellular for Emergency Radios

Tad said that last fall the Board signed paperwork with US Cellular for permission to place new radio equipment on the Ball Hill Tower. The Board now needs to sign paperwork with US Cellular to be able to place new equipment on the second tower in town. *Eddie moved, seconded by Tom, to authorize Brendan to sign the US Cellular documents; Voted Yes 4-0.*

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Review Year to Date Expenses

Tad said through July we were 58% through the year and had spent 56% of the 2017 operating budget. The replacement of the well for the Anthony's is included in the "Executive" budget. He also reviewed unanticipated savings and expenses for the year.

Town Hall Lawn

Tad said there were no additional bids received following the second round of bidding, so we still have just the one bid from Wilson's Ground Maintenance from the first round. Anrik is scheduled to install the donated irrigation system on August 31st. **Tad** said we budgeted \$3,000 for the lawn project and the project is expected to cost \$5,600, including loam. We can forego scheduled interior painting in the Town Hall that was budgeted for \$2,000 to make up the difference. The Board agreed to move forward with the current bid and have Wilson's do the work.

Review Draft Memo Regarding Drainage Easements

Tad said he drafted a memo to the Town Planner, Planning Board, Town Engineer and Town Counsel to make them aware of the two recent drainage easement issues on Wildwood Drive and Old Milford Road, seek their suggestions for avoiding the issues in the future, and request proper language in future drainage easements.

6:45 Non-Meeting Recess with Counsel

Brendan moved, seconded by Eddie, to recess the public meeting for a "non-meeting" with counsel for legal advice; Voted Yes 4-0.

7:00pm Resume Public Meeting

Review Cost Estimates for Old Milford Road Drainage Issue

Tad reviewed cost estimates for survey, engineering, and construction work to address the Old Milford Road drainage issue. The total estimated cost is \$19,180 and \$4,500 of off-site improvement money is available for the project. Jerry can do the work in September and cover the costs within the highway budget. *Eddie moved, seconded by Val, to move forward with the Old Milford Road drainage work at a cost not to exceed \$16,900, including use of the off-site improvement funds; Voted Yes 4-0.*

Review TAP-2 Engineering Contract

Tad said he has been working with Eric Pauer and Linda Chomiak on the contract for engineering services on the TAP-2 sidewalk/bridge project. The initial fee estimate from the engineering firm was about \$99,000 and has been negotiated down to \$89,472. **Tad** noted the grant application had only included \$80,000 for engineering, so the Town's portion (20%) would be about \$1,900 above the grant. **Tad** said he has submitted the contract to the NHDOT for required review and approval. Once approved, the Board can review and decide on signing the contract.

Discuss Police Responses to Mason

Tad said concerns have been raised about police calls to the town of Mason when they do not have police coverage. When Mason police are not on duty, state police are

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called, but they are typically at least 45 minutes away and then call for Brookline police to respond in the interim. The town of Mason has recently hired part time officers, which we hoped would address the issue, but recently a Brookline officer was out of town for at least 1.5 hours on a call to Mason. Tad and Chief Quigley recently sent a letter to the Mason Board of Selectmen raising our concerns and advising them we would not have police officers respond when Mason does not have an officer on duty.

Discuss Preliminary Figures for Setting the Tax Rate

Tad said he reached out to the Business Administrator for the school districts and asked how much money will be left over at end of year – and potentially be available to return to taxpayers. Tad said preliminary estimates suggest a surplus of approximately \$550,000 due to some special needs students moving out of the district. This may help with lowering the tax rate, but should be viewed as a preliminary figure.

Signage on Route 13

Tad said he reached out to the NHDOT about adjusting the signs at the intersection of Route 13 and Route 130 to improve the line of sight southbound on Route 13.

Continuation of Corey Hill Road Public Hearing

Brendan opened the continuation of the Public Hearing regarding a petition the Board received to make Corey Hill Road a town road. **Tad** noted RSAs and Supreme Court cases make it clear the Board must find evidence that granting the petition to make it a town road will result in some “public good” to the community given the costs of maintaining the road. Tad also said there were three items of additional information that had been sought following the initial Hearing. The first was the estimated cost of surveying and engineering. He said the Town Engineer had provided a proposal of \$13,000 for such services. The second was the estimated cost of construction. He said Jerry Farwell had provided two estimates. A paved road to town specifications was estimated to cost \$106,765. A similar road with a gravel surface was estimated to cost \$70,765. The third item involved the estimated impact on assessed values resulting from the improvements to the road. Tad advised that Avitar, the Town’s assessors, has concluded that the assessed value of each lot on Corey Hill Road would increase between \$4,100 and \$5,000 per lot if the road becomes a paved town road. Tad said this means betterment assessments would be limited to about \$32,000 across the seven lots and therefore the balance of the project’s costs would need to be paid for by either the residents of Corey Hill Road up front or the taxpayers, or a combination of the two. Tad also advised the Board that Jerry’s estimated annual maintenance costs for Corey Hill Road are \$2,500-\$3,000 if paved and \$3,000-\$6,000 if gravel. **Brendan** said the Board can deny the petition by finding insufficient public good, approve the petition and start the process of making it a town road, or could say they need more information. **Val** said it’s not a long road and **Eddie** added that it does not go anywhere. **Jesse Mendenhall** said the goal is to keep costs down whether it is gravel or paved. **Attorney Drescher** said the turnaround shown on the plan was not conveyed to the town. If it becomes a town road it will need a turnaround but there is no room so we would have to design one and have it approved by the Planning Board. **Ken Hang**

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said he owns the lot at the end of the road and would convey the needed land to the town. Tad said an alternative for the residents would be to pursue a common driveway, which would have lower initial construction costs. Jesse said the group had discussed this alternative, but felt the long-term costs were too high. Val said she would like past maintenance costs from road owner Clarence Farwell. *Tom moved, seconded by Val, to recess the Hearing to September 11th at 7pm in order for the Board to consider a list of conditions to be prepared by the Town Administrator and Town Counsel; Voted Yes 4-0.*

Board and Committee Updates

Brendan said the Conservation Commission is hoping to treat Lake Potanipo in September for milfoil and recently voted to use \$1,500 from its budget to extend coverage of the Lake Host Program at the state boat ramp through the end of the season.

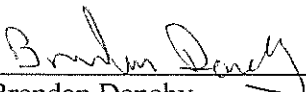
Review Agenda Items for Next Meeting

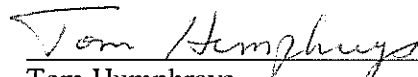
Tad identified the following items for the next Board meeting on August 21st: Finance Committee to discuss annual stipend analysis, Board to have a preliminary discussion about 2018 budgeting with the Finance Committee, and finalization of Personnel Plan updates.

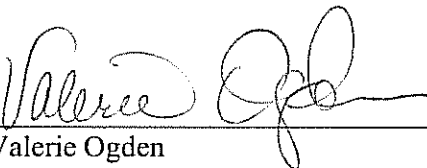
Brendan move, seconded by Tom, to adjourn; Voted Yes 4-0.


Adjourned 8:30 pm.

Minutes submitted by Sharon Sturtevant.


Brendan Denehy


Tom Humphreys


Valerie Ogden


Eddie Arnold

Town of Brookline, NH
W#33-2017

08/14/17

Date	Num	Name	Memo	Amount
1010 · General Checking Acc't				
08/14/201	50667	Alistair A Guthrie	W#33-2017	-115.00
08/14/201	50668	AT & T	W#33-2017	-41.00
08/14/201	50669	Bound Tree Medical LLC	W#33-2017	-835.30
08/14/201	50670	Brian Fessenden Electric	W#33-2017	-570.00
08/14/201	50671	Brookline Library Trustees	W#33-2017	-21,265.25
08/14/201	50672	Brookline School District	W#33-2017	-650,000.00
08/14/201	50673	Business Card	W#33-2017	-613.52
08/14/201	50674	C L Farwell Construction L...	W#33-2017	-13,101.60
08/14/201	50675	Chem Serve	W#33-2017	-918.50
08/14/201	50676	D.C. Slocomb Co	W#33-2017	-765.00
08/14/201	50677	Daryl Pelletier	W#33-2017	-3,835.00
08/14/201	50678	Dawna Bosquet-	W#33-2017	-14.22
08/14/201	50679	Deena Biesecker-Hall	W#33-2017	-230.00
08/14/201	50680	DeMoulas Supermarkets Inc	W#33-2017	-131.02
08/14/201	50681	Devine Millimet & Branch	W#33-2017	-220.00
08/14/201	50682	DNG Auto	W#33-2017	-1,573.54
08/14/201	50683	Drescher & Dokmo	W#33-2017	-307.50
08/14/201	50684	East Coast Emergency Ou...	W#33-2017	-111.49
08/14/201	50685	Electrical Supply of Milford	W#33-2017	-0.20
08/14/201	50686	Eversource	W#33-2017	-684.28
08/14/201	50687	Foundation Medical Partners	W#33-2017	-2,088.75
08/14/201	50688	Gall's Inc	W#33-2017	-135.49
08/14/201	50689	Great America Financial S...	W#33-2017	-156.65
08/14/201	50690	Hayner/Swanson Inc	W#33-2017	-3,848.87
08/14/201	50691	Health Trust Inc	W#33-2017	-57.69
08/14/201	50692	Hillsborough County Treas...	W#33-2017	-14.46
08/14/201	50693	Hollis/Brookline Co-op Sch...	W#33-2017	-650,000.00
08/14/201	50694	Industrial Traffic Lines Inc	W#33-2017	-1,081.22
08/14/201	50695	Jim Solinas	W#33-2017	-54.36
08/14/201	50696	JP Pest Services	W#33-2017	-168.75
08/14/201	50697	LaBombard Engineering L...	W#33-2017	-450.00
08/14/201	50698	Maynard & Lessieur Inc	W#33-2017	-544.08
08/14/201	50699	MD's Trash Removal Inc	W#33-2017	-295.00
08/14/201	50700	Metropolitan Life	W#33-2017	-370.00
08/14/201	50701	NH Dept. of Health & Hum...	W#33-2017	-444.00
08/14/201	50702	NH Fish & Game Departm...	W#33-2017	-92.00
08/14/201	50703	Northeast Resource Recov...	W#33-2017	-685.25
08/14/201	50704	NRSWMD	W#33-2017	-4,774.00
08/14/201	50705	Patricia Coleman	W#33-2017	-50.00
08/14/201	50706	Rich Vertullo Landscaping ...	W#33-2017	-240.00
08/14/201	50707	Sanel Auto Parts	W#33-2017	-109.01
08/14/201	50708	Sidney Hall Jr	W#33-2017	-498.40
08/14/201	50709	State of NH-Criminal Reco...	W#33-2017	-47.00
08/14/201	50710	Tad Putney	W#33-2017	-41.47
08/14/201	50711	TDS Telecom	W#33-2017	-157.02

08/14/17

Town of Brookline, NH
W#33-2017

Date	Num	Name	Memo	Amount
08/14/201	50712	The County Stores Inc	W#33-2017	-59.09
08/14/201	50713	The Telegraph	W#33-2017	-36.80
08/14/201	50714	Thomas Larochele	W#33-2017	-73.97
08/14/201	50715	Town Hall Streams	W#33-2017	-250.00
08/14/201	50716	Treas,St. of NH, COAF	W#33-2017	-257.00
08/14/201	50717	Valerie Rearick	W#33-2017	-47.53
08/14/201	50718	Verizon Wireless	W#33-2017	-160.06
08/14/201	50719	W D Perkins	W#33-2017	-679.60
08/14/201	50720	WEX Bank-WEX Fleet Uni...	W#33-2017	-460.47
08/14/201	50721	WEX Bank - Sunoco Sun ...	W#33-2017	-1,015.37
Total 1010 - General Checking Acc't				-1,364,775.78
TOTAL				-1,364,775.78

Valerie Opler

Tom Humphrey

SUBD