



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
SELECTBOARD**

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*Minutes
Selectboard
Monday October 2, 2017*

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

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

Public Input

Tad announced a reminder to the public that the Town Clerk/Tax Collector's office will be closed on Friday, October 6th through Tuesday, October 10th for the NH Department of Motor Vehicles drivers licensing system upgrade. He also announced that today the Town received a donation check from Camp Tevya in the amount of \$9,750.

Approve Minutes

Tom moved, seconded by Brendan, to accept the minutes from the September 25, 27 and 29, 2017 meetings as written; Voted Yes 5-0. Brendan moved, seconded by Eddie, to accept two sets of non-public minutes from the September 25, 2017 meeting as written; Voted Yes 5-0.

Discuss Notice to Appoint to the Wild & Scenic River Study Committee

The Board gave notice to appoint **Jordan Bailey** to represent the Town of Brookline as a member of the Wild & Scenic River Study Committee and **Drew Kellner** as an alternate at the next Board meeting.

Discuss Dispatch Contract

Tad said Hollis Police Chief Sartell is meeting with the Hollis Board of Selectmen tonight to discuss the upcoming renewal of the three-year dispatch contract with Brookline. He added that the past two three-year contracts had no increase, so he expects there may be an increase this time. **John** said at some point Brookline may have to dispatch on its own. **Tad** said that would involve significant expense for equipment and additional full time positions. He said the arrangement with Hollis is more economical for the Town at this time.

Review 2016 Audit Report

- **Unassigned Fund Balance:** **Tad** said that there was no big change in the year-end 2016 unassigned fund balance versus 2015. For 2016 it was \$754,000 compared to \$795,000 at the end of 2015.

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- **NH Retirement System - Town Portion of Unfunded Liability:** **Tad** said the Town's portion of the unfunded liability for the NH Retirement System increased over last year, but the impact was comparable to that of other NH towns. **Tom** asked if town taxpayers could be called upon to cover the unfunded portion. **Tad** said that was not clear, but that the portions paid by the town has been increasing every two years when rates are re-set.
- **Budget Line Item Expense Report:** **Tad** said the auditors suggested that we generate monthly reports directly from our QuickBooks software. Most reports are already generated from QuickBooks, but the monthly year-to-date expense report has not proven to be as clear and concise as the Excel spreadsheet format we have been using, so we will continue to generate the monthly report in Excel.
- **Secure Town Treasurer's Signature Stamp:** **Tad** said the auditors recommended that the access to the town treasurer's signature stamp be limited to the Treasurer and the Deputy Treasurer only. This has been addressed.

Discuss Right to Know Training

Eddie said he went to the Right to Know training and wanted to inform the Board of a few things he learned. Using a template for non-public minutes would make it easier for the **Board** to decide if the subject matter constitutes a non-public meeting and whether or not sealing the minutes is required. **Eddie** said we need to be mindful of email communications to ensure that a "meeting" does not occur. He said if anyone on the **Board** wants to borrow the Right-to Know book he received, they are welcome to it. He also said he thinks the training should be required for new Board members.

Discuss Potential Aerobatic Practice Area Near Airport

Tad said **Drew Kellner** had brought this to the Board's attention at the last meeting. Apparently there is some interest out of Nashua in using airspace near the Brookline airport for acrobatic flying. **Tad** included three emails from area residents who are also pilots themselves. **Tad** said he emailed the Federal Aviation Administration (FAA) and asked for more information. **Drew** explained they mark a boxed area in the sky designated to aerobatic practice, which can result in allowing them to fly lower than normal. **Tom** asked **Drew** how much weight would concerns from the Town carry with the FAA. **Drew** said it is likely limited, but the Town could offer up any concerns it has about the potential impact of the practice area on the airport and its abutters. **Val** asked why we need one in Brookline when there is already an aerobatic practice area close by in the area of Mason/Wilton.

Review 2018 Annual Meeting Dates

Tad said the preliminary meeting dates for 2018 are as follows: Coop School District on Monday, March 12 (with a snow date of Thursday, March 15), Brookline School District (SB2) and all day elections on Tuesday, March 13 (with a snow date of Tuesday, March 20) and Brookline Town Meeting on Wednesday, March 14 (with a snow date of Monday, March 19). **Brendan** said he feels that the school meetings should be after town meeting next year and expressed a desire that sufficient

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information, such as the warrant, be available at the school district Deliberative Session unlike last year. **John** asked Tad to reach out to the Superintendent of Schools and ask that they avoid any practices and extracurricular activities to free people up for the annual school and town meetings.

Discuss Proposed Purchase & Sales Agreements for Sections of Rail Bed

The Board signed Purchase and Sales agreements with Nissitissit River Land Trust for rail bed section H-102, located between Route 13 and South Main Street, and Beaver Brook Association for rail bed sections K-62 & K-62-1, located between South Main Street and extending past Bohannon Bridge Road adjacent to the Austin Property.

Budget Reviews with Departments

Five departments are scheduled for budget reviews on Monday, October 9, 2017 beginning at 6:45pm. Regular town business will be addressed from 6:30-6:45pm.

Other Business

Brendan said the State of NH has recently tested water at seven fire departments and found six with contaminated water. It has advised each town to have the water at their fire departments tested. **Drew** said Jay Crystal would be a good contact for more information.

John moved, seconded by Val, to go into non-public session per RSA 91-A:2 I (a) collective bargaining; Roll Call Vote Yes 5-0.

John moved, seconded by Brendan to come out of non-public session; Roll Call Vote Yes 5-0.


Brendan moved, seconded by Tom, to adjourn; Voted Yes 5-0.

7:50pm meeting adjourned.

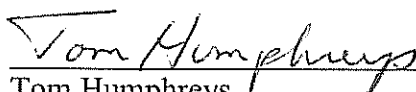
Minutes by Sharon Sturtevant



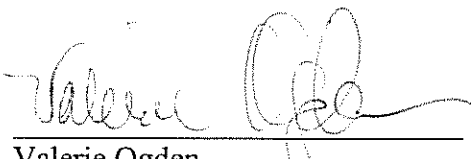
John Carr



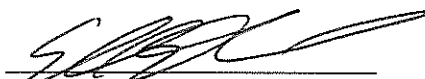
Brendan Denehy



Tom Humphreys



Valerie Ogden



Eddie Arnold