



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
SELECTBOARD**

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*Minutes
Selectboard
Monday October 9, 2017*

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

Also present: Finance Committee Members Brian Rater, Linda Chomiak and Gale Taylor, and residents Ann Somers and Loring Webster.

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

Public Input

Val asked why the Year-to-Date Budget Summary report is not being generated directly out of the QuickBooks accounting software as recommended by the auditors. **Tad** said the auditors had recommended that all financial reports that were being produced on excel spreadsheets be generated directly out of QuickBooks. He said this has been done with all financial reports except the Year-to-Date Budget Summary because QuickBooks cannot produce the custom report in the format we are able to generate, and prefer, in Excel. **Val** thanked **Tad** for the clarification but said, shouldn't that be a **Board** decision. **Tad** said that it is up to the Board. **Brendan** said **Tad** talked about this at the last meeting and it made sense, so he didn't see the need to change it. **Eddie** agreed with **Brendan** and said he also uses QuickBooks and it can be difficult to generate certain reports.

Approve Minutes

Eddie moved, seconded by Brendan, to accept the minutes from Monday, October 2, 2017 meeting as written; Voted Yes 5-0. Brendan moved, seconded by Tom, to accept the non-public minutes from the Wednesday, September 27, 2017 meeting as written; Voted Yes 5-0.

Sign Warrants for Payment

The Board signed the Accounts Payable Warrant #41 in the amount of \$1,190,589.29, Payroll Warrant #42 in the amount of \$53,636.38 and Police Detail Warrant in the amount of \$810.00.

Wild and Scenic River Study Committee Appointments

Brendan moved, seconded by Tom, to appoint Jordan Bailey as full member of the Wild and Scenic River Study Committee and Drew Kellner as alternate member; Voted Yes 4-1, Val Voted No.

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Tad said before we begin budget reviews, he wanted to point out that since 2011, the Town's portion of the tax rate has actually declined three times in those six years and added that the town portion comprises about 16% of the overall tax rate.

Preliminary 2018 Budget Review

Brendan said he was surprised to hear from a library trustee over the weekend that the 2018 Budget Packet included not only expenses based on the 2.75% preliminary pay increases that were discussed with the Board, but also a second set of data assuming 1.5% pay increases that were not discussed with the Board. **Brendan** felt he was put in an awkward position being a Selectboard member and not being aware of information produced by his own Board. **John** said he asked **Tad** to include the data after the fact for comparison purposes. **Eddie** said next year we should discuss this as a **Board**. **Brendan** said in the future he would like to be informed of any additions or changes.

Fire Department: Chief Charlie Corey, Fire Wards Dave Joki, Dave Santuccio present
Proposed 2018 Budget: \$475,008.

Chief Corey suggested to the **Board** that the estimated raise percentage placeholder be left out of the preliminary budget planning in future years and added in when the actual percentage is decided. **Chief Corey** asked the Board to sign a letter from the Town of Brookline to US Cellular stating that no building permits are required for the attachment of the new radio antennas to the cell towers. **Brendan moved, seconded by Tom, for Tad to sign the letter to US Cellular; Voted Yes 5-0.** **Chief Corey** stated that the Fire Department is applying for a grant to buy a new fire truck and if the grant is approved, they will be asking the town to vote on a warrant article at town meeting to cover the balance of the truck's cost not paid for by the grant.

Police Department: Chief Bill Quigley present

Proposed 2018 Budget: \$822,031

Pest Control:

Proposed 2018 Budget: \$200

Recreation Commission: Rich Vertullo present

Proposed 2018 Budget: \$42,575

Rich noted expected Field Revenue as follows: Soccer \$1,000, Baseball \$2,000 and Volleyball \$4,500.

General Government Buildings: Presented by Tad Putney

Proposed 2018 Budget: \$188,680

Town Hall: \$22,111

Two signs on side yard need replacement. **Tad** said an estimate of \$1,900-\$2,200 had just been received to replace the two signs with composite material. It was agreed that the sign replacements would not be added for the 2018 budget at this time.

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Annex: \$450

Safety Complex \$64,345

Tad said that the figure includes an estimated cost of \$20,000 for the addition of a surveillance system on the ambulance side of the Safety Complex given it is the one town building (other than library) without a surveillance system. He also noted the preliminary budget figures include \$6,500 for annual maintenance of the lawn.

Library: \$26,706

Fire Station: \$68,807

Chief Corey explained the items included finishing the roof, electrical work and completing the exhaust system.

Chapel: \$2,200

Wooden Door on Chapel needs professional attention. **Brendan** suggested increasing Maintenance and Improvements by \$500 to cover repairs to the door. New line item total increased to \$1,300.

Brusch Hall: \$4,060

Gale asked if there are any plans to look into solar for our government buildings. **Tad** said that the American Legion is looking into solar to see if the numbers make sense. **Eddie** said a switch to LED lights would be beneficial. **Brian** suggested chartering the Facilities Committee to look at the topics next year and the potential pursuit of them for town buildings.

Patriotic Purposes: \$8,500 presented by Tad Putney

Eddie suggested increasing by \$250 to allow for potential inflation in fireworks cost while keeping the budget item flat from the current year. Item increased to \$8,750.

Cable Access: \$17,795 presented by Tad Putney

Tad said that the budget includes \$5,000 for equipment in the event of equipment/ computer failures related to broadcasting of channel 192.

Finance Committee Analysis

Brian said the Austin/Martin bond expense in 2018 inflates the operating budget as the expense will actually be paid from the Land Acquisition Fund. **Brian** stated that Brookline's total tax rate is high relative to other towns in the state, but the Town's portion is 15.8% of the overall tax rate. He provided data on the town portion of the tax rate among a group of peer towns and the average town portion was \$6.05; higher than Brookline's current \$5.16 level.

*John moved, seconded by Eddie, to go into non-public session per RSA 91-A:3 II
(1) Legal; Voted Yes 5-0.*

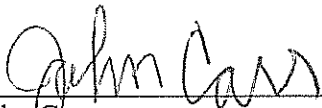
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John moved, seconded by Brendan, to come out of non-public session and seal the minutes; Voted Yes 5-0.

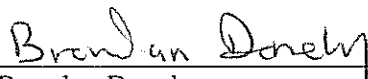
Eddie moved, seconded by Brendan, to adjourn; Voted Yes 5-0.

8:46pm meeting adjourned.

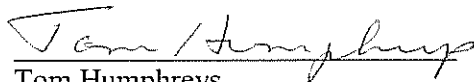
Minutes submitted by Sharon Sturtevant.



John Carr



Brendan Denehy



Tom Humphreys

Valerie Ogden



Eddie Arnold

Town of Brookline, NH
W#41-2017

10/09/17

Date	Num	Name	Memo	Amount
1010 - General Checking Acc't				
10/09/201	50854	AppRiver LLC	W#41-2017	-536.80
10/09/201	50855	Arrow International Inc	W#41-2017	-562.91
10/09/201	50856	AT&T	W#41-2017	-27.42
10/09/201	50857	Avitar Assoc of New Engla...	W#41-2017	-3,366.66
10/09/201	50858	Bound Tree Medical LLC	W#41-2017	-312.61
10/09/201	50859	Brookline Library Trustees	W#41-2017	-21,265.25
10/09/201	50860	Brookline School District	W#41-2017	-500,000.00
10/09/201	50861	C L Farwell Construction L...	W#41-2017	-16,838.45
10/09/201	50862	Chem Serve	W#41-2017	-1,721.40
10/09/201	50863	Clinical 1 Home Medical	W#41-2017	-347.50
10/09/201	50864	Continental Paving Inc	W#41-2017	-49,473.00
10/09/201	50865	D.C. Slocomb Co	W#41-2017	-728.20
10/09/201	50866	Daryl Pelletier	W#41-2017	-2,372.50
10/09/201	50867	DJ Kinney Trucking	W#41-2017	-150.00
10/09/201	50868	DNG Auto	W#41-2017	-1,988.72
10/09/201	50869	Drescher & Dokmo	W#41-2017	-4,069.25
10/09/201	50870	East Coast Emergency Ou...	W#41-2017	-46.95
10/09/201	50871	Education & Professional ...	W#41-2017	-12.00
10/09/201	50872	Eversource	W#41-2017	-26.70
10/09/201	50873	FairPoint Communications	W#41-2017	-923.28
10/09/201	50874	Fire Safety Education	W#41-2017	-190.00
10/09/201	50875	Granite State Concrete Co...	W#41-2017	-1,325.06
10/09/201	50876	Great America Financial S...	W#41-2017	-156.65
10/09/201	50877	Health Trust Inc	W#41-2017	-57.69
10/09/201	50878	Hillsborough County Treas...	W#41-2017	-137.38
10/09/201	50879	Hollis/Brookline Co-op Sch...	W#41-2017	-500,000.00
10/09/201	50880	Interstate Fire Protection	W#41-2017	-14.50
10/09/201	50881	Liberty Supply Inc	W#41-2017	-75.00
10/09/201	50882	MD's Trash Removal Inc	W#41-2017	-230.00
10/09/201	50883	Metropolitan Life	W#41-2017	-370.00
10/09/201	50884	Monadnock Mtn Spring W...	W#41-2017	-135.25
10/09/201	50885	Nashua Reg Plan Commis...	W#41-2017	-973.24
10/09/201	50886	NH Dept. of Health & Hum...	W#41-2017	-444.00
10/09/201	50887	NH Retirement System	W#41-2017	-30,252.75
10/09/201	50888	NH Superior Repair	W#41-2017	-326.95
10/09/201	50889	NH Tax Collector's Ass'n.	W#41-2017	-20.00
10/09/201	50890	NHBOA	W#41-2017	-75.00
10/09/201	50891	Northeast Resource Recov...	W#41-2017	-639.00
10/09/201	50892	Pepperell Community Medi...	W#41-2017	-127.50
10/09/201	50893	Plodzik & Sanderson	W#41-2017	-3,475.00
10/09/201	50894	Prosource Glass Corp	W#41-2017	-59.95
10/09/201	50895	Rich Vertullo Landscaping ...	W#41-2017	-500.00
10/09/201	50896	Sanel Auto Parts	W#41-2017	-45.42
10/09/201	50897	SMFAA	W#41-2017	-1,082.50
10/09/201	50898	Souhegan Regional Landfil...	W#41-2017	-40,543.09

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Town of Brookline, NH
W#41-2017

Date	Num	Name	Memo	Amount
10/09/201	50899	Spaulding Hill Networks, L...	W#41-2017	-569.99
10/09/201	50900	St Joseph Business & Hea...	W#41-2017	-82.00
10/09/201	50901	Staples Credit Plan	W#41-2017	-98.12
10/09/201	50902	Staples Credit Plan - Amb	W#41-2017	-644.94
10/09/201	50903	The Business Clinic	W#41-2017	-822.75
10/09/201	50904	The County Stores Inc	W#41-2017	-60.70
10/09/201	50905	Tracy Dunne	W#41-2017	-108.00
10/09/201	50906	Treas, St. of NH, COAF	W#41-2017	-570.00
10/09/201	50907	Valerie Rearick	W#41-2017	-109.19
10/09/201	50908	Verizon Wireless	W#41-2017	-160.04
10/09/201	50909	WEX Bank-WEX Fleet Uni...	W#41-2017	-572.65
10/09/201	50910	Wilson's Ground Maintena...	W#41-2017	-765.38
Total 1010 · General Checking Acc't				-1,190,589.29
TOTAL				-1,190,589.29

