



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
SELECTBOARD**

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*Minutes
Selectboard
Monday, October 23, 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.

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

Approve Minutes

Brendan moved, seconded by Eddie, to approve the minutes from the October 9th meeting as written; Voted Yes 5-0. Tom moved, seconded by Brendan, to accept the non-public minutes from the October 9th meeting as written; Voted Yes 5-0.

Sign Warrants for Payment

The Board signed **Accounts Payable Warrant #43** in the amount of \$60,495.84, **Payroll Warrant #44** in the amount of \$53,638.34 and a **Police Detail Warrant** in the amount of \$1,597.50.

Review Year to Date Expenses

Tad said at the end of September, we were seventy-five percent of the way through the year and had spent seventy percent of the operating budget. He added that he does not see any areas of notable concern. He said that if the five-year average spending for plowing and sanding during November and December occurs this year, we would be about \$50,000 over on the highway budget, but Jerry is addressing this possibility by underspending on resurfacing.

Review Petition for Pole License (29 Mason Road)

Brendan recused himself as a Board member to speak to this issue as a resident/property owner and moved to the audience. He then said he resides at 31 Mason Road and also owns 24 Mason Road, which is across the street from #29. Eversource put a support pole across the street from 29 Mason Road to support a transformer. **Brendan** said they did so before getting approval from the Board for a pole license. **Brendan** said as the land owner, he asks that the Board not permit the pole and inform Eversource not to move forward with pole installations or repairs without permission. **John** suggested that **Tad** reach out to Eversource for more information. **Tad** suggested the Board require an explanation in writing and the Board agreed.

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Review Request for Proposals for 2018 Safety Complex Lawn Care

Tad said the Safety Complex lawn care contract is up at the end of this year and asked if the Board wishes to move forward with a Request for Proposals, which he has drafted, for another contract term. **Brendan** said in the first phase of the construction of the Safety Complex the landscaping was neglected. For the second phase, we decided to put some thought into it and make it attractive. **Val** said she thinks we should table this. **Eddie** said he would like to see bids come in before the snow, so potential contractors can see the condition of the lawn. **Brendan** said he has no problem moving forward with the bids. **John** said let's get the bids and then we can decide what we want to do.

Selection of Engineering Firm for Bond Street Bridge

Tad said that he, Brendan, Eddie, Linda and Jerry Farwell met a few weeks ago with four engineering firms that were interested in assisting in the evaluation and repair/replacement of the Bond Street bridge. Hoyle Tanner seemed to rise to the top with the most experience and strong relationships with the Department of Transportation. **Linda** said from project start to finish, Hoyle Tanner said they would be there and that is important. **Jerry** said this is just the engineering phase. **Tad** noted that unlike some of the other firms, Hoyle Tanner was not convinced that the current abutments would need to be fully replaced. If they do not need to be, it would be significantly less costly. **Brendan** said Hoyle Tanner talked about other bridge abutments in New England that they have worked on and that experience would be a plus. **Tad** said we should select the "most qualified firm" as well as the "second most qualified" for back up in the event we are unable to come to an agreement on scope and fees with the first firm. He said VHB was selected second most qualified by the group. **Brendan moved, seconded by Eddie, to select Hoyle Tanner as the most qualified engineering firm and VHB as second ranked firm for engineering services on the Bond Street bridge; Voted Yes 5-0.**

Public Works Study Committee Update

Tad said research of highway related spending among 23 peer towns shows the average spending per mile is just under \$19,000. By comparison, Brookline's spending was just under \$14,000 per mile. Additionally, the average amount that the peer towns have put aside in Capital Reserve Funds for highway-related expenses is just over \$200,000, while Brookline has \$0 set aside, and the average number of full time employees at the peer town public works departments is four, though it varies by town. **Tad** said that at the last Public Works Study Committee meeting, it was agreed that Brookline is at a point where we need to hire a full-time Public Works Department Head. Furthermore, he said the committee is recommending two warrant articles for March: one, to hire a person for the new position and, two, an article to fund a Highway Equipment Capital Reserve Fund. He said the committee is expecting to recommend an annual warrant article for each of the next three years of \$100,000 for the Capital Reserve Fund, but having a net tax impact of only \$50,000 by reducing the resurfacing budget by \$50,000 for the same three years. **Jerry** said there is enough money in the budget to continue to support doing what is needed to maintain town roads. **Brendan** asked if the new hire would also be in charge of the Transfer Station. **Jerry** said yes, but if someone else

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signs up for Road Agent in March then the status quo could remain. **Jerry** said 2018 will likely be a transitional year. Pepperell Road resident **Peter Walker** asked if the 23 peer towns are of similar population as Brookline. **Tad** said yes.

COOP - Last Minute Meeting Scheduled for High School Renovations

Tom said he is not happy about the short notice of tonight's meeting at the high school to discuss potential renovations. He said the COOP is seeking six million dollars next year to do renovations, including an artificial turf field. **Tom** said he thinks it is a waste of our tax dollars.

Preliminary Budget Discussions:

Revaluation of Property: **Peter Cook** presented a proposed budget of \$45,062.

Highways, Streets and Bridges: **Jerry Farwell** presented a proposed budget of \$652,001, including a \$50,000 reduction in resurfacing, and a **warrant article for \$100,000** to establish a Highway Equipment Capital Reserve Fund.

Sanitation: **Jerry** and **Tad** presented a proposed budget of \$29,860.

Election and Registration: **Linda Saari** presented a proposed budget of \$6,350. **Linda** said there are three elections this year versus one, and slightly increased stipends.

Planning and Zoning: **Tad Putney** presented a proposed budget of \$60,606.

Conservation Commission: **Jay Chrystal** presented a proposed budget of \$34,323.

Announce Resignations

Tad announced that **Jessica Royea** has informed the Board that she will be resigning her position as Welfare Director as of December 31, 2017. He also announced that **Lorraine Marshall** has said that she will be stepping down as part-time Saturday Transfer Station Attendant at the end of November.

Field Trip to the Hollis Transfer Station

Val suggested that a visit to the Hollis Transfer Station may provide some good ideas for further enhancing the operations at our Transfer Station. Following further discussion, *Val moved, seconded by Eddie, for the Board to take a field trip to the Hollis Transfer Station on Saturday, November 4th at 1pm; Voted Yes 5-0.*

John moved, seconded by Eddie, to move into non-public session re RSA 91-A:2 I (a) union negotiations and RSA 91-A:3 II (l) legal; Roll call vote Yes 5-0.

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

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Setting the Tax Rate


The Board decided to hold a special meeting on Friday, October 27th at 8am to discuss setting the 2017 tax rate.

Eddie moved, seconded by Brendan, to approve the non-public minutes of the October 9th meeting; Voted Yes 5-0.

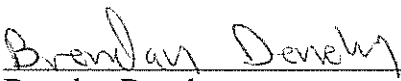
Brendan moved, seconded by Tom, to adjourn; Voted Yes 5-0.

Meeting adjourned at 9:15pm.

Minutes Submitted by Sharon Sturtevant.

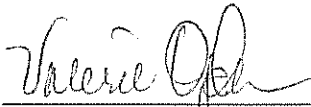


John Carr

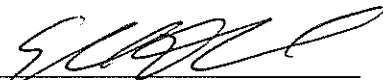


Brendan Denehy

Tom Humphreys



Valerie Ogden



Eddie Arnold

Town of Brookline, NH

W#43-2017

10/23/17

Date	Num	Name	Memo	Amount
1010 · General Checking Acc't				
10/23/201	50913	Aflac	W#43-2017	-605.42
10/23/201	50914	AFSCME Council 93	W#43-2017	-214.72
10/23/201	50915	Anrik Irrigation, Inc	W#43-2017	-85.00
10/23/201	50916	Arcomm Communications	W#43-2017	-297.24
10/23/201	50917	AT & T	W#43-2017	-41.42
10/23/201	50918	Avitar Assoc of New Engla...	W#43-2017	-3,366.66
10/23/201	50919	Bob's Truck Service	W#43-2017	-750.00
10/23/201	50920	Bound Tree Medical LLC	W#43-2017	-160.99
10/23/201	50921	Brox Industries Inc	W#43-2017	-220.00
10/23/201	50922	Business Card	W#43-2017	-449.23
10/23/201	50923	C L Farwell Construction L...	W#43-2017	-13,785.00
10/23/201	50924	Central Paper Products Inc	W#43-2017	-46.05
10/23/201	50925	Charter Communications	W#43-2017	-320.35
10/23/201	50926	Cook, Little, Rosenblatt & ...	W#43-2017	-912.50
10/23/201	50927	Core & Main	W#43-2017	-2,349.00
10/23/201	50928	D.C. Slocomb Co	W#43-2017	-1,367.60
10/23/201	50929	Devine Millimet & Branch	W#43-2017	-2,172.50
10/23/201	50930	DNG Auto	W#43-2017	-130.00
10/23/201	50931	East Coast Emergency Ou...	W#43-2017	-28.00
10/23/201	50932	Eversource	W#43-2017	-890.96
10/23/201	50933	Fire Smart Promotions	W#43-2017	-478.50
10/23/201	50934	Gerard Michaud	W#43-2017	-1,320.00
10/23/201	50935	Granite State Concrete Co...	W#43-2017	-820.05
10/23/201	50936	Health Trust Inc	W#43-2017	-57.69
10/23/201	50937	Kinney Towing & Transpor...	W#43-2017	-994.95
10/23/201	50938	LaBombard Engineering L...	W#43-2017	-3,046.25
10/23/201	50939	Liberty Supply Inc	W#43-2017	-763.50
10/23/201	50940	Metropolitan Life	W#43-2017	-370.00
10/23/201	50941	Neptune Uniforms & Eqpt,...	W#43-2017	-331.80
10/23/201	50942	NH Assoc. of Conservation...	W#43-2017	-333.00
10/23/201	50943	NH Dept. of Health & Hum...	W#43-2017	-444.00
10/23/201	50944	Purchase Power	W#43-2017	-208.99
10/23/201	50945	RMG Enterprise LLC	W#43-2017	-500.00
10/23/201	50946	Rymes Propane & Oil	W#43-2017	-395.19
10/23/201	50947	Sheryl Corey	W#43-2017	-82.76
10/23/201	50948	Solitude Lake Management	W#43-2017	-15,133.00
10/23/201	50949	Spaulding Hill Networks, L...	W#43-2017	-1,860.00
10/23/201	50950	Stadium Graphics	W#43-2017	-200.00
10/23/201	50951	Staples Credit Plan	W#43-2017	-775.16
10/23/201	50952	Syncb/Amazon	W#43-2017	-892.94
10/23/201	50953	Tad Putney	W#43-2017	-25.00
10/23/201	50954	TDS Telecom	W#43-2017	-157.02
10/23/201	50955	The Telegraph	W#43-2017	-36.80
10/23/201	50956	Treasurer State of NH-NHCI	W#43-2017	-53.81
10/23/201	50957	True Blue Cleaners	W#43-2017	-16.36

Town of Brookline, NH
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10/23/17

Date	Num	Name	Memo	Amount
10/23/201	50958	U.S. Cellular	W#43-2017	-141.35
10/23/201	50959	Ultimate Green Cleaning	W#43-2017	-512.25
10/23/201	50960	WEX Bank - Sunoco Sun ...	W#43-2017	-1,430.08
10/23/201	50961	William N Lamarre Concre...	W#43-2017	-922.75
Total 1010 - General Checking Acc't				-60,495.84
TOTAL				-60,495.84

John Call

Brendan S Donnelly

Tom Humphrey

Valerie O'Neil

[Signature]