



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
SELECTBOARD**

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*Minutes
Selectboard
Monday, December 18, 2017*

Selectboard members present: John Carr, Brendan Denehy, Tom Humphreys, Val Ogden and Eddie Arnold along with Town Administrator Tad Putney. Also present: Conservation Commission member Drew Kellner, Finance Committee members Linda Chomiak and Brian Rater, Fire Chief Charlie Corey, Transfer Station Lead Attendant Jim Solinas, Road Agent Jerry Farwell, and resident Ann Somers.

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

Public Input

Tom said he recently saw some data on the 20 top ranked towns in NH for safety. Brookline ranked 9th and Hollis ranked 13th. Tom added that he feels this is a positive reflection on the Brookline Police Department under **Chief Quigley**.

Approve Minutes

Brendan moved, seconded by Eddie, to approve three sets of non-public minutes from the Monday, December 11th meeting; Voted Yes 5-0.

Sign Warrants for Payment

The Board signed **Accounts Payable Warrant #51** in the amount of **\$117,701.69**, **Payroll Warrant #52** in the amount of **\$54,028.35**, **Police Detail Warrant** in the amount of **\$585.00** and **Year-end Sick Time Buyout** in the amount of **\$20,735.40**.

Old Business

None.

Unused Vacation Time Carryover Requests

The Board reviewed the 2017 unused vacation time carryover requests. *Tom moved, seconded by Brendan, to approve the requests to carryover the unused vacation hours from 2017 to 2018; Voted Yes 5-0.*

Review and Discuss 2018 Contract with Pepperell Community Media

Tad said we have been using this company for the past five years and they are paid out of the cable access fund, not taxpayer dollars, to manage channel 192. The **Board** members signed the contract for 2018.

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Consider Encumbering 2017 Additional Highway Block Grant

Tad said we have been advised to encumber the unanticipated highway block grant funds the Board accepted at an earlier meeting. He said there will be a 2018 warrant article seeking to direct the funds to the Bond Street Bridge Capital Reserve Fund.

Brendan moved, seconded by Eddie, to encumber the unanticipated highway block grant funds in the amount of \$121,255.95 received in 2017, per SB38, for future use as determined in 2018; Voted Yes 5-0.

Move Next Selectboard Meeting Date

Tad said **John** had suggested we put this on the agenda to discuss. The Board agreed to move the next Selectboard meeting from January 2 to January 8, 2018.

Charlie Corey re Fire Pond at 7 Main Street

Charlie said he would like to clean out the leaves and other debris from the water hole at 7 Main Street to let more water in. He added that this would be done at his own expense. **Brendan** advised that dredging ponds requires a state permit and needs to be presented to the Conservation Commission. **Charlie** said he will go through all of the proper steps, but first wanted permission from the town. **Brendan** read a letter signed by the Board of Fire Engineers proposing this project. ***Brendan moved, seconded by Eddie, to authorize John to sign an approval letter from the Board for the cleanout of the water hole at 7 Main Street; Voted Yes 5-0.***

Review and Discuss closing for purchase of: H-102, K-62 and K62-1

Drew said H-101 and H-127 will also be covered by the same conservation easement. The Board reviewed the closing documents and conservation easement. ***Brendan moved, seconded by Tom, to authorize John to sign the closing documents and easements; Voted Yes 5-0.***

Discuss Revisions to Transfer Station Rules

Tad said he, **Jerry**, and **Jim** have proposed amendments to the current Transfer Station rules and they wanted to review them with the Board. He said there were three items that they discussed: whether permit stickers should be required to use the Transfer Station, where the stickers will be located on vehicles and if small scale commercial entities should be permitted to dispose of trash. **Tad** asked if the Board thought permit stickers should be required. **Brendan** said yes, with the ability for attendants to use discretion if a resident has borrowed someone else's vehicle. **Tom** said he agreed with the permit requirement. **Eddie** said he also agreed and asked how new residents get a permit. **Jim** advised how permits are obtained. **Val** agreed permits are acceptable. She also suggested we add information to the town website about the permit requirement. **Tad** said current rules do not allow people to remove items from the metal pile without permission from an attendant. While this prohibition has not been enforced recently, the Board agreed that it should be put into practice moving forward. **Tad** also asked if Brookline should specifically prohibit small scale businesses from disposing of trash. He noted Hollis does not prohibit such disposal. **Jerry** said that it is not a problem currently and we could simply monitor it in the future. ***Tom moved, seconded by Brendan, to approve the amended Transfer Station Rules; Voted Yes 5-0.***

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Discuss Use of Discontinued Portion of Hood Road for Overflow Parking

Brendan said the Palmer Bartell trail parking lot has been full at times and the Conservation Commission would like to use the currently discontinued part of Hood Road for overflow parking. **Drew** said a mountain bike club uses the trails often and would like to offer for them to use the Hood Road portion for parking. **Eddie** asked if we should talk to the state. **Drew** said it was not necessary. **Tad** said he thought there is room for expanding the current parking lot. **Drew** said that is the plan, but they would like to wait one more year to address some existing weed control issues in that area. The Board expressed concerns about crossing Route 13. **Val** said she wants to think about it further. **Brendan** said we have time and suggested it be considered further in March or April.

Presentation of Public Works Study Committee Report

Eric Pauer said the committee met six times and discussed options for addressing road maintenance functions in the absence of a Road Agent. He noted the committee looked at 23 other towns and weighed pros and cons of alternative approaches. He said the committee recommends hiring a full-time public works director and also creating a capital reserve fund for the purchases of equipment. **Eric** said the plan also recommends priorities for the purchase of equipment. He noted only one of the 23 peer towns has a similar arrangement to what Brookline currently has with a Road Agent. **Eric** said he and the committee members felt the recommended approach makes sense. **Tad** added that the report is now on the town website. **Linda** noted that the plan provides a reasonable, phased approach to establishing a public works department. **Eric** noted the plan suggests 2020 as the year a building is constructed at the Transfer Station for the Public Works Department. **Brendan** noted it was a very clear report and he would also like some more details on how current costs would be covered by full-time employees. **Linda** said that the Finance Committee can provide such an analysis. **Val** asked if equipment would need to be new. **Tad** said no, but we decided to develop "worst case" costs and they could be less if either used equipment was purchased or if the decision is made to lease equipment. **Linda** suggested that we could also pursue government surplus equipment.

Warrant Articles

Tad noted the potential addition of three warrant articles. The first is related to SB191, which funds full-day kindergarten through the on-line gambling game known as KENO. He said that the NH Lottery has asked each town to have a warrant article that will permit KENO within each town's borders. **Brendan**, **Eddie** and **Tom** said they thought it should be on the warrant so the voters can decide. **Tad** said that the History Committee has asked for another \$5,000 to update the town history. He said it may not be needed and, if not, will be returned to the taxpayers. **Tad** said that DRA has advised us to have a separate warrant article to fund the payment of the bond related to the Martin-Austin property purchase, which will remove the amount from the 2018 operating budget.

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Proposed Agenda for next Meeting

Tad noted the one item he has for the next meeting is members of the Melendy Pond Study Committee attending and present their report. Board members did not have any other items at this time.


John moved, seconded by Brendan, to move in to non-public session per RSA 91-A:3 II (a) Personnel; 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.

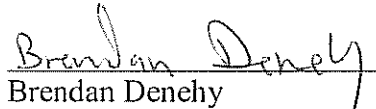
Brendan moved, seconded by Tom, to adjourn; Voted Yes 5-0.

8:24pm meeting adjourned.

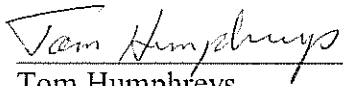
Minutes submitted by Sharon Sturtevant.




John Carr




Brendan Denehy



Tom Humphreys



Valerie Ogden



Eddie Arnold

Town of Brookline, NH
W#51-2017

12/18/17

Date	Num	Name	Memo	Amount
1010 - General Checking Acc't				
12/08/201	51128	NH Retirement System	W#51-2017	-30,374.96
12/18/201	51129	AFSCME Council 93	W#51-2017	-251.46
12/18/201	51130	Aqualogic Inc	W#51-2017	-2,600.00
12/18/201	51131	AT & T	W#51-2017	-42.03
12/18/201	51132	Avitar Assoc of New Engla...	W#51-2017	-3,366.66
12/18/201	51133	Beltronics Inc	W#51-2017	-750.00
12/18/201	51134	Blue Book	W#51-2017	-27.95
12/18/201	51135	Bobbie Canada	W#51-2017	-42.97
12/18/201	51136	Brian J Edwards	W#51-2017	-5.00
12/18/201	51137	Burbee Firewood Company	W#51-2017	-3,000.00
12/18/201	51138	Business Card	W#51-2017	-827.55
12/18/201	51139	C L Farwell Construction L...	W#51-2017	-28,873.50
12/18/201	51140	Chappell Tractor Sales Inc	W#51-2017	-145.66
12/18/201	51141	Charles E. Bunker Woodw...	W#51-2017	-1,100.00
12/18/201	51142	Charter Communications	W#51-2017	-223.68
12/18/201	51143	D.C. Slocomb Co	W#51-2017	-190.00
12/18/201	51144	David M. Muse Jr	W#51-2017	-149.99
12/18/201	51145	Deena Biesecker-Hall	W#51-2017	-59.99
12/18/201	51146	DeMoulas Supermarkets Inc	W#51-2017	-459.05
12/18/201	51147	DeVincentis Electric	W#51-2017	-975.00
12/18/201	51148	Devine Millimet & Branch	W#51-2017	-2,365.00
12/18/201	51149	Drescher & Dokmo	W#51-2017	-512.50
12/18/201	51150	Eversource	W#51-2017	-925.72
12/18/201	51151	Fire Tech & Safety of NE	W#51-2017	-137.75
12/18/201	51152	Francis Gavin	W#51-2017	-161.99
12/18/201	51153	Gerald Farwell	W#51-2017	-997.00
12/18/201	51154	Glenn Spargo	W#51-2017	-123.75
12/18/201	51155	Grey Rock Landscaping	W#51-2017	-250.00
12/18/201	51156	Hampshire Fire Protection ...	W#51-2017	-596.05
12/18/201	51157	Health Trust Inc	W#51-2017	-57.69
12/18/201	51158	Industrial Protection Servic...	W#51-2017	-1,515.00
12/18/201	51159	Janice M Watt	W#51-2017	-160.95
12/18/201	51160	Jason Kramarczyk	W#51-2017	-150.00
12/18/201	51161	Jess Shea	W#51-2017	-124.95
12/18/201	51162	LaBombard Engineering L...	W#51-2017	-200.00
12/18/201	51163	Lereta, Attn Refunds	W#51-2017	-1,347.00
12/18/201	51164	Maynard & Lessieur Inc	W#51-2017	-651.56
12/18/201	51165	MD's Trash Removal Inc	W#51-2017	-230.00
12/18/201	51166	Metropolitan Life	W#51-2017	-320.00
12/18/201	51167	Myron Corp.	W#51-2017	-148.20
12/18/201	51168	Nashua Reg Plan Commis...	W#51-2017	-2,313.31
12/18/201	51169	Neptune Uniforms & Eqpt.,...	W#51-2017	-8.00
12/18/201	51170	NH Dept. of Health & Hum...	W#51-2017	-444.00
12/18/201	51171	NH Superior Repair	W#51-2017	-38.20
12/18/201	51172	NHCCM	W#51-2017	-50.00

12/18/17

Town of Brookline, NH
W#51-2017

Date	Num	Name	Memo	Amount
12/18/201	51173	Pepperell Community Medi...	W#51-2017	-221.00
12/18/201	51174	Pioneer Tree Service	W#51-2017	-1,600.00
12/18/201	51175	Pitney Bowes Global Finan...	W#51-2017	-133.20
12/18/201	51176	Purchase Power	W#51-2017	-48.00
12/18/201	51177	Razzaboni Home Builders ...	W#51-2017	-16,092.00
12/18/201	51178	Rich Vertullo Landscaping ...	W#51-2017	-275.00
12/18/201	51179	Scribbles Early Learning C...	W#51-2017	-1,200.00
12/18/201	51180	Shattuck-Malone Oil Co	W#51-2017	-630.57
12/18/201	51181	Sidney Hall Jr	W#51-2017	-1,169.60
12/18/201	51182	Spaulding Hill Networks, L...	W#51-2017	-2,279.00
12/18/201	51183	Stadium Graphics	W#51-2017	-80.00
12/18/201	51184	State of NH-Criminal Reco...	W#51-2017	-25.00
12/18/201	51185	State of NH - DMV	W#51-2017	-15.00
12/18/201	51186	Tad Putney	W#51-2017	-1,057.98
12/18/201	51187	TDS Telecom	W#51-2017	-157.90
12/18/201	51188	Town Hall Streams	W#51-2017	-250.00
12/18/201	51189	Tracy Dunne	W#51-2017	-268.47
12/18/201	51190	Treasurer State of NH-NHCI	W#51-2017	-910.99
12/18/201	51191	Treasurer, State of NH-DES	W#51-2017	-100.00
12/18/201	51192	Treasurer, State of NH - D...	W#51-2017	-1,150.00
12/18/201	51193	U.S. Cellular	W#51-2017	-351.22
12/18/201	51194	United Site Services	W#51-2017	-72.50
12/18/201	51195	Verizon Wireless	W#51-2017	-160.04
12/18/201	51196	WEX Bank-WEX Fleet Uni...	W#51-2017	-222.93
12/18/201	51197	WEX Bank-WEX Fleet Uni...	W#51-2017	-300.42
12/18/201	51198	WEX Bank - Sunoco Sun ...	W#51-2017	-1,390.89
12/18/201	51199	William Quigley	W#51-2017	-93.08
12/18/201	51200	Yvonne Gutierrez	W#51-2017	-152.83

Total 1010 · General Checking Acc't -117,701.69

TOTAL -117,701.69

John J. Carr

Brandon Dench

Tom Humphrey

Valerie Ogle

[Signature]