



**TOWN OF  
BROOKLINE, NEW HAMPSHIRE  
SELECTBOARD**

**P.O. BOX 360 – 1 Main Street  
BROOKLINE, NH 03033-0360**

Telephone (603) 673-8855, ext. 213  
Fax (603) 673-8136

[Selectboard@brookline.nh.us](mailto:Selectboard@brookline.nh.us)

<http://www.brookline.nh.us>

*Minutes  
Selectboard  
Monday, August 13, 2018*

Selectboard members present: Brendan Denehy, Eddie Arnold, Tom Humphreys, Valerie Ogden and Ron Olsen along with Town Administrator Tad Putney. Also present: Charlie Corey, Sheryl Corey, Carol Anderson-Farwell, Jay Bishop, Mike Wenrich, Ann Somers, Roger Ogden, and Tom Rogers.

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

**Public Input**

There was no public input.

**Eddie** read a statement stating "Shortly after midnight on Friday, August 11, 2018, the Brookline Police Department responded to a report of gun shots in the vicinity of 112B Route 13 in Brookline. Brookline Police, assisted by Hollis and Milford Police Departments and the NH State Police, arrested two individuals. A 16 year-old male for "Disorderly Conduct" and Efren Cortez, a 30 year-old male resident of 112B Route 13 for Felon in Possession of a Firearm, Reckless Conduct with a Deadly Weapon and Resisting Detention. There were no injuries and the case remains under investigation."

**Approve Minutes**

*Eddie moved, seconded by Ron, to approve the minutes of the Monday, July 30<sup>th</sup> 2018 meeting as written; Voted Yes 5-0. Eddie moved, seconded by Val, to approve the minutes of the Thursday, August 2<sup>nd</sup> 2018 meeting as written; Voted Yes 4-0, Ron abstained. Eddie moved, seconded by Val, to approve two sets of non-public minutes from the Monday, July 30<sup>th</sup> 2018 meeting as written; Voted Yes 5-0. Eddie moved, seconded by Val, to approve the non-public minutes from the Thursday, August 2<sup>nd</sup> 2018 meeting as written; Voted Yes 4-0, Ron abstained.*

**Sign Warrants for Payment**

*The Board signed Accounts Payable Warrant #33 in the amount of \$1,442,679.86, Payroll Warrant #34 in the amount of \$56,524.09 and Police Detail Warrant in the amount of \$1,852.50.*

**Review Year-to-Date Expenses**

**Tad** said at the end of July we were 58% of the way through the year and had spent 58% of the operating budget. He said there are a few line items where we have spent

*Selectboard Minutes*  
*Monday, August 13, 2018*  
*Page 2*

100% of the budgeted amounts, including: principal and interest on bonds, health agencies payments, cemeteries, and insurance. **Tad** said he also included the running tally of unexpected expenses versus savings and we are okay, but we will continue to monitor it as we get into the fall.

**Old Business**

- **Follow-up Letter to NHDOT re Route 13 Speed Study**

**Tad** reviewed a draft letter to NHDOT, which followed up on the last meeting's discussion about the speed study and safety concerns along Route 13. He said the letter is addressed to the two NHDOT attendees who were at the meeting and the letter focuses on the four main Route 13 intersections. It seeks specific recommendations from NHDOT on how to address current safety concerns for each intersection. The Board gave input for edits to the draft letter. **Tad** said he will make the edits to the first page. The Board signed the second page. **Brendan** noted that the minutes for the last meeting were much more detailed at the request of NHDOT.

- **Route 13 and South Main Street**

**Tom** said he thinks we could use a full traffic light at the intersection of South Main Street and Route 13. **Tad** said a few months ago the Board asked the Nashua Regional Planning Commission to put upgrades to the intersection in the State's 10-year plan. **Eddie** said it is a state road and he doesn't think the State will put a traffic light in a 50 mph zone. He added the speed would have to be reduced and that may make things safe enough not to need a light. **Val** asked about the cost of a traffic light. **Tad** said based on discussions with NHDOT for other intersections, it could cost hundreds of thousands of dollars to put in a traffic light. **Brendan** said the State has lately been installing roundabouts to slow down traffic and avoid being stuck at a light.

**6:45 - Fire Chief Corey re Periodic Discussion with the Board**

**Charlie** said one of the Board's concerns was the new fire radios. The delay with the radios involved US Cellular and their lengthy approval process for placing new equipment on their towers. He said he is hoping to have the project done by mid-September. **Charlie** said we have made some repairs to the Ball Hill shed to protect the radio equipment from extreme cold. He said we've been doing extensive washing of fire gear. Twice a year we wash everyone's gear. It costs \$7,775.75 to outfit a fireman with fire gear, clothing, equipment, training and medical exams from the time they first come through the door until they reach Level One. **Charlie** said we would like to put a warrant article in to replace Engine 4. **Brendan** said **Charlie** showed him the fire truck and why we need a new one and added if anyone has a chance to visit the fire station and get information on the trucks, you should go. Saturday September 29<sup>th</sup> is the Open House at the Fire Station. **Val** asked if they are still wanting to build the addition to house the antiques. **Charlie** said it is being pursued.

**Sheryl Corey re Update on 250<sup>th</sup> Planning**

**Jay Bishop** said they have raised \$65,000 so far for the 250<sup>th</sup> celebration. The committee took a field trip to Ashland, NH where they recently celebrated their town's 250<sup>th</sup>. **Jay** said there is a license plate initiative that allows residents celebrating a milestone year to replace their front license plates with one designed by their town

*Selectboard Minutes*  
*Monday, August 13, 2018*  
*Page 3*

and we have applied for approval. **Sheryl** said the State of NH will be requiring a letter from the Selectboard on town letterhead asking permission to do the front license plates; we are just waiting for an email back from them. **Jay** said they are also applying for a NH Center for the Arts grant, which they will also require sign-off by the Board. **Jay** said it is the committee's recommendation to reverse the July 4<sup>th</sup> parade route and instead start at the school and end at the cemetery for the 250<sup>th</sup> parade. **Eddie** asked about the fundraising goal. **Carol** said \$200,000. She added that the businesses in town are very excited about the 250<sup>th</sup> and have been very generous towards the fundraising effort. She said there will be smaller tier items like banners along the parade route for smaller businesses and families at an affordable price. The parade will be on Saturday, September 21, 2019. **Sheryl** said we will be doing other fundraisers like the New Year's Eve Ball at the Brookline Event Center on December 31, 2018. If anyone wants to volunteer, the 250th Committee meets at the Fire Station on the 3<sup>rd</sup> Wednesday of every month at 7:00pm.

**Mike Wenrich re Resurfacing of Town Roads**

**Mike** reviewed with the Board a map of the roads he plans to resurface this year, including: Hillside Drive, West Hill Road, Wallace Brook Road, and potentially a section of Russell Hill Road. He said it's a little over a mile and a half. **Val** asked if he is going to subcontract out the work. **Mike** said yes, he will be seeking bids from Continental Paving, Advanced Asphalt and R & D Paving. **Tad** said one thing we've learned is we get the most bang for our buck if we can keep the paving crew in the same neighborhood. **Tom** said Laurel Crest has not been paved in over 20 years. He said it's some of the highest taxed property in town and he is a resident there. **Tom** said he is making a formal request to have it paved. **Mike** said he was not aware of that and will look into it. **Brendan** said that **Mike** is able to reference a Pilot Road Management Study done by the NRPC a few years ago in his evaluation of our roads. **Brendan** also said we took money out of the paving budget this year to start the DPW, which is why it is only a mile and a half of paving this year. **Tom Rogers** said he is one of the Brookline Commissioners to the NRPC and he wanted to add that Brookline was one of the test cases for the road study **Brendan** referenced. The NRPC came out and did a very detailed analysis of the town's roads and found they were far superior to the other towns in the NRPC area. He said, from a quality of roads standpoint, we've done a really good job of keeping them up and maintaining them.

**Finalize Capital Improvement Plan Submission**

**Tad** identified the items on the Selectboard's submission for the 2019-2024 Capital Improvements Plan: \$10,000 for a Capital Reserve Facilities Fund in 2019 and 2020, \$20,000 for engineering work on a new DPW Building in 2019 and an estimated \$400,000 bond for a new building in 2020, and \$50,000 annually in 2021-2024 for the Bond Street Bridge Capital Reserve Fund. He said we were also including a placeholder of \$1 each year for Energy Conservation Efforts. **Eddie** suggested we may want to budget for the more expensive LED bulbs to save electricity down the road. **Brendan** said maybe next year we can pull together a committee to look into saving energy.

*Selectboard Minutes*  
*Monday, August 13, 2018*  
*Page 4*

**Preliminary 2019 Budget Discussion**

**Brendan** reviewed, and the Board discussed, a draft letter to the department heads regarding preliminary 2019 budgeting. It was decided that the objective would be “flat to declining” budgets. It was also agreed that guidance would include 3% pay increases, but a survey of peer towns would be done later in the year, which could modify the actual increase amount. It was also agreed that a fourth budget meeting (on November 19<sup>th</sup>) would be used to have follow-up budget discussions as warranted.

**Roger** asked why **Tad** spoke for the Planning Board at the budget hearings last year. **Tad** said the last few years he has spoken for the Planning Board because it is a pretty straight forward budget.

**Discuss Using Old Hood Road Section for Overflow Parking**

**Brendan** explained we are looking at making a discontinued section of Hood Road potential overflow parking. **Tom Rogers** said as far as accessibility there is Palmer Bartell on one side of the potential parking area and the Melendy property trails on the other side, so it would be a good spot for parking. The Board agreed. **Eddie** asked if there is any legal liability. **Brendan** said no there is not.

**Melendy Pond Planning Committee (MPPC) Update**

**Tad** said the MPPC is planning to attend the September 10<sup>th</sup> Selectboard meeting to provide an interim update on its progress. He said the committee has been focused in three areas: assessing market rental rates in the event extension of the leases are permitted, a survey of the tenants, and brainstorming potential future uses of the property.

**Transfer Station Evaluation Committee (TSEC) Update**

**Tad** updated the Board on the TSEC’s work to date. He said they would be having their fourth meeting on Wednesday. He said they have initially focused on near-term items and will soon be focusing on longer-term issues, including, potentially a warrant article to see if the town wants to make recycling mandatory. **Val** said she saw a car with a Massachusetts license plate and reported it to **Jim**. **Tad** said he and **Jim** have recently had a discussion about having another sticker-checking day.

**Discuss Schedule for September Primary – Sept. 11th**

**Brendan** said the State Primary requires three Board members be present. The Board reviewed the schedule and will finalize it at the next meeting.

**Discuss Potential Prohibition of Political Signs at Town Facilities**

After a brief discussion, the Board amended a draft ordinance that will prohibit political signs at the Town Hall, Fire Station, Safety Complex, Library, Chapel/Brusch Hall, and Annex. **Tad** will amend the document for formal adoption at the next meeting.

**Mail Folder**

The Board reviewed the mail folder.

*Selectboard Minutes*  
*Monday, August 13, 2018*  
*Page 5*

**Discuss Next Meeting Agenda**

**Tad** noted the following items for the next meeting agenda:

- Open Propane Bids
- Public Hearing - Animals on Public Property
- Review Purchasing Policy

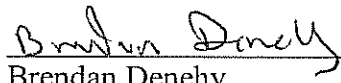
*Brendan moved, seconded by Eddie, to move into non-public session per RSA 91-A:3 II (c) reputation; Roll Call Vote Yes 5-0.*

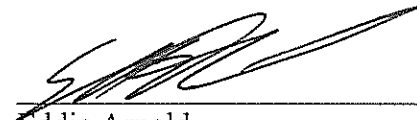
*Brendan moved, seconded by Eddie, to come out of non-public session and seal the minutes; Roll Call Vote Yes 5-0.*

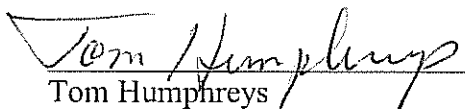
*Eddie moved, seconded by Ron, to adjourn the meeting; Voted Yes 5-0.*

Meeting adjourned at 8:38pm.


Minutes submitted by Sharon Sturtevant.

  
Brendan Denehy

  
Eddie Arnold

  
Tom Humphreys

\_\_\_\_\_  
Valerie Ogden

  
Ron Olsen

08/13/18

Town of Brookline, NH  
W#33-2018

| Date                                 | Num   | Name                          | Memo      | Amount      |
|--------------------------------------|-------|-------------------------------|-----------|-------------|
| <b>1010 - General Checking Acc't</b> |       |                               |           |             |
| 08/10/201                            | 52053 | NH Retirement System          | W#33-2018 | -46,160.24  |
| 08/13/201                            | 52054 | AT & T                        | W#33-2018 | -41.71      |
| 08/13/201                            | 52055 | AT&T                          | W#33-2018 | -21.92      |
| 08/13/201                            | 52056 | Beltronics Inc                | W#33-2018 | -23.75      |
| 08/13/201                            | 52057 | Bergeron Protective Clothing  | W#33-2018 | -1,911.00   |
| 08/13/201                            | 52058 | Bill Graham                   | W#33-2018 | -205.00     |
| 08/13/201                            | 52059 | Brookline Library Trustees    | W#33-2018 | -21,670.52  |
| 08/13/201                            | 52060 | Brookline School District     | W#33-2018 | -650,000.00 |
| 08/13/201                            | 52061 | Brox Industries Inc           | W#33-2018 | -277.43     |
| 08/13/201                            | 52062 | Business Card                 | W#33-2018 | -410.51     |
| 08/13/201                            | 52063 | C L Farwell Construction L... | W#33-2018 | -19,974.50  |
| 08/13/201                            | 52064 | Charter Communications        | W#33-2018 | -223.68     |
| 08/13/201                            | 52065 | Coaching Systems, LLC         | W#33-2018 | -50.00      |
| 08/13/201                            | 52066 | D.C. Slocomb Co               | W#33-2018 | -2,482.00   |
| 08/13/201                            | 52067 | Daryl Pelletier               | W#33-2018 | -4,280.00   |
| 08/13/201                            | 52068 | DeMoulas Supermarkets Inc     | W#33-2018 | -50.00      |
| 08/13/201                            | 52069 | DNG Auto                      | W#33-2018 | -375.82     |
| 08/13/201                            | 52070 | Drescher & Dokmo              | W#33-2018 | -2,511.42   |
| 08/13/201                            | 52071 | East Coast Emergency Ou...    | W#33-2018 | -145.00     |
| 08/13/201                            | 52072 | Eversource                    | W#33-2018 | -897.48     |
| 08/13/201                            | 52073 | Fire Tech & Safety of NE      | W#33-2018 | -923.74     |
| 08/13/201                            | 52074 | Foundation Medical Partners   | W#33-2018 | -901.50     |
| 08/13/201                            | 52075 | Gall's Inc                    | W#33-2018 | -2,317.99   |
| 08/13/201                            | 52076 | Graham Loff                   | W#33-2018 | -169.69     |
| 08/13/201                            | 52077 | Health Trust Inc              | W#33-2018 | -30.00      |
| 08/13/201                            | 52078 | Hillsborough County Treas...  | W#33-2018 | -57.88      |
| 08/13/201                            | 52079 | Hollis/Brookline Co-op Sch... | W#33-2018 | -650,000.00 |
| 08/13/201                            | 52080 | Janice M Watt                 | W#33-2018 | -3.95       |
| 08/13/201                            | 52081 | Jim Solinas                   | W#33-2018 | -16.84      |
| 08/13/201                            | 52082 | Liberty Supply Inc            | W#33-2018 | -75.00      |
| 08/13/201                            | 52083 | MD's Trash Removal Inc        | W#33-2018 | -244.00     |
| 08/13/201                            | 52084 | Metropolitan Life             | W#33-2018 | -320.00     |
| 08/13/201                            | 52085 | Mitchell Municipal Group, ... | W#33-2018 | -133.83     |
| 08/13/201                            | 52086 | Monadnock Mtn Spring W...     | W#33-2018 | -145.75     |
| 08/13/201                            | 52087 | NH Dept. of Health & Hum...   | W#33-2018 | -444.00     |
| 08/13/201                            | 52088 | NH Superior Repair            | W#33-2018 | -283.57     |
| 08/13/201                            | 52089 | Northeast Resource Recov...   | W#33-2018 | -801.00     |
| 08/13/201                            | 52090 | Patricia Howard-Barnett       | W#33-2018 | -43.71      |
| 08/13/201                            | 52091 | Patricia Howard-Barnett T...  | W#33-2018 | -28,017.87  |
| 08/13/201                            | 52092 | Phoenix Security Systems...   | W#33-2018 | -274.99     |
| 08/13/201                            | 52093 | Powell Stone & Gravel         | W#33-2018 | -247.47     |
| 08/13/201                            | 52094 | Rich Vertullo Landscaping ... | W#33-2018 | -275.00     |
| 08/13/201                            | 52095 | Sanel Auto Parts              | W#33-2018 | -38.83      |
| 08/13/201                            | 52096 | Sidney Hall Jr                | W#33-2018 | -1,430.00   |
| 08/13/201                            | 52097 | State of NH-Criminal Reco...  | W#33-2018 | -25.00      |

08/13/18

Town of Brookline, NH  
W#33-2018

| Date                                | Num   | Name                      | Memo      | Amount               |
|-------------------------------------|-------|---------------------------|-----------|----------------------|
| 08/13/201                           | 52098 | State of NH - DMV         | W#33-2018 | -15.00               |
| 08/13/201                           | 52099 | Steve Shumsky             | W#33-2018 | -459.00              |
| 08/13/201                           | 52100 | The County Stores Inc     | W#33-2018 | -74.54               |
| 08/13/201                           | 52101 | Town Hall Streams         | W#33-2018 | -250.00              |
| 08/13/201                           | 52102 | Treas,St. of NH, COAF     | W#33-2018 | -299.00              |
| 08/13/201                           | 52103 | Verizon Wireless          | W#33-2018 | -160.04              |
| 08/13/201                           | 52104 | WBMASON                   | W#33-2018 | -269.94              |
| 08/13/201                           | 52105 | WEX Bank-WEX Fleet Uni... | W#33-2018 | -301.93              |
| 08/13/201                           | 52106 | WEX Bank-WEX Fleet Uni... | W#33-2018 | -322.25              |
| 08/13/201                           | 52107 | WEX Bank - Sunoco Sun ... | W#33-2018 | -1,594.57            |
| Total 1010 · General Checking Acc't |       |                           |           | -1,442,679.86        |
| <b>TOTAL</b>                        |       |                           |           | <b>-1,442,679.86</b> |

Brendan Doreky

[Signature]

Tom Humphreys

Valerie O'Neil

Ronald F. O'Neil