



**TOWN OF  
BROOKLINE, NEW HAMPSHIRE  
SELECTBOARD**

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

Telephone (603) 673-8855  
Fax (603) 673-8136

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

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

*Minutes  
Selectboard  
Monday, April 29, 2013*

Selectboard members Darrell Philpot, John Carr, Susan Adams and Brendan Denehy were present along with Town Administrator Tad Putney.

Also present were Brian Rater, Keith Thompson, Nancy and Barry Reinbold, Linda Chomiak, Jodi Tochko, Steve Russo, Helen Ballou, Ann Somers, Louise Price, Ed Cook and John Lindgren.

**Public Input**

**Keith Thompson** said old books were found during the police department move to the Safety Complex. In one of the books was a draft of a letter from the Town of Raby dated either 1782 or 1783 detailing its input for the drafting of the State Constitution.

**Minutes**

*Brendan moved, seconded by Sue to approve the public session minutes of April 15<sup>th</sup>. Voted yes 4-0.  
John moved, seconded by Brendan to approve the 5 sets of non public session minutes. Voted yes 4-0.*

**Warrants**

The Selectboard approved warrant # 18 in the amount of \$66,517.67 and payroll in the amount of \$45,173.74.

**Taxes**

**Sue** questioned whether the town was exempt from taxes from utility companies and other vendors. She thought the SAU got a reimbursement in the past. **Tad** will check with Eric at the SAU.

**2013 Facilities Committee**

The Selectboard appointed **John Carr, Tad Putney, Jay Sartell, Linda Chomiak and Chris Adams** as full members and **Louise Price, Jodi Tochko, Rena Dunklee, Patti Howard-Barnett and Scott Knowles** as ad hoc members of the 2013 Facilities Committee.

**2013 Town History Committee**

The Selectboard appointed **Keith Thompson, Dan Marcek, Scott Grzyb, Nancy Reinbold, Peter Cook and Steve Russo** as members of the 2013 Town History Committee.

**Recreation Commission**

*John moved, seconded by Brendan to appoint Derek Dvareckas as a member of the Recreation Commission until March Town Meeting 2014. Voted yes 4-0.*

**Fire Dept**

*John moved, seconded by Sue to recommend that the State appoint Peter Bretschneider as a Deputy Forest Fire Warden. Voted yes 4-0.*

## *Minutes*

### *Selectboard*

*Monday, April 29, 2013, Pg. 2*

#### **Safety Complex Building Committee**

The Selectboard signed letters of recognition to **Peter Cook, Keith Thompson, Dennis Skey, Dana MacAllister, Buddy Dougherty, Gerry Roche, Wes Whittier and Ann Somers**. The police station addition was completed on time and under budget.

#### **Iron Works Lane**

The Selectboard reviewed a draft letter to the Town of Hollis for the maintenance of Iron Works Lane that offers two alternatives. One is to have Brookline assume maintenance at an annual cost to Hollis of \$5,000 or enter into a four-year agreement for Hollis to maintain the road for the first, third and fourth years and Brookline to maintain the road for the second year. The Selectboard approved sending the letter.

#### **Town Hall – Trim Work**

The Selectboard reviewed the Invitation to Bid for repair of the exterior trim on the Town Hall/Daniels Academy Building. **Tad** questioned whether we should wait to start the work in the fall or do it now. **Sue** suggested we see what we get for prices.

#### **Library Elevator**

Library Trustees **Ed Cook, John Lindgren, Steve Russo, Helen Ballou and Louise Price** were present. **Darrell** asked if there is anything in their budget they can defer, such as their media line item. **Ed** said there is nothing but carpet cleaning in the building budget, but that's only \$350. **Helen** noted that the elevator is the town's responsibility as it's a building maintenance issue. **John** said in the past the library returned money to the town from money not spent on salaries because of a change in employees but they don't expect that to happen this year. **Tad** suggested we review the spending in all budgets in early June. **Darrell** said we need to look at it each month.

#### **Insurance**

*Sue moved, seconded by Brendan to sign the Participation Agreement application with LGC for health, property/liability and worker's comp insurance. Voted yes 4-0.*

*Brendan moved, seconded by Sue to sign the Resolution to participate in the LGC self-funded, reinsurance pools for health, property/liability and worker's comp insurance, including COBRA and retiree billing. Voted yes 4-0.*

#### **Selectboard Goals**

**Tad** prepared a draft list of goals and objectives for 2013 for the Selectboard to review. **Darrell** suggested that coordination with school boards would be enhanced if a member of each board was an honorary member of the Selectboard and a Selectboard member served on each of the school boards. **Brendan** suggested a member of the Selectboard meet with a member of each school board. **Brian** said a member of the finance committee will go to each of the school board meetings. **Linda** said the finance committee has set 9 goals for themselves. **Sue** suggested a different format for the goals. **Brendan** said he would like to have meetings with other boards and committees. The Board made some changes. (The goals and objectives will be attached to the minutes.)

*Minutes*

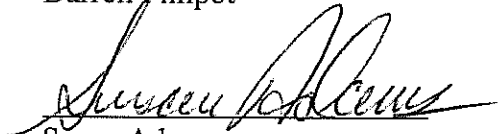
*Selectboard*

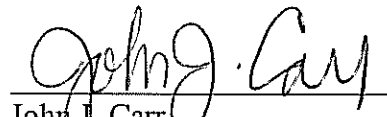
*Monday, April 29, 2013, Pg. 3*

Meeting adjourned at 8:53 pm.

Minutes submitted by Rena Duncklee.

\_\_\_\_\_  
Darrell Philpot

  
\_\_\_\_\_  
Susan Adams

  
\_\_\_\_\_  
John J. Carr

  
\_\_\_\_\_  
Brendan Denehy

## 2013 Selectboard Goals and Objectives

Goal/Objective	Responsible Party	Desired Completion Date	Status
1.) Form Old Home Days committee * Engage departments/boards in planning	SB/Rec/EDC	June 1	Discussing May 13th
2.) Research and organize documentation related to town trust funds and coordinate with Trustees * Determine appropriate level of cemetery funding from the town operating budget for 2014 and beyond	SB/TP	Aug. 15	Underway
3.) Complete town hall renovations and begin exterior trim repairs	Fac. Com.	Aug.15	
4.) Develop communication plan for greater publicity of meetings and events * How, where, when, who	SB/TP	Sept. 3	
5.) Work with Sequoya to develop a 3-year plan for replacing aging IT equipment * Incorporate into 2014 budget	TP/Dept Heads	Sept. 30	
6.) Determine future plans for Annex, Chapel and Brusck Hall based on recommendations from the Facilities Committee	Fac. Com./SB	Oct. 15	
7.) Review Personnel Plan for desired changes: * Providing vacation time to part time ees * Allowing supervisors to complete timesheets for direct reports (ambulance and transfer st.)	SB/TP	Oct. 28	
8.) Support Economic Development Committee's activities as outlined in its charter, plus the development of a Tax Base Diversification Plan	EDC/SB/PB	ongoing	
9.) Maintain regular contact with Coop and town School Board * Look into board members serving as non-voting members on the other boards	SB	ongoing	
10.) Encourage/increase volunteerism * Recognition opportunities/programs * Educate residents about opties - time needed, description of role(s) * Set-up volunteer registry on town web site	SB/Town	ongoing	

04/29/13

Town of Brookline, NH  
W#18-2013

Date	Num	Name	Memo	Amount
<b>1010 - General Checking Acc't</b>				
4/29/2013	44211	WEX Bank	W#18-2013	-1,572.72
4/29/2013	44212	2-Way Communications Service Inc	W#18-2013	-825.00
4/29/2013	44213	Absolute Mechanical Systems LLC	W#18-2013	-520.00
4/29/2013	44214	Adamson Industries Corp	W#18-2013	-299.95
4/29/2013	44215	Aflac	W#18-2013	-302.20
4/29/2013	44216	Alec's Shoes	W#18-2013	-469.80
4/29/2013	44217	AT&T	W#18-2013	-5.75
4/29/2013	44218	Avitar Assoc of New England Inc	W#18-2013	-4,352.50
4/29/2013	44219	Bob's Truck Service	W#18-2013	-591.00
4/29/2013	44220	C L Farwell Construction LLC	W#18-2013	-2,113.92
4/29/2013	44221	Century Link	W#18-2013	-35.06
4/29/2013	44222	Charter Communications	W#18-2013	-129.99
4/29/2013	44223	Corelogic Tax Services	W#18-2013	-16.94
4/29/2013	44224	Daryl Pelletier	W#18-2013	-450.00
4/29/2013	44225	DeBlois Risk Services P.L.L.C.	W#18-2013	-810.00
4/29/2013	44226	Devine Millimet & Branch	W#18-2013	-1,274.63
4/29/2013	44227	EarthLink Business	W#18-2013	-727.60
4/29/2013	44228	Eastern Propane & Oil	W#18-2013	-1,589.21
4/29/2013	44229	Electrical Supply of Milford	W#18-2013	-45.58
4/29/2013	44230	Emergency Communications Net...	W#18-2013	-4,694.00
4/29/2013	44231	F B Hale Inc	W#18-2013	-7,243.75
4/29/2013	44232	FairPoint Communications	W#18-2013	-89.22
4/29/2013	44233	Gecrb.Amazon	W#18-2013	-682.14
4/29/2013	44234	Grainger	W#18-2013	-298.13
4/29/2013	44235	Great America Financial Services	W#18-2013	-156.65
4/29/2013	44236	Great Northern Elevator Co LLC	W#18-2013	-7,327.64
4/29/2013	44237	Laerdal Medical Corp	W#18-2013	-224.95
4/29/2013	44238	LGC Health Trust	W#18-2013	-21,625.65
4/29/2013	44239	Liberty Supply Inc	W#18-2013	-149.32
4/29/2013	44240	Maillet's Water Works	W#18-2013	-227.50
4/29/2013	44241	Massachusetts Dept. of Revenue	W#18-2013	-352.00
4/29/2013	44242	Metropolitan Life	W#18-2013	-1,700.00
4/29/2013	44243	Neptune Uniforms & Eqpt., Inc	W#18-2013	-4.00
4/29/2013	44244	NH Dept. of Health & Human Serv...	W#18-2013	-502.00
4/29/2013	44245	NH Health Officers Association	W#18-2013	-70.00
4/29/2013	44246	Pitney Bowes - R	W#18-2013	-183.57
4/29/2013	44247	Pitney Bowes Global Financial Se...	W#18-2013	-100.22
4/29/2013	44248	Prestige Auto Body	W#18-2013	-1,016.18
4/29/2013	44249	PSNH	W#18-2013	-2,758.54
4/29/2013	44250	Rena Duncklee	W#18-2013	-22.99
4/29/2013	44251	Staples Credit Plan	W#18-2013	-33.22
4/29/2013	44252	The County Stores Inc	W#18-2013	-271.98
4/29/2013	44253	Treasurer State of NH-NHCI	W#18-2013	-77.45
4/29/2013	44254	U.S. Cellular	W#18-2013	-459.22
4/29/2013	44255	United Site Services	W#18-2013	-55.50

Town of Brookline, NH  
W#18-2013

04/29/13

Date	Num	Name	Memo	Amount
4/29/2013	44256	Valerie Maurer	W#18-2013	-60.00
Total 1010 - General Checking Acct				-66,517.67
TOTAL				<u>-66,517.67</u>

Daniel Phlips

Susan Riley

John J. Carr

Bonnie Denny