



**TOWN OF  
BROOKLINE, NEW HAMPSHIRE  
MELENDY POND MANAGEMENT COMMITTEE**

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*Minutes  
Melendy Pond Management Committee (MPMC)  
Tuesday, February 25, 2020*

Attendees at the meeting were Eddie Arnold, Brendan Denehy, Randy Haight, and Tad Putney.

Eddie called the meeting to order at 6:30pm.

**Minutes**

*Brendan moved, seconded by Randy, to approve the public and non-public minutes from the January 14, 2020 meeting as written; Voted Yes 4-0.*

**Update on Revolving Fund**

Tad shared a spreadsheet with the Revolving Fund detail and noted a current balance of \$45,062.74. He also said that he had balanced the account with the town treasurer effective December 31, 2019.

**Update on Rent Collections**

Tad said all rent that is currently due has been collected. He said the past due rent noted at the last meeting has been received.

**Pam Austin re Sublease**

Pam Austin met with the committee and said that they are interested in subleasing. She was advised that the tenant needs to sign an acknowledgement of the Community Rules and return the signed form. Tad provided her with a copy of the form and Rules from her current lease. It was noted that the lease permits subleasing for up to four months per calendar year.

**Communication with Assessors**

Tad said that he has provided Avitar with the information on who signed new leases and had a discussion with them as to whether they view the leases as lasting five or 13 years. It was noted at the committee's last meeting there was consensus that the leases are intended to be 13 years. Tad said Avitar will be doing some more research, but will have a determination in time for the next tax bills.

**Eversource Tree Trimming**

Tad said he had received forms from Eversource seeking the town's permission to conduct maintenance trimming on Melendy Pond property along Old Milford Road, Ninth Street and First Street. Members agreed to have Tad complete the permission forms and mail them back as clearing the area around the power lines is in the best

*Melendy Pond Management Committee Minutes*

*Tuesday, February 25, 2020*

*Page 2*

interest of tenants. **Randy** said he would like to make sure Eversource removes any trees that are cut down in a timely fashion. **Tad** said in his recent meeting with Eversource, he had made such a request for any work conducted in Brookline and Eversource assured that they would do so.

**Review Timing of April Invoices**

**Randy** said that **Russell** normally sent out the invoices for rent that is due on April 1<sup>st</sup> around March 1<sup>st</sup>. **Tad** said he was hoping to get them out this week and would be including the annual requests for “affidavits of residency elsewhere” and “proof of liability insurance”.

**Other Business**

**Randy** asked if there had been any issues with **Mike** plowing Melendy Pond Road. **Eddie** said that he had been with **Mike** recently and had seen the road was icy, so they put some sand down. **Eddie** said that once mud season arrives, we may need to put some crushed stone down. He said late March may be the right time to do so. After we get through mud season, **Eddie** suggested we will want to consider annual maintenance that will include drainage and crowning of the road and perhaps millings. It was noted that we could pay for the materials, but will need to work out how to reimburse **Mike** for labor if he does the work. **Eddie** noted that paying **Mike** for his labor will go into the general fund and not reimburse the public works budget. **Brendan** said we have two issues to deal with. The first is mud season and the second is longer-term road maintenance. **Randy** said we have not done any maintenance during mud season in the past. There was agreement that we do want to address mud season this year and the addition of three-quarter inch or one-inch stone will serve to help the foundation of the road for the long-term. **Brendan moved, seconded by Randy, to authorize up to \$1,000 for addressing mud season on Melendy Pond Road; Voted Yes 4-0.** **Brendan** asked about posting “mud – pass at your own risk” signs on Melendy Pond Road. **Tad** said he would get some.

**Schedule Next Meeting**

It was agreed that given the committee’s charter ends at town meeting, the committee’s next meeting will not be set at this time.

***At 7:05pm Eddie moved, seconded by Brendan, to go into non-public session per RSA 91-A:3 II (c) reputation; Roll Call Vote Yes 4-0.***

***At 7:15pm Eddie moved, seconded by Brendan, to come out of non-public sessions and seal the minutes; Roll Call Vote Yes 4-0.***

Meeting adjourned at 7:16pm.

Minutes submitted by Tad Putney.