



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

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*Minutes  
Melendy Pond Management Committee (MPMC)  
Tuesday, January 14, 2020*

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

**Eddie** called the meeting to order at 6:31pm.

**Minutes**

**Brendan moved, seconded by Tom, to approve the minutes from the December 17, 2019 meeting as written; Voted Yes 4-0; Randy abstained.**

**Overview of New Leases**

**Tad** said a total of 10 new leases were signed in 2019, including one on December 31<sup>st</sup>. He noted total annual rent in 2020 will be \$36,955, which will be a significant increase from \$7,156 in 2019 and \$4,745 in 2018.

**Revolving Fund Update**

**Tad** provided an updated spreadsheet detailing Revolving Fund transactions. He said the balance is \$43,269.68, excluding recent interest earned and he is awaiting those figures from the treasurer. **Tom** noted only eight of the ten 2020 rent payments were appearing on the spreadsheet. **Tad** confirmed that was the case.

**Rent and Documentation Tracking Sheet**

**Tad** reviewed a new tracking spreadsheet he has prepared for the committee to track rent and documentation from tenants. He asked for input. **Tom** suggested showing absence of rent payments as a negative rather than “yes”/”no”. **Eddie** suggested saving updated versions as separate files to allow for us to go back to previous spreadsheets, if needed. **Tad** noted he would like to add a column to track whether taxes are paid or unpaid. For past due rent, it was agreed that the committee will send follow-up letters once rent is two weeks past due. **Tom** suggested **Tad** see if **Drescher** would provide a fixed cost for sending a past due rent letter. **Brendan** suggested **Tad** send follow-up letters giving a tenant 10 days to pay or we will involve an attorney and the cost of the attorney will be passed onto the tenant per the terms of the lease. Members agreed with this approach.

**Memo to Board of Assessors**

**Tad** shared a memo he sent to the board of assessors on January 2nd regarding new leases so the termination dates would be updated for tax assessment purposes. **Tad** said the question is whether the leases should be treated as five- or 13-year leases. **Tom** said he

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believes they should be viewed as 13-year leases as that was approved at town meeting, but an RSA requires interim town meeting re-approval every five years. He said it was like a 3-year contract that the schools agree to but require annual approval by voters; the contract is three years in duration. Other members agreed. **Tad** will send a follow-up to the assessors advising them that the committee recently met and is of the opinion that the new leases should be considered 13-year leases. Members acknowledged it would ultimately be up to the assessors as to how the assessments are handled.

**Draft Annual Report Submission**

Members reviewed the draft submission for the 2019 annual report and agreed on several minor edits.

**Warrant Articles**

**Tad** said he had drafted three warrant articles for town meeting based on work done by the committee during the year. There were no suggested changes to the first warrant article:

*To see if the Town will vote to allow for any “operational expenses” related to management of Lot B-55, also known as the Melendy Pond property, to be spent out of the Melendy Pond Revolving Fund that was approved at the March 2019 town meeting. When originally approved, use of the fund was limited to covering “ongoing maintenance...and future demolition of structures”.*

After discussion, it was suggested by **Brendan** that the second two articles not be pursued at this year’s town meeting as they could become complicated to address given a lack of clarity, or actual examples, for which they apply. The two articles were as follows:

*To see if the Town will vote to allow the Selectboard to sign new leases for Lot B-55, also known as the Melendy Pond Property, in the event a current lessee sells or abandons their structure(s). Any new leases must: extend no further than December 31, 2032; meet the requirements of RSA 41:11-a, III; restrict use of the property to seasonal, recreational use; prohibit use of the property for establishing Brookline, NH as one’s domicile; require verified evidence of domicile elsewhere; and be in exchange for consideration at least sufficient for annual maintenance costs and removal of abandoned structures and improvements.*

*To see if the Town will vote to adopt RSA 41:14-a, to allow the Selectboard to acquire or sell buildings specifically located on Lot B-55, also known as the Melendy Pond property, provided, however, they first submit any such proposed acquisition or sale to the planning board and to the conservation commission for review and recommendation by those bodies. This article will remain in effect until rescinded by majority vote.*

**Tad** agreed with **Brendan** and said he was concerned that the second article could be us going back on our “one-time option” in 2019 for signing new leases. He suggested we defer the articles to another year when, and if, a situation arises where they are warranted and then we would have a real example to share with the voters as we seek

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support for the article(s). All agreed to only include the first article for this year. **Tom** asked if the Selectboard would agree to this approach. **Tad, Eddie** and **Brendan** said yes. **Tad** said he will forward the draft language to legal counsel for review.

**Street Repairs**

**Tad** said that the Austins recently expressed frustration with the condition of the two streets that access their structure. They said that given the increase in rent, it is hoped that improved maintenance on them will result. **Randy** said **Clarence** had paved First Street and a portion of Seventh Street as they were otherwise impossible to maintain. **Tad** asked when that was done, and **Randy** suggested as long as 40 years ago. **Randy** said the other streets are all gravel. **Tom** said he was concerned about the precedence of working on the streets given we have only budgeted \$3,500 for annual maintenance and have taken on plowing of Melendy Pond Road, which will need to be paid from that amount. **Randy** said historically they were graded or otherwise tended to around Memorial Day to be ready for peak season. **Tad** suggested we get a set annual price from **Mike** for plowing the road much like the annual payment the town makes to Hollis for their plowing of Brookline's portion of Iron Works Lane. **Eddie** said he would speak with **Mike** about it and we will then make the payment from the Melendy Pond Revolving Fund. **Eddie** also said he recently had a call from **Mike** saying that the current mud on Melendy Pond Road makes it currently unplowable. **Tom** said he would defer to **Mike** to plow it if he can and not if he cannot. **Brendan** suggested putting up a sign stating "Mud – Pass at Own Risk". **Eddie** said he would look into getting a sign. **Brendan** noted that the \$3,500 in annual maintenance was an annual average. He said if upgrades to the streets cost more than \$3,500 in 2020, but result in less spending in subsequent years, that would be okay. Members agreed. It was agreed that **Tad** will put on his calendar around April 1<sup>st</sup> to do an RFP for gravelling/grading of the streets and aim for the work to be done by June 1<sup>st</sup>. **Eddie** said he had not followed up with the tenant at the end of Seventh Street, but also has not heard back from her.

*At 7:43pm Eddie moved, seconded by Brendan, to go into non-public session per RSA 91-A:3 II (c) reputation; Roll Call Vote Yes 5-0.*

*At 7:49pm Eddie moved, seconded by Brendan, to come out of non-public sessions and seal the minutes; Roll Call Vote Yes 5-0.*

**Next Meeting**

The next meeting was scheduled for February 25, 2020 beginning at 6:30pm.

Meeting adjourned at 7:52pm.

Minutes submitted by Tad Putney.