

Brookline Selectboard Minutes (Draft)
March 4, 2009

1. Town Clerk Penny Harrington called the meeting to order at 7:02 PM. Present were board members Archie Clark, David Ryder, Mike Winot, Alicia Dest, and Doug Wellman. Also present was Cynthia Nau.
2. Penny entertained nominations for Selectboard Chair. Dave nominated Archie. After a brief discussion of required duties, the nomination was seconded. All voted in favor. Penny then turned control of the meeting over to the new Chair. Archie congratulated and welcomed new members Alicia and Doug.
3. The minutes of the February 18, 2009 meeting were reviewed and approved as written.
4. **Members of the Public:** Cynthia said she had received a complaint about the condition the schools multipurpose room was left in after town meeting. Since town meeting is conducted on a school holiday the custodian does not work that evening. Next year we will ensure the room is fully cleaned up.
5. The board then proceeded to the required reorganization and appointment of town officers.
 - a. The selectboard rules of procedure were reviewed. Penny recommended that some reference to Roberts Rules of Order be made in the procedures. After some discussion on where it should be added, it was decided that it should be in the purpose paragraph. Archie will make the change and the procedure will be approved at the next meeting. OPEN ITEM
 - b. Doug was appointed Clerk of the Board.
 - c. The time and place of the Board meetings will remain the same – Town office, 1st and 3rd Wednesdays of the month at 7:00 PM.
 - d. Official paper for posting will remain the same – Brattleboro Reformer.
 - e. Official posting areas will remain the same – Inside and outside the town office, bottom of Whitney Hill Road, southern intersection of Hill and Grassy Brook roads, and Brookline Elementary School.
 - f. Doug was elected Vice Chair of the board.
 - g. After some discussion on whether we needed one or two road commissioners, it was decided one would suffice. Dave was elected Road Commissioner and Mike will assist as needed.

* Heidi Nystrom arrived to discuss issues related to the Board of Auditors. Archie moved that we deviate from the agenda to allow her to speak. Seconded. All voted in favor. Heidi asked for approval to work extra hours to work with Penny on getting our books in order and to work out some computer glitches. She also request permission to purchase a manual on the new program. Requests were approved. A brief discussion followed on the events of town meeting (article 13) request for \$15,000 for a professional audit. We appreciate that Frank Rucker volunteered to assist in this area. Heidi, Penny and Frank will do what they can to start the preparation process for an eventual audit, and develop a plan hire a financial consultant as approved at town meeting. Heidi departed and the posted agenda was resumed.

5. Reorganization and appointment continued:

h. The Health Officer and Assistant Health Officer were not filled. Archie will contact some potential candidates. OPEN ITEM

i. Lester D. Rink was appointed to another term as Fire Warden.

j. The positions of Fence Viewers, Surveyor of Wood and Lumber, and Weigher of Coal are optional. After some discussion, Dave made the motion they be eliminated. Seconded. All voted in favor of eliminating these positions.

k. Betty Wellman was appointed to another term as Town Service Officer.

l. Cynthia Nau was appointed to another term on the Windham Regional Commission. She would like someone else to assist her. OPEN ITEM

m. Joyce Meehl and Archie were appointed to another term as Emergency Management Directors.

n. Penny was appointed to another term as 911 coordinator.

o. The VT/NH Vet clinic will remain the official Pound Keeper.

p. Cynthia Nau, Arthur Wellman, Jim and Marge Walsh were appointed to remain on the Historical Society.

q. Bruce Capponcelli was appointed to the Windham County Solid Waste Management District (WCSWMD) board.

r. After some discussion on the planning commission, it could not be determined which one of the five individuals term has expired. Mike, Archie and Cynthia will research this for the next meeting. OPEN ITEM

r. The representative to Rescue Inc. position was not filled. Archis discussed the responsibilities. OPEN ITEM

s. Diana Bandor was appointed to another term on the State Police Advisory Board.

t. Joyce Meehl was appointed to another term on the Rehab Committee.

6. Old Business:

a. Town Meeting Recap – The board discussed the events of town meeting, particularly articles 10 through 14, requests for funding in addition to the town/highway budgets. Of the \$43,500 requested only \$13,500 was approved. While the current economic condition may have contributed to some of this reduction future requests may need to have stronger justification. For example – the voters voiced concern on the \$8,000 request for cemetery fencing and suggested several more economical solutions. Discussion of article 16 (Vermont Yankee) determined that the board need not take any further action.

b. Archie briefed the Board on the current status of the WCSWMD surcharge. The surcharge has been rescinded, primarily due to pressure by local waste haulers. Unfortunately, this will mean an increase in the assessment levied on each town. The line item included in the budget passed at town meeting only requested \$2,430. We now anticipate the cost to exceed \$5,500. We should have more information after the March 12th WCSWMD board meeting. OPEN ITEM

c. Archie briefed the Board on the current status of the health issue discussed at the last meeting. Archie visited the site and has communicated with our attorney. We have been advised that current statutes do not allow us to serve an order as presented in the original complaint. No further action will be taken unless we are advised differently, or additional information becomes available.

d. Dave updated the Board on the grant request for the intersection of Grassy Brook and Putney Mountain Roads. The request has been reviewed and is complete.

7. Road Report:

a. The board has received a request from the road foreman concerning a pay issue that was discussed at the January 21st meeting. Dave will speak to him personally about the effective date of his pay increase.

b. Dave discussed the status of work orders. He will ask the road foreman to push back the snow banks further to allow better drainage in anticipation of an upcoming thaw.

c. The board discussed the potential for utilizing any federal stimulus monies should they become available.

8. New Business:

a. Archie distributed a draft conflict of interest policy for all members to review prior to the next meeting. OPEN ITEM

b. The auditors planned actions were discussed earlier in the meeting.

9. Other Business:

a. Archie request that each board member be prepared to present two or three town/selectboard goals for the upcoming year at the next meeting. There was some discussion on the interactions between the selectboard and other standing town boards. OPEN ITEM

b. The southern loop petition for public good has been received. The board reviewed maps which showing archeological exploration sites near the Grassy Brook Road crossing. Cynthia will review the 122 page document for items pertaining specifically to Brookline, especially the concerns of the public. She will prepare a summary and then a copy of the document will be available in the town office.

10. Correspondence: The correspondence file was reviewed. Archie requested the Doug as the new Clerk review all correspondence in the file cabinets and with Penny's assistance determine what can be discarded and properly file the remaining items.

11. Pay Orders: The pay orders were reviewed and several changes noted. Since Penny had already departed, corrections were identified for her to make. If necessary, board members will stop by the town office to sign the orders once the changes have been made.

12. The meeting was adjourned at 10:20 PM. The next meeting will be March 18, 2009 at 7:00 PM in the town office.

Respectively submitted
Douglas Wellman
Clerk of the Board