

Brookline Selectboard Minutes (Draft)  
May 20, 2009

1. Chairman Archie Clark called the meeting to order at 7:00 PM. Present were board members David Ryder, Mike Winot, Alicia Dest, and Doug Wellman. Also present were members of the public Cynthia Nau, Kim Rink, and Heather Van Horn.
2. The minutes of the May 6<sup>th</sup> meeting were reviewed and approved as written.
3. **Members of the Public:** Cynthia brought a notice that landowners in power line right of way had received from VELCO concerning scheduled clearing. She also talked about the progress of the school boards proposed merger with the Newfane board and the schedule of upcoming meetings (June 1<sup>st</sup> – joint meeting, June 15<sup>th</sup> - Newfane informational meeting, June 16<sup>th</sup> - Brookline informational meeting, and June 23<sup>rd</sup> – special school district meeting with vote on merging the two town boards). Archie expressed his concern that enough information be provided so the voters can make an informed decision. Heather informed the board that July 25<sup>th</sup> and 26<sup>th</sup> that Z-Pots would be hosting an artist's weekend with many attendees and musicians and invited people to stop to enjoy the music and meet the artists.
4. **Old Business:** Alicia met with the Town Clerk to review the anti-identity theft policy. After their review Penny thought it could remain as is. After some discussion the board still thought much of the document could probably be omitted for a town our size, but none of us have enough knowledge on the procedures to know what lines could be struck. Alicia will again meet with Penny to discuss the requirement to prepare a report for the selectboard to approve. The deadline for adopting the policy has been extended to August 1<sup>st</sup>.
5. **Road Report:**
  - a. Dave thanked Doug and Kim for their assistance with repairing a hole in Hill Road.
  - b. Current work orders included maintenance on Kirsch Road, trees at the town garage, and possible work on Greer Road.
  - c. Update on the bridge on Grassy Brook Road. We still have not received a rough estimate so the grant request can be prepared. Some clarification was received on the grant amount – it will be 90/10% up to \$175,000.
  - d. The grant request for Ellen Ware Road culvert number nine was completed and submitted. \$1,000 was added to the request due to a revised estimate.
  - e. The bid requests for culverts and ditching were reviewed and approved. Dave will place the advertisements. He will meet with interested contractors June 2<sup>nd</sup> at 6:00 and visit the areas needing ditching and culvert replacement. Bids will be reviewed at the June 17<sup>th</sup> meeting.

- f. No additional information was available on rental backhoe prices.
  - g. Dave will meet with a contractor to discuss options for sealing cracks in the roads. They have already looked at our roads and will prioritize repairs.
6. **New Business:** Bids were reviewed for mowing old cemeteries, the town office, and Round Schoolhouse. Archie abstained from the discussion due to a relationship with a bidder. After a brief discussion Mike motion the bid from Archie Clark III be approved, Seconded. All voted in favor, approved. Archie will inform him so the cemeteries can be mowed before Memorial Day.
7. **Other Business:**
- a. Fund balances were reviewed. The available balance for the highway fund is \$6,200. Dave requested approval to purchase rear tires for the grader. This was included in the current budget. He will check on prices and purchase four tires. We also need to purchase some gravel for Ellen Ware and Putney Mountain Roads.
  - b. Bruce Capponcelli attended a meeting of the Windham County Solid Waste Management District (WCSWMD) board on May 14<sup>th</sup> but was not available tonight. He will brief us at a future meeting.
  - c. Archie inquired on the board's interest in pre-buying heating oil for the town office. We may have monies remaining in this years budget. Archie will check on prices and check with the treasurer on potential uncommitted town funds.
8. **Correspondence:** Correspondence was reviewed.
9. **Pay Orders:** Pay orders were reviewed. Accounts payable warrant #18, \$2,688.44 and payroll warrant #21, \$420.00. Dave motion they be approved. Seconded. All voted in favor, approved. Doug had talked to Penny about the duplicate payroll warrants #18 (approved at March 18<sup>th</sup> and April 15<sup>th</sup> meetings). The one from the April 15<sup>th</sup> meeting has been changed to #18A.
10. The meeting was adjourned at 8:28 PM. The next meeting will be Jun 3<sup>rd</sup> at 7:00 PM in the town office.

Respectively submitted  
Douglas Wellman  
Clerk of the Board

