

Meeting Called to Order: 7:07**Members Present:**

Doug Wellman
Kim Rink
David Parker, Jr.
Tom Staats

Members of public:

Archie Clark
Kerry Bourne
Cynthia Nau
Guy Tanza
Kim Sankey
Mark Bills

Previous Minutes:

- Sept 21 minutes still require changes.
- Special meetings on November 1 and 2 are passed around by Wellman. Will review at end of meeting.

Members of public:

- Kerry Bourne noticed that there is now signage at the Cascade trail and assumes the Pinnacle Assoc. is responsible but does not know for sure.
- Cynthia Nau - the Planning Commission requested copies of other town plans that might be similar to Brookline from Windham Regional for review to see about possible amendments to Brookline's Town Plan. At the Planning Commission Meeting, it was asked whether a yellow line will be painted on the roads. Nau also has a question about the culvert on Hill Road being a hazard and Staats indicated that Bills had fixed it. One concern is that the plow might go off the edge. Bills stated they had a flag marking it last winter but it was knocked down by the plow. Also, the Planning Commission questioned the standing water just prior to Brookline Bridge on the Newfane side. The general consensus is that Newfane should be asked about it.
- Wellman asks Nau about whether or not the new town plan will be the first to include the economic development chapter. Nau replies they are aware but won't know anything until they hear back on the Grant results.
- Wellman asks Staats about the road painting and he will look into asking Newfane about Radway Hill Rd. and see if it's too late in the year for painting
- Guy Tanza asked about having the baseboards finished in the Town Office. The Selectboard decided that Tanza may find someone to do the work and if unsuccessful, Staats said he might be able to do it later in the season if his schedule permits. Tanza was given Bob Litchfield's name to contact as he did the floor work.

Old Business:

- Selectboard appointment: Stanley Noga, Jr. is the only volunteer for the position and Wellman passes his letter around for the Selectboard to review. After review, Staats moves to accept Stan Noga as the replacement board member, Parker seconds it and all approve. Wellman informs Noga that he may participate in the rest of the meeting if he'd like to first take the oath. Noga agrees and takes the oath.
- Parker Rd./Winchester culvert: Wellman, Bourne and Parker met with Barry Cahoun and found that no options would be easy nor inexpensive. The culvert that is there now is basically undersized. Cahoun also did

not think the beaver pond had any significant contribution to the flooding. He suggested a few locations to do the work as options to resolve the matter. The next step is to get some elevation readings which Bills is going to handle. There is a possibility that this work might be considered for a mitigation grant but will ask the State's opinion.

- Staats has followed up for information on the mitigation grant for the culvert by Sue Clark's but has not yet gotten a response.

FINANCIAL POLICIES

- Still working on the Purchase Policy. Noga is updated on how the originally-approved Purchase Policy will be merged with new content from a model policy that has since been brought to light.
- The model Debt Management has been reviewed and Noga has been asked to look it over as well to make suggestions.

OPEN PROJECTS

- FY2012 Budget needs to be finalized and should be done so at the next meeting. Somara Zwick and Guy Tanza are assisting Wellman in pulling together reports to aid in establishing next year's budget. Wellman's recommendation is to work toward level funding.

TOWN REPORT INPUTS

- Wellman will do the report for the Selectboard and Staats will do the report for highway.

FEMA

- Still waiting to hear back from the representative. Wellman will reach out to him again this week. Wellman presents a list to the board that he and Bills provided to FEMA when they visited.

FILES

- Wellman expressed a need to organize files

CORNISH BRIDGE

- Bills estimates the deck replacement will cost between \$12,000 - \$15,000. The State will need to be contacted for information on engineering requirements. Staats also indicates that

HYDRANT GRANT

- The grant for the hydrant at Wellman's is still outstanding. The paperwork is done but Wellman needs to follow up.

OPEN POSITIONS

- Rehab Committee has a few spots vacant
- Health Officer position is vacant

WEB SITE

- It is in dire need of update. Diana Bander and Amy Niebel have volunteered to work on it. Stan Noga has volunteered to head up the project.

LETTER TO TOM BLOOM

- Wellman has a draft to share with the Selectboard

MEETING FILMING

- Wellman has heard of someone in the area who is interested in doing this as a community service commitment.

ANIMAL CONTROL ORDINANCE

- Rachel Rice has volunteered to be the Animal Control Officer. Wellman mentions that the unregistered dogs issue has not been resolved so it might be a good idea to have someone to enforce it. There is discussion on how to handle unregistered dogs' owners who don't pay fees. Tanza has been asked to contact the town of Newfane to see how they handle the issue.

WINDMILL HILL TRAIL

- Wellman asks for assistance on ensuring there is parking and mowing taken care of for the area.

HAZARDOUS WASTE DUMPING

- Regarding the letter from Diana Bander, Staats followed up and the State said the report was that there were no open cans visible.

RECYCLE BIN

- Received a letter regarding trash at the recycle bins. A discussion ensues about how to control littering at the location. Staats recommends replacing the fence along the brook to prevent trash from ending up in the water.

SPEED LIMIT LETTER

- The Berry's are happy that the Selectboard is looking into it. There's a discussion about setting the overall limit to 35 throughout the town. There is still research being awaited to find out about a speed audit.

ELLEN WARE ROAD

- Staats asks what the status is. Wellman replies that it's been postponed and possibly be put to vote whether to budget more money for it next year.

WINDHAM SOLID WASTE MGMT.

- Wellman has original letter stating who the alternate is and will resupply the letter to the current alternate.

OVERWEIGHT ENFORCEMENT

- Discussion about how to enforce it. Wellman will ask the police about it.

PRIOR MEETING MINUTES

- Special meeting on November 1 to interview Tanza and Zwick minutes are reviewed. Wellman motions to accept the minutes with changes, Staats seconds and all approve.
- Meeting minutes from November 2 are reviewed and changes are annotated. Rink motions to accept the minutes with changes, Parker seconds and all approve.
- Special meeting on November 7 to appointed Tanza to all other positions. Wellman motions to approve, Staats seconds and all approve.

Road Report:

- General maintenance is currently being taken care of. Flood related paving patches have been completed.
- Lavorgas emailed about a tree near Cornish Bridge. Bills thinks he can take it down and will address it.

- Staats asks if Bills has been able to work on the shed. Bills hasn't gotten to it yet but will fix it soon.

New Business:

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Correspondence

- Drafted letter to Tom Bloom. A discussion ensues about the wording of the letter. A minor edit is made to the letter.
- Duplicate of original Waste Management letter to Bruce Caponcelli and to WSWMD.
- Resolution for putting Guy Tanza and Somara Zwick on the bank account so they can sign checks. Wellman will need to sign. Wellman motions to put Tanza and Zwick on the bank account, Noga seconds, all approve.
- Letter from Sheriff rescinding an earlier offer to be Animal Control Officer.
- Request from Red Cross for \$250
- Request from Newbrook for \$8,000
- Request from Visiting Nurses for \$1,000

Pay Orders:

What	Order#	Amount
Acct. Payable	9	\$1,278.11

Staats motioned to approve the all Pay Orders, Parker seconded and all approved. Wellman motions to allow Parker to sign the next pay order for payroll between meetings, Noga seconds it and all approve.

Meeting adjourned: 10:21

Respectfully Submitted,
Amy Niebel
Clerk of Brookline Selectboard