

**TOWN OF BROOKLINE SELECTBOARD MEETING**  
**March 21, 2018 at 6:45 PM**  
**Approved Minutes**

**Actions:**

- Voted to approve the minutes for March 14, 2018, as amended.
- Voted to not accept Bruce Mello's resignation.
- Voted to adopt the Brookline Town Plan.
- Voted to adopt the SLDC Property Manager job description.
- Voted to allow either the chair or vice-chair to sign payrolls warrants inbetween meetings.
- Approved Pay Orders.

**Present:**

*Board:* Dorothy Maggio (Chair), Gwen Tanza, David Jones, Bruce Mello, Chris Webb

*Members of the Public:* Guy Tanza (Videographer), Mark Bills (Road Supervisor), Kerry Bourne, Lee Anne Parker, David Parker

**Call the meeting to order**

The meeting was called to order at 6:34 PM.

**Review changes to agenda if any**

Item 7C will be tabled; Modify item 8C to reflect only payroll warrants; Move Brookline Meetinghouse discussion up; Add a discussion of recycling costs under New Business.

**Approve minutes from the last meeting held on March 14, 2018**

Minor corrections were made. Mr. Webb moved to approve the minutes for March 14, 2018, as amended. Second by Ms. Tanza. **All in Favor.**

**Scheduled members of the Public**

Kerry Bourne, Lee Anne Parker, David Parker.

**Unscheduled members of the Public**

None

**Members of the Brookline Meetinghouse Committee**

Ms. Parker and Mr. Bourne of the Meetinghouse Committee were present to discuss whether it would be sensible to combine the Meetinghouse Committee with the Historical Society. Ms. Parker noted that there are still several renovation and improvement projects needed at the Meetinghouse. Ms. Parker and Mr. Bourne are still interested in being part of the Meetinghouse Committee as it currently exists. They both are open to having further discussions with the Historical Society about the potential of combining the committees. Mr. Bills noted that he is also still interested in participating in the efforts at the Meetinghouse.

## **TOWN OF BROOKLINE SELECTBOARD MEETING**

**March 21, 2018 at 6:45 PM**

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### **Vacancies List and discussion – Dot Maggio**

Ms. Maggio noted that there are still several vacancies for Town positions and on Town committees. She will send an email to the listserv with the details of the open positions. Ms. Maggio then made a motion to not accept Mr. Mello's letter of resignation. Second by Ms. Tanza. **All in Favor.**

### **Summary Reports**

#### **Town Clerk - Guy Tanza**

Dog licenses are due by April 1. After April 3, there will be a fine for any non-registered dogs.

#### **Brookline Meetinghouse discussion on heating the building – Bruce Mello**

Mr. Mello has spoken with several heating contractors, and would like to make a proposal for the following: add three wall-mounted propane heaters (two in the sanctuary, one in the addition) at a cost of \$7200; add multiple ceiling fans in the sanctuary (cost to be determined); add insulation to the cap of the sanctuary (cost to be determined); add insulation to the addition (previous estimate was \$10,000, but would need to be revisited). He has discussed the scope of the project with the Vermont Arts Council and is confident the project would meet the specifications for one of their 50% improvement match grants, which can go up to \$30,000. The deadline for grant applications is May 1. The grant application requires at least two competitive estimates be obtained for all proposed work. Mr. Mello believes that without adding heat to the entire building, it can only effectively be used between June-September. Mr. Bourne expressed concern about the disruption to the historical nature of the building, particularly within the sanctuary, that this kind of work would cause. Ms. Parker expressed surprise at the proposal and concern about moving too quickly to make significant changes to the building. There was additional discussion.

#### **Brookline Town Plan – vote on Town Plan adoption**

Ms. Maggio moved to adopt the Town Plan. Second by Mr. Webb. **All in Favor. Following this vote, at 8:25pm, Mr. Mello left the meeting due to a prior engagement.**

### **Highways & Roads**

#### **Current Projects and plans**

Mr. Bills explained that the State of Vermont has contacted him to let him know that Town bridge #11 (Grassy Brook Road by Papoose Lane) will be going on a list of bridges that must be replaced within 7-10 years. This is due to issues related to the older design of the bridge. He will also be providing the State with some details about recent paving projects in the Town. He noted that recent deliveries of road salt have been slow, and the supplier from whom the Town buys salt (Cargill) has stated that they will not provide any more deliveries this season due to shortages. Mr. Bills suggests that the Town might want to consider a different supplier for the next winter

**TOWN OF BROOKLINE SELECTBOARD MEETING**  
**March 21, 2018 at 6:45 PM**  
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season. Mud season is approaching, but he notes that the Town roads are currently in good shape. He will be pushing back snow along the roadsides with the grader in the coming weeks.

**Shall the Town require a bond for the salt/sand shed project?**

Ms. Maggio stated that the Town treasurer has been researching the specifics of the grant for the salt/sand shed project, and believes that because the grant involves federal money the federal regulations will account for the bonding of the contractors. Therefore she does not currently believe that the Town would need to require a bond.

**Do we need a logging policy?**

Ms. Maggio suggests that there be a future discussion, including the Road Supervisor, about whether the Town should create and adopt a logging policy.

**Road Commissioner discussion**

Ms. Maggio clarified that for the time being, the Selectboard will fulfill the duties of the Road Commissioner.

**New Business**

**Sunny Lane Daycare Center (SLDC) Improvement Plan for 2018**

Ms. Tanza suggested that due to the late hour, this item be tabled until the April 4, 2018 meeting so it can be discussed in detail. All were in agreement, so it will be added to the next agenda.

**Review/Adopt job description for the SLDC Property Manager**

Ms. Maggio presented the final version of the SLDC Property Manager job description. Ms. Maggio moved to adopt the job description. Second by Mr. Webb. **All in Favor.**

**Discuss/Vote for two Board members who can sign payroll warrants in an emergency or when warrants come due between meetings**

Ms. Maggio moved that either the chair or vice-chair be authorized to sign payroll warrants in an emergency or when they come due inbetween meetings. Second by Mr. Webb. **All in Favor.**

**Facebook page discussion**

Mr. Webb suggested that it might make sense to start the process by developing a social media policy that would apply to any social media efforts, regardless of the platform. He noted that Facebook does allow a page administrator to prevent any comments being posted, which would help limit the risk to the Town. Other common social media sites like Twitter do not provide such restrictions. Mr. Webb will continue to research.

**TOWN OF BROOKLINE SELECTBOARD MEETING**  
**March 21, 2018 at 6:45 PM**  
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**Recycling costs**

Mr. Jones noted that the “processing” cost for the Town’s recycling is now up to \$105/ton, about double what it was less than a year ago. The cost increase is related to the poor commodities market that currently exists for single-stream recycled material. Mr. Jones expressed appreciation for the efforts of the Treasurer, Ms. Zwick, and the Assistant Treasurer, Ms. Sirois, who have been monitoring the situation and keeping the Board updated.

**Old Business**

**Communications Review**

Comments/Concerns

- Mr. Tanza received a phone call from Steve Winchester expressing concern about the volume of large trucks going up and down Parker Road recently. Mr. Bills is aware of the situation and was given advance warning by the contractors working on the project.

Emails

- None

Regular Mail

- Bruce Mello - letter of resignation
- Beverly Waters – nuisance dog complaint

**Pay Orders**

Accounts Payable

Ms. Maggio moved to approve Accounts Payable Warrant #2018-36, dated March 21, 2018, in the amount of \$1,185.63. Second by Mr. Webb. **All in Favor.**

Payroll

Ms. Maggio moved to approve Payroll Warrant #2018-37, dated March 21, 2018, in the amount of \$1,722.90. Second by Mr. Webb. **All in Favor.**

**TOWN OF BROOKLINE SELECTBOARD MEETING**  
**March 21, 2018 at 6:45 PM**  
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**Set agenda for the next meeting: April 4, 2018**

- Salt/Sand Shed discussion.
- SLDC Improvement Plan for 2018
- Reminder – Rabbit Run Race April 7 on Grassy Brook Road
- Appoint Brookline Meetinghouse Committee

**Adjournment**

Ms. Maggio moved to Adjourn. Second by Mr. Webb. **All in Favor.**  
The meeting adjourned at 9:13 PM.

*Respectfully submitted, David Jones, Recorder, March 22, 2018.*