

**TOWN OF BROOKLINE SELECTBOARD MEETING**  
**Minutes (final)**  
**May 18<sup>th</sup>, 2016 at 6:30 PM**

**Present:**

*Board:* Gwen Tanza, Dorothy Maggio, Bernardine Hoard, Bruce Mello,

*Members of the Public:* Mark Bills, Peter Barus (recorder)

**Call to order**

The Meeting was convened at 6:31 PM.

**Additions or deletions to agenda**

(none)

**Approve Minutes of May 4<sup>th</sup>, 2016**

Ms. Tanza moved “to Approve the Minutes of May 4<sup>th</sup>, 2016 as corrected.” Second by Mr. Mello. **All in Favor.**

**Scheduled Members of the Public**

(none)

**Unscheduled Member of the Public**

(none)

**Old Business**

Road Foreman/Commissioner Report

Mr. Bills discussed general maintenance, prepping for pavement; there are about six locust logs left.

Ms. Maggio discussed visiting cemeteries; Mr. Bills reported that a big limb fell and broke a stone off at the cemetery on Grassy Brook Road (just where the pavement ends north of the Town Office). Ms. Maggio suggested this may be the Selectboard's responsibility. There was discussion of ancient cemeteries, Cerbo's, Charlie Ezekiel's.

Ms. Hoard moved “to Table the Locust Logs matter until next meeting.” Second by Mr. Mello. **All in Favor.**

SLDC:

Meeting with Arc Mechanical

Mr. Mello met with Mark from Arc Mechanical; looked at the boiler room, discussed wood and propane; Mr. Russert was the person involved with NewBrook's project and received accolades from Scott Tabachnick; he also does gas systems; Chris Hebb did the feasibility study with Kim Smith on pellets, for \$25-30,000 could replace with gas boilers; the more the building is tightened, the less heating needed, estimated 200,000 btu; current system has a 466k BTU boiler and the building is not well insulated. It would take a week to cut the old out, replace with new; a new gas system would not need a chimney (unlike pellets); the boiler room and bulkhead could be insulated; Mr. Mello will obtain more specific cost information.

The Selectboard discussed a \$5,000 grant for the round school house, no word from the Historical Committee; the Town road team is doing great job with paving, hope for sand and salt shed to be constructed soon; bought back the former school building, lease, \$1,500 for inspection, other expenditures of \$1,100, Mr. Mello requested that the Board read the reports; Ms. Zwick agrees that a budget should be set up and adhered to, to avoid surprises; challenges of SLDC maintenance; the report covers exposed pipes, insulation, etc.; the building in “C-minus” condition; as a board, he suggested meeting one Saturday morning for a walk-through with everyone, with inspection report in hand; the building needs a lot of work; there had been a suggestion for a work-bee, scheduling succeeding work-bees; to-do list items 8 and 15, kitchen waste line and septic empties into a plastic box, not sanitary.

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Ms. Hoard asked if the contractor should fix this. There was discussion of lack of ventilation; Mr. Tanza pointed out that the law says there must be ventilation if fried foods are prepared. Ms. Maggio discussed a large number of fluorescent bulbs to dispose of; Mr. Tanza recalled that Windham Solid Waste will dispose of these items at no charge; there are probably 50 or 60 there; David Jones will speak about this.

Mr. Mello discussed discounts through Efficiency Vermont, light fixtures and so forth; he spoke with Adam Tower (Efficiency Vermont) about rebates; the basic is \$2,000 with wood pellets, not with gas; Fluorescent bulbs, three dozen desks, a dozen long tables, chairs, old school books, good air-conditioners, 2-3 computers and a TV; joint compound, paints, file cabinets; a work-bee could clear this out, take the books to the dumpster, the tenant could use the space. 5-10 people could make short work.

There was discussion of repairs to bathrooms, preventive maintenance; six toilets, repairing tank valves as opposed to whole toilets. Mr. Bills reported sediment in the tanks and suggested checking the water filter in the boiler room during walk-through. Mr. Tanza said he had been quoted \$75 per toilet repaired.

Mr. Mello had spoken with Ms. Zwick and reported that the YTD as of the previous day was about \$3,200 in the red.

Ms. Maggio moved "to accept the estimate for toilet repairs at SLDC." Second by Ms. Hoard.

There was discussion. Mr. Mello acknowledged Kim Smith, Chris Hebb, Brent Mellon, Peter Yost, Pete Noble, Cota & Cota, Adam Tower (Efficiency Vermont), Mark Rustwick from Arc Mechanical, and Froling Energy (wood pellet systems).

#### **All in Favor.**

#### *Meeting with Windham Heat Initiative*

Ms. Tanza, Mr. Tanza, Mr. Noga attended; Mr Mello expressed reservations. There was discussion of \$385,000 estimated cost, backup boiler, etc., as excessive; suggestion of feasibility study; discussion of a pellet system as obsolete and complicated as compared with Mark's "cut out the old, install the new, no chimney" etc. which better fits the budget. Ms. Maggio asked about previous assessment, planning for replacement; Mr. Mello responded this had not been done; suggested prioritizing, noting that there is a good chance the building will be empty in the next few years; do what's right for the tenant, don't repeat past mistakes letting the building deteriorate; put a plan in place to fit time-line and budget for maintenance and repairs.

Mr. Mello discussed an energy report: insulation displaced, stuff moved around, holes everywhere; there was discussion about staying within the budget, this year in the red to pay for propane, inspection, etc.; it is possible to budget and plan; Mark and Adam agree with advance planning and maintenance; there is now no backup system if it fails in winter; more insulation will save fuel and wear & tear. Mr. Mello recommended making a decision about buying a new boiler; for \$50,000 the boiler could be replaced, leaving \$20,000 for the rest of the work; there was discussion of financial strategies; the grant for the church was not approved; there was discussion of loans, observing that \$10 million is available at 2.68%, length new furased on what is financed, the expected lifespan of furnace; there was discussion of starting with efficiency and new heating as a strategy to get ahead of maintenance. Mr. Mello suggested a loan to do this. The old boiler efficiency rating is 79%.

Mr. Tanza observed that the Town may not be prepared to take this course, as the old system isn't broken yet; suggested presenting the idea at Town Meeting; \$25,000 is a big sum; the present system could run for another year. There was further discussion.

Ms. Maggio suggested reading the reports, observing that the pellet system is out of the question; there are things that can be done, button up, seal & caulk.

Ms. Hoard inquired as to the present expense for the school. Mr. Mello referred to Ms. Zwick's reported

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\$3,288.00.

The Board thanked Mr. Mello for his good and thorough work.

**Priority list for repairs SLDC**

The to-do list from Mr. Noga was discussed. It was suggested to schedule a walk-through; Ms. Maggio noted that the school had relinquished all interest in the contents. Ms. Hoard suggested a meeting to walk through the premises at 6:00 PM, May 31<sup>st</sup>, and discuss findings at the meeting to follow.

Ms. Maggio observed it would be necessary to Warn as a Selectboard Meeting, since all will be assembling, and it was recommended to cancel if the entire Selectboard cannot attend.

Ms. Maggio moved “that the Selectboard meet at SDLC to assess current needs.” Second by Ms. Tanza. **All in Favor.**

Mr. Mello urged the Board to read the building assessment summary of the heating audit report. He discussed materials discounts from suppliers.

**Propane: Brookline / SLDC**

Mr. Mello gave the final figures on propane: balance of \$28.61 is now billed to tenant. Mr. Tanza observed that the account can now be transferred to the tenant; there are bids from providers offering oil and gas prices; Mr. Mello discussed pellet prices and geothermal systems.

**New Business**

(none)

**Pay orders and correspondence**

**Correspondence**

There were letters from VLCT (3 letters) and the American Red Cross.

Estimate #1028 from Scott's Plumbing & Heating, LLC in the amount of \$450. (previously accepted May 18<sup>th</sup>, 2016)

Periodicals from EMS World

**Pay orders**

Ms. Hoard moved “to approve Pay Order #44 in the amount of: \$1,184.04.” Second by Ms. Maggio. **All in Favor.**

Ms. Hoard moved “to approve Accounts Payable Order #45 in the amount of: \$18,565.18.” Second by Ms. Maggio. **All in Favor.**

**Set agenda for june<sup>th</sup>, 2016**

Walk-through at SLDC

Dogs

**Adjournment**

The Meeting was Adjourned at 8:46 PM

Ms. Maggio moved to adjourn, Second by Ms. Hoard. **All in Favor.**

*Respectfully submitted, Peter Barus, Recorder, May 21<sup>st</sup>, 2016*