

Draft Minutes

Town of Brookline Selectboard Reorganization Meeting

Wednesday, March 4, 2026

Present:

Selectboard (SB):

Mike DeSocio (MD) (Chair)
Doug Wellman (DW) (Vice-Chair)
Bruce Mello (BM)
Emily Beer (EB)*
E. Mark Bills (EMB)

Town Officers:

Marjorie Ray (MR) (Town Clerk)
Vanessa Ballou (VB) (Recording Clerk)

Public:

FactTV*
Dan Towler (DT)
Alyssa Schmidt (AS)
Stan Noga (SN)*

*Via Zoom

1. Marjorie Ray called the meeting to order at 6:31 PM.

2. Elect a Selectboard Chair

Marjorie Ray asked if there were any nominations for the Selectboard (SB) Chair. Bruce Mello (BM) nominated Mike DeSocio (MD). Doug Wellman (DW) seconded. The nomination approved unanimously.

3. Review changes to agenda if any

None.

4. Members of the Public

A. Scheduled

None.

B. Unscheduled

Dan Towler (DT) and Alyssa Schmidt (AS) attended the meeting. DT asked whether the Historic Round Schoolhouse Committee still meets since there have been no agendas or minutes for more than 2 years. Regarding the Building Commissioner position, DT recommended defining the job and the qualifications needed for the person responsible for all the Town's buildings. He recommended deferring the appointment until the Town determines how the buildings will be used, and to hold off doing additional work on the Brookline Meetinghouse (BMH) until there are further discussions and a plan for all the buildings.

Alyssa Schmidt (AS) questioned whether the Energy Committee is active. AS stated that she also has concerns regarding the Building Commissioner position but is more concerned about the disagreements between the Building Commissioner and other people. AS suggested forming a historic building committee to cover the BMH and the Round Schoolhouse to determine how to best move forward so that people can work together.

5. Approve Minutes

- A. Regular Meeting Minutes – February 18, 2026
MD motioned to approve the minutes as drafted; BM seconded; the motion approved unanimously by 4 of the SB Members present at the February 18th meeting (MD, DW, BM, and EMB) with Emily Beer (EB) abstaining.

6. Reorganization & Appointment of Town Officers / Positions

The SB formally nominated and approved the Town Officers and Positions during the meeting.

- A. Elect Vice-chair of the Selectboard
Bruce Mello nominated Doug Wellman for Vice Chair of the SB. Approved unanimously.
- B. Appoint Recording Clerk of the Selectboard
Bruce Mello nominated Vanessa Ballou as Recording Clerk of the SB. Approved unanimously.
- C. Appoint Supervisor of Grants
Doug Wellman motioned to table the nomination of a Supervisor of Grants. Seconded by Mike DeSocio. Approved unanimously.
- D. Appoint Building Commissioner
Doug Wellman nominated Bruce Mello as Building Commissioner. E. Mark Bills seconded. Approved unanimously.
- E. Appoint Property Manager for 624 Grassy Brook Road (School Building)
Mike DeSocio nominated E. Mark Bills as Property Manager of the School Building. Doug Wellman seconded. Approved unanimously.
- F. Appoint Highway Supervisor
Bruce Mello nominated E. Mark Bills as Highway Supervisor. Mike DeSocio seconded. The motion passed unanimously.
- G. Appoint Road Commissioner
E. Mark Bills nominated Archie Clark as the Road Commissioner. Bruce Mello seconded. The motion passed unanimously.
- H. Appoint Recording Clerk
Duplicate of B. above.
- I. Appoint Treasurer
Mike DeSocio nominated Melissa Brown as Town Treasurer. E. Mark Bills seconded. Approved unanimously.
- J. Appoint Assistant Treasurer-Bookkeeping
Bruce Mello nominated Marjorie Ray as Assistant Treasurer-Bookkeeping. E. Mark Bills seconded. Approved unanimously.
- K. Appoint Assistant Treasurer – 2nd Check Signer
Mike DeSocio nominated Dot Maggio as Assistant Treasurer-2nd Check Signer. E. Mark Bills seconded. Approved unanimously.
- L. Appoint Lister(s) to vacant Lister positions (up to 3)
E. Mark Bills nominated Helen Holt as Lister. Bruce Mello seconded. Appointment approved unanimously.
Mike DeSocio motioned to table nomination of a third lister as there were no additional candidates. E. Mark Bills seconded. The motion approved unanimously.

- M. Blank
- N. Appoint Trustee of Public Funds
Doug Wellman motioned to table the nomination of the Trustee of Public Funds. Mike DeSocio seconded. Approved unanimously.
- O. Appoint Health Officer
Bruce Mello nominated Doug Wellman as Health Officer. Mike DeSocio seconded. Approved unanimously.
- P. Appoint Deputy Health Officer
Doug Wellman motioned to table the nomination of the Deputy Health Officer. Mike DeSocio seconded. Approved unanimously.
- Q. Appoint Forest Fire Warden
Michael Winot was recommended as Forest Fire Warden by the Selectboard in March 5, 2025 and approved by the State for a 5-year term.
- R. Appoint Deputy Forest Fire Warden
Mike Fontaine was recommended as Deputy Forest Fire Warden by the Selectboard in March 5, 2025 and approved by the State for a 5-year term.
- S. Appoint Tree Warden
Bruce Mello nominated E. Mark Bills as Tree Warden. Mike DeSocio seconded. Approved unanimously.
- T. Appoint Windham Regional Commission Representative (2 seats)
Mike DeSocio nominated Stan Noga. Bruce Mello seconded. Approved unanimously.
Mike DeSocio nominated Doug Wellman. Bruce Mello seconded. Approved unanimously.
- U. Appoint Pound Keeper – Windham County Humane Society
Mike DeSocio nominated the Windham County Humane Society as pound keeper. Bruce Mello seconded. Approved unanimously.
- V. Appoint Animal Control Officer
Mike DeSocio nominated Dot Maggio as Animal Control Officer. E. Mark Bills seconded. Motion approved unanimously.
- W. Appoint Rescue, Inc. Representative
Mike DeSocio nominated Emily Beer as Rescue, Inc. Representative. Doug Wellman seconded. Approved unanimously.
- X. Appoint Town 911 Coordinator
E. Mark Bills nominated Doug Wellman as Town 911 Coordinator. Bruce Mello seconded. Approved unanimously.
- Y. Appoint SEVCA Representative
Mike DeSocio motioned to table. Bruce Mello seconded. Approved unanimously
- Z. Appoint Windham Solid Waste Management District (WSWMD) Representative
Mike DeSocio nominated Stan Noga as WSWMD Representative. E. Mark Bills seconded. Approved unanimously.
- AA. Appoint Emergency Management Coordinator – To be determined or SB Chair
The Town’s website lists both a Director and Emergency Management Coordinator. Mike DeSocio motioned to table these appointments. E. Mark Bills seconded. Motion approved unanimously.

- BB. Appoint Members to the Brookline Meeting House (BMH) Committee
Mike DeSocio motioned to appoint the following to the BMH Committee: Jon Ballou, Francine Carr, Timothy Carr, and Julie Roach. Bruce Mello seconded. Approved unanimously.
- CC. Appoint Members to the Round School House Committee
E. Mark Bills motioned to appoint the following to the Round School House Committee: Dot Maggio and Laurie Nau-Martocci. Bruce Mello seconded. Approved unanimously.
- DD. Appoint members to the Planning Commission - vacant seats based on 5 yr term
Mike DeSocio motioned to appoint the following to the Planning Commission: Stan Noga, Leah Daly, and Mike DeSocio. Bruce Mello seconded. Approved unanimously.
- EE. Appoint Representative to DVFiber
Emily Beer motioned to table appointing the representative and alternate representative to DVFiber. E. Mark Bills seconded. Approved unanimously.
- FF. Appoint Alternate Representative to DVFiber
See EE.
- GG. Appoint Green Up Day Coordinator
Bruce Mello motioned to appoint Jon Ballou and Vanessa Ballou as Green Up Day Coordinators. E. Mark Bills seconded. Approved unanimously
- HH. Appoint Members to the Energy Committee
The SB concluded that the Energy Committee no longer exists.
- II. Appoint Ethics Liaison
Emily Beer motioned to table the appointment of the Ethics Liaison. E. Bruce Mello seconded. Approved unanimously.
- JJ. Appoint Flood Plain Administrator
Mike DeSocio motioned to table the appointment of a Flood Plain Administrator. E. Mark Bills seconded. Approved unanimously. Stan Noga volunteered to do additional research about the timeline for appointing a Flood Plan Administrator and the implications of not having one.
- KK. Appoint Highway Department ON Call Assistant
E. Mark Bills motioned to appoint David Roach as the Highway Department ON Call Assistant. Mike DeSocio seconded. Approved unanimously.
- LL. Appoint Administrative Assistant to the Selectboard as needed
Mike DeSocio motioned to table the appointment of an Administrative Assistant to the Selectboard. Bruce Mello seconded. Approved unanimously.
- MM. Designate Newspaper of Record for Brookline
E. Mark Bills nominated the Brattleboro Reformer as the Town's official newspaper. Bruce Mello seconded. Approved unanimously.
- NN. Designate Three Outdoor Areas for Posting Official Documents
E. Mark Bills motioned for the SB to approve the following locations for posting meetings/hearings: 1) in front of the Town Office. 2) in the triangle at the intersection of Grassy Brook and Hill Roads, and 3) at the intersection of Whitney Hill and Grassy Brook Roads. Bruce Mello seconded. The motion approved unanimously.

- OO. Designate the Time/Place/Day of the Week for SB Meetings
Mike DeSocio motioned for the SB to meet on the first and third Wednesday of the month at 6:30 PM at the Town Hall. Bruce Mello seconded. Approved unanimously.
- PP. Appoint Auditor to Open Position
Mike DeSocio motioned to table the appointment of the auditor. Bruce Mello seconded. Approved unanimously.
- QQ. Appoint First Constable
Doug Wellman motioned to table the appointments of the first and second constables; these are positions elected in the November elections. Mike DeSocio seconded. Approved unanimously.
- RR. Appoint Second Constable
See QQ.
- SS. Appoint Justice of the Peace
Also elected in November elections.
- TT. Appoint Justice of the peace
Also elected in November elections.

7. Reports and Updates

- A. Bruce Mello (Note BM presented his update after all the other SB Members.)
BM provided an update on Cota & Cota fuel oil delivery, electricity costs, and service on the water softener system for the school building. For the BMH, he provided an update on discussions with Jackson Evans regarding an architect, work needed on the annex roof; and work needed on the sanctuary.
MD discussed needing a new process and committee for making decisions about renovations for the BMH and is not in favor of doing any non-emergency work before addressing the structure for BMH decision-making. He agreed that collecting information about costs for required work that BM described could go forward.
- B. Emily Beer
EB has the FEMA contract to finish.
- C. Doug Wellman
No update.
- D. Mark Bill
EMB reported that mud season will likely begin next week as the temperatures warm and overnight temperatures are expected to be above freezing. He has been working on RFPs (Request for Proposals) and communications.
- E. Mike DeSocio
MD presented his ideas for developing a plan for all the Town Buildings. He proposed recruiting volunteers among the Town residents who are interested in working on a plan. He will organize a kick-off/organizational meeting and present a tentative plan with action steps and a timeline to be further refined by the committee. He also proposed creating a Charter describing the goals of the committee. MD would be the interim chair until there is a reasonable candidate to take over the chair. He would expect the Committee to go through a process, including meeting(s) with the residents, to identify options along with the benefits, disadvantages, and financial implications. The

Committee would present the options and details to the Selectboard and then to the Town for their decision.

The SB discussed the benefit of trying to rent out the school building while the Committee is working on the plan for the Town's buildings. Benefits include getting tangible information about the rental market and potential rental income. If the school building were rented, the Town would hire a maintenance manager.

8. Warrants

A. Payroll Warrant

EMB made a motion to approve payroll warrant number 2633 for \$1,968.31. DW seconded. The motion passed unanimously.

B. Accounts Payable Warrant

MD made a motion to approve accounts payable warrant 2634 in the amount of \$18,541.38; DW seconded. The motion passed unanimously.

9. Set Agenda

A. **Planning Commission Town Plan**

B. **March 18, 2025 Regular Meeting**

- 1) Approval of Town Plan
- 2) Minutes from March 4, 2026 SB meeting
- 3) Paving Bids
- 4) Purchase Policy
- 5) Town Shed – Estimated Costs
- 6) Planning for Town Buildings Committee
- 7) Plan for Brookline Meetinghouse Decision-Making
- 8) Other

C. Future Meetings

- 1) Address items tabled at March 4, 2026 meeting
- 2) Bids for Ellen Ware Road – April 1, 2026
- 3) Bids for Stone Arch Bridge on Hill Road – April 1, 2026
- 4) SB Annual Review/Approval of Updates to Local Emergency Management Plan (LEMP): designation of Director and Emergency Management Coordinator

10. Adjourn the Meeting

MD moved to adjourn the meeting, and the meeting was **adjourned at 9:00 PM.**

Respectfully submitted, Vanessa Ballou, Recording Clerk